

There was a Regular meeting of the Board of Trustees of the Village of Clayton on Monday June 27th, 2022 at 5:30 p.m.

PRESENT:

Norma Zimmer, Mayor
Nancy L. Hyde, Deputy Mayor
Joe Chrisman, Trustee
John Buker, Trustee
Tony Randazzo, Trustee
Thomas Haynes, WWTP Supervisor, DANC
Joanne Lenhard-Boye, Village Clerk/Deputy Treasurer

ABSENT:

Terry Jones, DPW Supervisor
Kevin Patenaude, Chief of Police

Pledge of Allegiance/Call to Order:

Mayor Zimmer led the Pledge of Allegiance and opened the regular meeting at 5:30 p.m.

POLICE:

Kevin Patenaude, Chief of Police

1. Activity Report was submitted to Board. This report is filed at the Village Clerks office

DPW:

Terry Jones, DPW Superintendent

1. Activity Report was submitted to Board. This report is filed at the Village Clerk's office.
2. Request for Bids on Wave Attenuator - The Board approved to move forward with the bid request for the Wave Attenuator. The bid request will be advertised in the TI Sun and the bid opening date will be July 14th, 2022 at 2:00PM.

Trustee Hyde made **MOTION** to approve the Wave Attenuator request for bids, Trustee Buker seconded; all were in favor; motion carried.

WATER/WASTEWATER:

Thomas Haynes, WWTP Supervisor – DANC

1. Monthly Report – Thomas went over some key points from his monthly report with the Board. This full report is filed at the Village Clerk's office.
2. New Century Change order #1 – Thomas Haynes went over the change order with the Board in detail. He explained the cellular endpoints were supposed to be shipped in pause mode, which would only take 15 minutes to install. The company sent the endpoints in stop mode which requires additional work and time to install.

The Board discussed this in great length and decided to approve the change order to keep the project moving, with the understanding that Schmidt's Wholesale Inc. should be responsible for the extra cost this change order presents. Thomas Haynes will write a draft letter for Schmidt's Wholesale expressing that the Village should not be responsible for the increase. Joe Russell the Village's legal attorney will look over this letter before it is brought back to the Board Members for approval.

Trustee Chrisman made **MOTION** to accept New Century Change order #1 in the amount of \$28,892.31 with the understanding that the Village will seek reimbursement from Schmidts Wholesale Inc., Trustee Hyde seconded; all were in favor, motion carried.

CONSENT AGENDA:

- | | |
|---|---------------------|
| 1. DRAFT Meeting Minutes June 13 th , 2022 | |
| 2. Payroll (P/R #1) 5/12/2022 to 05/25/2022 | \$ 36,823.99 |
| 3. NYS Teamsters H&H July payment | \$ 15,022.12 |
| 4. Pre Pay Abstract- 06/21/2022 | \$ 848.17 |
| 5. Abstract -06/27/2022 | |
| General Fund | \$ 14,603.48 |
| Water Fund | \$ 10,609.10 |
| Sewer Fund | <u>\$ 15,365.09</u> |
| Total | \$ 40,577.67 |

Trustee Hyde made **MOTION** to approve items 1-5 from above consent agenda, Trustee Randazzo seconded; all were in favor; motion carried.

NEW BUSINESS:

1. Municipal Solutions, Inc. 2022-2023 agreement – After the Board discussed this agreement they approved to move forward with the new agreement.

Trustee Hyde made **MOTION** to approve the above agreement with no extra costs, Trustee Chrisman seconded; all were in favor, motion carried.

CLERK:

1. Water/Sewer Billing Collection Notice – Clerk read the notice into the minutes

**VILLAGE OF CLAYTON
Water/Sewer Billing Collection Notice**

- (a) Bills mailed on or before July 1, 2022. (covering period February 15 through June 15, 2022)
 - (b) Payment due on or before August 5th, 2022, without penalty.
 - (c) After August 5th, 2022, 10% penalty assessed to all unpaid accounts.
 - (d) **FAILURE TO RECEIVE BILL DOES NOT WAIVE PENALTY**
2. Heather Fargo – Request for Sunset and a Movie in Frink Park – The Board discussed this event and being that it sounded like much more than just requesting the use of Frink Park, they agreed to have Heather contact Chamber of Commerce and see what they could do to help with the event. Village Clerk will contact Heather with the Chamber’s contact name and number.
 3. Brendan Beauvais requested the use of Lion’s Field for the US Army (NH Army NG) to conduct an organizational day. The Board approved this event with approval from the youth commission.

MAYORS REPORT:

1. Mayor Zimmer announced that there will be a Joint Village/Town meeting on Monday July 25th, 2022 in the Municipal Building, 425 Mary Street, Clayton, NY starting at 5:00pm.
2. Mayor Zimmer also brought up the Insurance Audit report the Village received. She thought this would be a good topic for the next workshop meeting. Village Clerk will send out the Audit report to the Board so they can see what types of things need to be discussed.
3. Engagement letter from Kristi M. Beach CPS's PLLC - Mayor Zimmer informed the Board that she received an email from Tina DeNigro, EFPR our Village's accounting firm that in order to complete the May 31st, 2021 Single Audit, we have to engage the services of an accounting firm to put together a compilation report of the financials. Sean Hucko's firm is too small to do the work and be considered independent. Kristie M. Beach CPAs, PLLC came highly recommended by Tina DeNigro and the Mayor encouraged the Board to approve this agreement in order to complete the 2021 Single Audit by July of 2022. The estimated fee will be \$7,500. The Board agreed to have Kristi complete the Village's Single Audit.
4. Mayor also informed the Board and the public that the Village of Clayton was voted NUMBER ONE for the Best Small Town Cultural Scene by USA Today.

ADJOURNMENT:

Trustee Hyde presented a **MOTION** to adjourn the meeting at 6:34 p.m. Trustee Buker seconded; all in favor motion was carried.

Respectfully,

Joanne Lenhard-Boye, Village Clerk