

VILLAGE OF CLAYTON BOARD OF TRUSTEES
AGENDA REGULAR MEETING
January 22nd 2024 -- 5:00 PM

POLICE:

1. Activity Report

DPW:

1. Activity Report

WATER/WASTEWATER:

1. Monthly Report
2. **MOTION** – Resolution 2024-01 Modified Project Budget for Wastewater Treatment & Collection System Improvements.

CONSENT AGENDA:

1. DRAFT Meeting Minutes January 08th, 2024
2. Payroll (P/R #16) 12/21/2023 to 01/03/2024 \$ 36,827.35
3. Abstract -01/22/2024

General Fund	\$ 26,818.63
Water Fund	\$ 3,088.41
Sewer Fund	<u>\$ 16,988.84</u>
Total	\$ 46,895.88

4. **Capital Projects** \$ 35,684.74

NEW BUSINESS:

1. Notice for Public Hearing – Zoning Board of Appeals January 22, 2024 @ 7pm – Village's consideration in granting an area variance to Thousand Islands Arts Center.
2. Notice for Public Hearing – Planning Board for site plan review for Thousand Islands Arts Center February 1st, 2024 @ 7pm

OLD BUSINESS:

1. Asset Management Plan

CLERK:

1. **APPROVAL** - Waiver the 30-day notice period for The Lawrence LLC 530 Theresa Street Clayton, NY 13624

TRUSTEE REPORTS:

1. Chamber of Commerce Trolleys

MAYOR:

1. Discussion - Water Main Project

EXECUTIVE SESSION:

1. Legal Litigation

ADJOURNMENT:

POLICE DEPARTMENT ACTIVITY REPORT
01/04/24 TO 01/18/24
CRIMINAL INVESTIGATIONS

<u>OFFENSE</u>	<u>#</u>	<u>STATUS</u>
AGG. HARASSMENT	1	INVESTIGATED.
IDENTITY THEFT	1	INVESTIGATED

NON – CRIMINAL CASES

<u>OFFENSE</u>	<u>#</u>	<u>STATUS</u>
DOMESTIC DISPUTE	2	REF. TO FAMILY COURT
SUSPICIOUS PERSON	1	INVESTIGATED
PROPERTY DISPUTE	1	INVESTIGATED

VEHICLE AND TRAFFIC CASES

<u>OFFENSE</u>	<u>#</u>	<u>STATUS</u>
M.V.A. (PROPERTY DMG.)	1	INVESTIGATED
ASSIST MOTORIST	4	N/A

OTHER POLICE ACTIVITIES

<u>OFFENSE</u>	<u>#</u>
MISC CALLS FOR POLICE SERVICES	4
ASSIST OTHER AGENCY	1

DPW ACTIVITY REPORT FOR 1/22/24

STREETS:

1. We have very been busy plowing and clearing walks & hydrants for the last couple of weeks.
2. Hauled snow for 2 days on Riverside from James St. to Merrick St. We also hauled snow from around the Municipal Building.
3. We cleared 4 un-shoveled sidewalks after our recent storm.

BUILDINGS:

1. Built a new bench to organize our small engine machinery, blowers and weed eaters.



2. Cleaned and organized the parts room at the Highway garage.
3. Jetted the sewer lateral at the Library. We will continue to keep it clear until we can repair it in the spring.

SEWER:

1. We are currently building a platform to install alongside the new generator at the sewer plant as it is too high to work on.



DOCKS:

1. Removed ramp from small floating dock at Rotary Park until early spring to prevent it from getting damaged due to ice and snow.

EQUIPMENT:

1. Truck #26 (2010 International plow truck) sprung an anti freeze leak on our last trip on Monday evening after the onslaught of snow we had. We are currently waiting for the turbo cooler for it and it should be here this Friday. Hopefully we will have that truck back in service next week.
2. Replaced the wiring harness for the plow on truck #16 (2012 pickup with plow and sander). We also replaced the harness on truck #20 (2015 pickup with plow).
3. The bleacher trailer has been shortened and re-decked.
4. Greased up the boxes of the stake rack trucks with cooking oil to allow the snow to slide out of the boxes more easily while hauling.

PARKS:

1. We have built and painted 12 new trash receptacles for the parks.

Respectfully submitted,

Terry Jones, DPW Superintendent



Dulles State Office Building
317 Washington Street, Suite 414
Watertown, New York 13601
Telephone (315) 661-3200
TDD (800) 662-1220 • danc.org

January 22, 2024

RE: Village of Clayton
Water and Wastewater Control Facilities Management Services
December 2023, Monthly Status Report
SPDES Permit No. NY-0027545, PWS No. NY-2202335

Dear Mayor Hyde,

Services performed for the month of December are detailed below for Board review. I hope that you find the information useful and welcome suggestions to make this report more useful for the Board going forward.

1) **MANAGEMENT SERVICES – WASTEWATER TREATMENT PLANT (WWTP)**

a) **General**

- During the month of December, 47 Work Orders (WO's) were completed at the WWTP. A completed list of WO's can be found in section 1, part d of this report.
- Authority Personnel updated the Village of Clayton Health and Safety Manual. Edits made include formatting corrections, supervisor contacts, personnel updates, and confined space location descriptions. This updated manual is provided in Attachment No. 5 for board approval.
- Authority Personnel completed the Annual Water Treatment Chemical Usage report as required by the New York State Department of Environmental Conservation. This report will be submitted with January's Discharge Monitoring Report and is available for review within Attachment No. 4.

b) **Operations**

- Table 1 shows the monthly WWTP influent and effluent loadings as compared to the SPDES required limits. The WWTP reported a Biochemical Oxygen Demand (BOD) removal efficiency of 93.3% and a Total Suspended Solids (TSS) removal efficiency of 99.0%. This information and supporting documentation are attached in the Discharge Monitoring Report (DMR) and Operations Report contained within Attachment No. 1.

Table 1 – Monthly Wastewater Flows & Loading

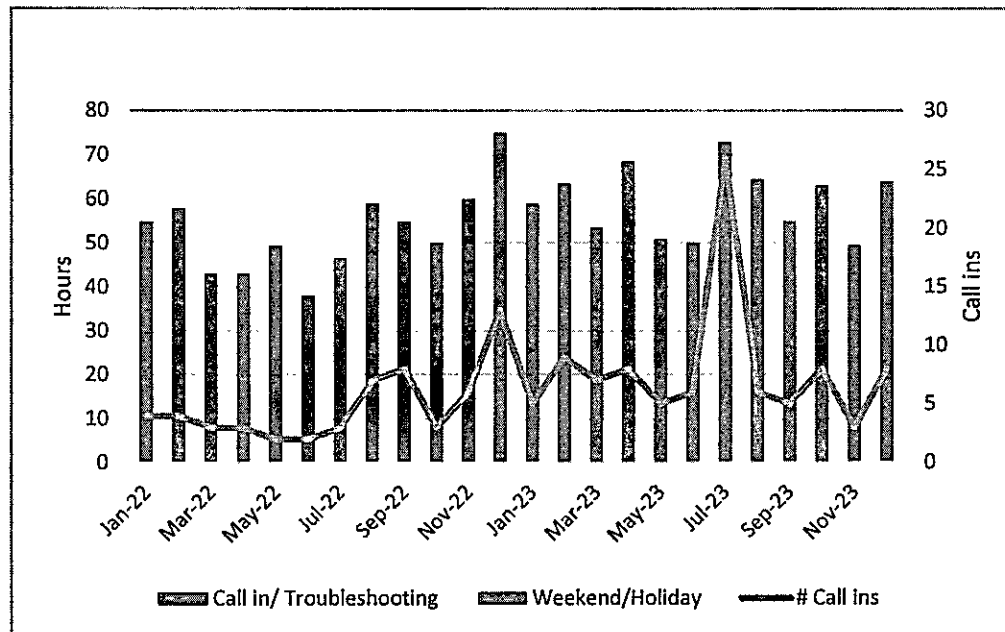
	FLOW (MGD)	BOD (lb/day)	TSS (lb/day)
Average Monthly Influent	0.638	491	576
Outfall 001 Monthly Average Effluent Results	0.797	36	6.7
Outfall 001 SPDES Permit Monthly Average Effluent Limits	2.0	500	500

- In the month of December, the WWTP had no State Pollutant Discharge Elimination System (SPDES) permit violations.
- Historical WWTP flows and loadings are detailed on the attached historical trends for the month of December and are contained within Attachment No. 2.
- In the month of December, no sludge was hauled to the Carthage/West Carthage Water Pollution Control Facility.
- In the month of December, 29,040 kilowatt hours (kWh) of electricity was utilized by the WWTP, 10,194 kWh of electricity was utilized by lift stations within the Village, and 5,043 kWh of electricity was utilized by lift stations outside the Village.
- UV reactors 1 and 2 were reading 99% and 100% respectively. UV intensity remained effective at keeping fecal coliform colonies below max contaminant levels throughout the month of December.
- In the month of December, 305 gallons of sodium hypochlorite was utilized to minimize hydrogen sulfide gas at LS-1A pump station.
- For the month of December, the WWTP utilized 104 gallons of SternPac to aid in phosphorus removal from plant effluent wastewater. Phosphorus limits of less than 1.0 mg/L will be required in our discharge permit beginning September 2024. The monthly average for this past December was 0.675 mg/L. Historical trends may be reviewed within Attachment No. 2.

c) Personnel

- Operators attended remote Contractor Safety and Hearing Conservation Training providing two credit hours towards license renewal.

- There were 41.5 total hours of overtime (OT) in December associated with the operation of the WWTP, 28.5 hours for weekend/holiday coverage and 13 hours of OT for alarm call-ins. There were 22.5 total hours of OT associated with the operation of the Water Treatment Plant (WTP) for weekend/holiday coverage, 17.5 hours for weekend/holiday coverage and 5 hours of OT for alarm call-ins. See Figure below of 2021-2023 OT trending.



- 12/9/2023, 2-hour call-in. Operator assisted DPW after resident complained of a propane gas leak at the Low Lift Pump House. When operator arrived, he had discovered a cracked gas pipe near the frame rail and immediately turned off gas supply. Kinsley was immediately summoned to replace pipe and return generator to service.
- 12/18/2023, 1-hour call-in occurred at the WWTP due to blower shut down. Operator responded remotely to determine that high pressure caused blower to trip. Blowers were reset and returned to service.
- 12/18/2023, 3-hour call-in. Heavy Rains triggered storm mode alarms at WWTP and operator responded to tend increased flows at plant. Fortunately, system was able to handle flows and no overflow events occurred.
- 12/18/2023, 6 hour call-in. Operator responded 4 times to blowers tripping out due to rains. Blowers tripp out due to the increased pressure with added flows. The blowers were reset and station was monitored closely while rain proceeded. After the multiple

responses to blowers tripping out due to high pressure in the month of December the alarm parameters were reset so the blowers will now trip off and alarm at a higher-pressure set point. This should eliminate some of the alarm call outs.

- 12/21/2023, 3-hour call-in. Operator was scheduled to work overtime at Water Treatment Plant in order to make water due to plant shut down 12/21. An unfavorable wind and turbid water from flooded streams created a cloud of muddy water over the raw water intake. High turbidity reads caused operators to turn off pumps during day shift as to not exceed turbidity limits. Operator was able to make water during evening hours once water cleared.
- 12/29/2023, 3-hour call. Rains triggered storm mode in which the blowers tripped off and the side stream diversion vault was activated. Both filter trains were online and operator monitored station until high levels subsided. The plant handled the flows well and no overflows were observed.

d) Maintenance

- Maintenance activities completed this period are presented below. Unless otherwise noted, the maintenance tasks were completed by Village Water and Sewer Staff.

New Repairs/Breakdowns

- The Chemical Bulk Storage Tank at the LS-1A pump station developed a small hairline crack noticed upon routine inspection. A corrective work order was issued and a new tank is expected to be delivered in January. The new tank is required to be registered and inspected by a Professional Engineer. This tank will be installed in February and will have all piping replaced at this time. The current tank has been temporarily patched and no leaks are observed. A secondary spill containment is in place for added spill protection.
- Authority personnel, village operator, and DPW staff dewatered sewer pit and pulled a grinder pump at 130 N. Shore Drive. The pump was returned to service after clog was cleared.
- Authority personnel conducted annual backflow preventer certification. One of the two check valves on the backflow preventer to the water supply line at the WWTP had failed. A determination will be made by authorized authority personnel to determine if the backflow preventer is to be replaced or rebuilt.

WOs completed in month of December

- Weekly pH Probe Calibrations
- Weekly Lift Station Rounds
- Weekly WWTP PM
- Weekly Sludge Microscope Analysis
- Weekly SPDES Sampling
- Weekly E. Union Street Lift Station Rounds
- Weekly WWTP Blower PM
- Weekly Exercise of Emergency Generators
- Weekly Exercise of Diversion Vault Screw Brush
- Monthly Lab Results Verification
- Monthly Gas Detection Calibration
- Monthly First Aid Inventory
- Monthly Fire Extinguisher Inspections
- Monthly Crane and Hoist Inspection at Riverside Drive
- Monthly PM of Lift Stations
- Monthly E. Union St. Lift Station PM
- Monthly CHH Lift Station PM
- Monthly WWTP PM
- Monthly Effluent Lift Well Cleaning
- Monthly Alarm Testing
- Monthly Aluminum Sample
- Monthly WWTP TKN & Ammonia Sampling
- Monthly Low Level Mercury Testing
- Monthly Operations Report & DMR
- Monthly Maintenance on Bar Screen, Routine Grease and Oil
- Monthly Maintenance on SBR Decanters
- Monthly Filter/UV Switch in Advanced Treatment Building
- Monthly UV Reactor Antifreeze Level Check/Refill
- Monthly Stilling Well Cleaning
- Annual Health and Safety Manual Update
- Five Year Inspection- LS-1A Chemical Bulk Storage Tank
- Corrective Action- Replace Chemical Bulk Storage at LS-1A

e) Wastewater Capital Improvement Project

- The Wastewater Treatment Plant and Collection system improvement project total funds spent to date, including administrative and technical costs, are \$8,555,448.08 versus a current budget of \$8,830,000.00. All contract work has been completed, the project is in the close out phase with closing to occur in late March or April.
- WWTP and Collection System Improvement Resiliency and Economic Initiative (REDI) Upgrades total funds spent to date, including technical costs, are \$2,403,943.17

versus a current budget of \$2,500,000.00. Work associated with this project will be completed as part of Contract 1A, 1B, and 1C under the WWTP project.

2) MANAGEMENT SERVICES – WATER TREATMENT PLANT (WTP)

a) General

- During the month of December, 24 internal work orders were completed. A completed list of WOs can be found in section 2, part c of this report.
- In the month of December, operators completed 4 village work orders pertaining to new endpoint module installs and water off requests.
- During the month of December, there were no resident complaints in accordance with New York State Department of Health (NYSDOH) permit limits and water quality.
- Authority Personnel made changes to the Coliform Monitoring Plan for the Village of Clayton and has received approval by Mr. Mike Tracy at New York State Department of Health on 12/19/23. The Riverside Pump Station Coliform sample site location is no longer suitable to collect samples during the winter months. DiPrinzio's Kitchen will now be rotated in as substitute for our monthly collections during winter months starting January.

b) Operations

- In December, the WTP produced 3,324,000 gallons of water for a monthly average of 107,000 gallons per day of treated water. Table 2 shows the monthly water system flows, chlorine residual, and turbidity as compared to the New York State regulatory limits. This information and supporting documentation are detailed in the monthly NYSDOH Report. A copy of this report is contained within Attachment No. 3.

Table 2 – Monthly Water Flows & Monitoring Samples

	FLOW (1,000 gallons/day)	Entry Point Chlorine Residual (mg/L)	Distribution Turbidity (NTU)	Distribution System Chlorine Residual (mg/L)
Monthly Average	107	2.0	0.18	1.3
Regulatory Limit	440	4.0	5.0	4.0

- In the month of December, 15,440 kWh of electricity was utilized by the WTP, the Low Lift Pump House utilized 1,885 kWh, and the Standpipe utilized 545 kWh.
- In the month of December, 100 pounds of chlorine gas was utilized for disinfection of drinking water.

- In the month of December, 705 pounds of Diatomaceous Earth (DE) was used in production of finished water.

c) Maintenance

- Maintenance activities completed this period are presented below. Unless otherwise noted, the maintenance tasks were completed by Water and Sewer Staff.

New Repairs/Breakdowns

- Operators reinforced raw water filter supply line on 12/6 with tie lugs and threaded rod after a connection had worked itself loose. It was noticed on the weekend of 12/3/23 that the water supply pipe was coming apart at the 90-degree connection causing water to gush into the floor drain. It was noted that this connection also came loose a couple years ago, as such, a corrective order was issued and the pipe has since been reinforced.
- Contractors are awaiting windows so they can begin the storefront upgrades at the Water Treatment Plant. Expected arrival of windows is 1/29/24. Contractors have other materials needed for project gathered in their shop. They still should be able to substantially complete the project within their given timeline of February 21, 2024 even with the delay in windows. Contractors feel demo and install will take a week or two to complete.

WOs completed in month of December

- Weekly pH Probe Calibrations
- Weekly WTP PM
- Weekly Distribution Sampling
- Weekly DOH Permit Sampling
- Weekly Water Plant Inspection
- Weekly Standpipe Level Transducer Check
- Monthly SPDES Permit Sampling
- Monthly Chlorine System Inspection
- Monthly First Aid Inventory
- Monthly Fire Extinguisher Inspections
- Monthly Alarm Testing
- Monthly Laboratory Equipment Calibrations
- Monthly Spill Prevention Inspections
- Monthly Fire Extinguisher Inspection
- Monthly WTP Maintenance
- Monthly Cranes and Hoists Inspections at WTP and Low Lift Station
- Monthly Gas Detection System Inspections
- Monthly First Aid Inventory
- Monthly DOH Report
- Monthly Total Coliform Sampling

- Monthly Pallet Jack Inspection

3) WATER/GENERAL FUND CAPITAL IMPROVEMENT PROJECTS

- Clayton REDI Improvements Project total funds spent to date, including technical costs, are \$5,982,130.75 versus a current budget of \$6,522,800.00. Authority Is preparing a change request for review by the REDI commission.

Should you have any questions regarding this report, please do not hesitate to contact me at (802) 342-3828.

Sincerely,

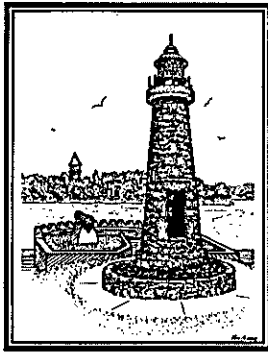


Jeff Mosher
Water Quality Supervisor Trainee

Attachments:

- 1) NYS DEC DMR and Operations Report
- 2) Historical Trends
- 3) DOH Report
- 4) Water Treatment Chemical Annual Usage Report
- 5) Village of Clayton Health and Safety Manual

cc: Rob Riddoch, Trustee
Bob McDowell, Trustee
Rob Wierzba, Trustee
Allen Heberling, Trustee
Joanne Lenhard-Boye, Village Clerk
Paula Jacobs, NYSDEC
Michael Tracy, NYSDOH
Carrie Tuttle, DANC Chief Operating Officer
Brian Nutting, DANC Director of Water Quality
Christian Fout, DANC Assistant Director of Water Quality
Thomas Haynes, DANC Director of Engineering



Incorporated 1872

VILLAGE OF CLAYTON

425 Mary St. ♦ PO Box 250 ♦ Clayton ♦ 1000 Islands ♦ New York 13624

Phone: (315) 686-5552

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TTD: 1-800-662-1220

Village of Clayton RESOLUTION 2024-01

Modified Project Budget for Wastewater Treatment & Collection System Improvements

The foregoing Resolution no. 2024-01 was offered by Trustee _____, and seconded by Trustee _____.

WHEREAS, it is necessary to modify the budget Legal, Bonding, Net Interest, Financial Advisor and Contingency budget for the Wastewater Treatment & Collection Systems Improvements Project to account for actual expense; and

WHEREAS, these modifications are as follows

Item	Approved Budget	Modified Budget
Legal (Barclay-Damon)	\$12,000.00	\$2,609.40
Bonding (Barclay-Damon)	\$24,500.00	\$2,386.00
Bonding (Kendal)	\$0.00	\$10,000.00
Net Interest	\$50,000.00	\$9,009.73
Financial Advisor (Municipal Solutions)	\$3,500.00	\$3,952.25
Contingency	\$14,393.67	\$73,837.93

NOW, THEREFORE, BE IT RESOLVED, that the Village board authorizes the budget modifications to the Wastewater Treatment & Collection Systems Improvements Project.

RESOLVED, that this resolution shall take effect immediately.

The question of the adoption of the foregoing resolution was duly put to a roll call vote, which resulted as follows:

	<u>Aye</u>	<u>Nay</u>
Nancy Hyde, Mayor	___	___
Robert McDowell, Deputy Mayor	___	___
Allen Heberling, Trustee	___	___
Robert Riddoch, Trustee	___	___
Robert Wierzba, Trustee	___	___

The foregoing resolution was thereupon declared duly adopted.

I, Joanne Lenhard-Boye, Village Clerk of the Village of Clayton, New York do hereby certify that I have compared the foregoing copy of this resolution **No. 2024-01** with the original in my possession and that the same is true and complete transcript thereof. I further certify that said resolution was adopted at a meeting of the Village of Clayton Board of Trustees held on the 22nd of January 2024.

In witness whereof, I have hereunto set my hand and seal of the Village of Clayton, New York on the 22nd day of January 2024.

A handwritten signature in black ink, reading "Joanne Lenhard-Boye". The signature is written in a cursive style with a large, stylized initial "J".

Joanne Lenhard-Boye, Village Clerk

SEAL

PROJECT BUDGET/COST CERTIFICATION

Project Name:	Village of Clayton Wastewater Treatment & Collection System Improvements	Date:	1/19/2024	Report No.:	Form E20 Draft
				Actual:	

Funding Source(s)	Amount	Other Funding Source(s)	Amount
RD Loan (Pending)	\$5,872,000.00	Other Source: EFC NY WII Grant	\$1,957,500.00
RD Grant	\$1,000,000.00	Other Source: EFC Loan	
		Other Source: Local Contribution	\$500.00
		Other Source: EFC NY REDI Grant	\$2,251,500.00
		Other Source: Local Match REDI	\$248,500.00
		Other Source:	
SUB TOTAL:	\$6,872,000.00	SUBTOTAL:	\$4,458,000.00
		TOTAL:	\$11,330,000.00

ITEM	APPROVED BUDGET	MODIFIED BUDGET	PREVIOUS EXPENDITURES	EXPENDITURES THIS PERIOD	EXPENDITURES TO DATE	BALANCE REMAINING
A. ADMINISTRATIVE						
1. Legal (Barclay-Damon)	\$ 12,000.00	\$ 2,609.40	\$ 2,609.40	\$ -	\$ 2,609.40	\$ -
2. Bonding(Barclay-Damon)	\$ 24,500.00	\$ 2,386.00	\$ 2,386.00	\$ -	\$ 2,386.00	\$ -
2. Bonding(Kendal)		\$ 10,000.00				
3. Net Interest	\$ 50,000.00	\$ 9,009.73	\$ 9,009.73	\$ -	\$ 9,009.73	\$ -
4. Fiscal Coordination (DANC)	\$ 55,000.00	\$ 55,000.00	\$ 54,435.18	\$ -	\$ 54,435.18	\$ 564.82
7. Single Audits (EFPR Group)	\$ 15,000.00	\$ 15,000.00	\$ -	\$ -	\$ -	\$ 15,000.00
8. Financial Advisor (Municipal Solutions, Inc.)	\$ 3,500.00	\$ 3,952.25	\$ 3,952.25	\$ -	\$ 3,952.25	\$ -
9. Miscellaneous	\$ 1,500.00	\$ 1,500.00	\$ 245.36	\$ -	\$ 245.36	\$ 1,254.64
10. REDI Administrative Cost (NOT RD/EFC)						
a. Legal	\$ 24,900.00	\$ 24,900.00	\$ 25.50	\$ -	\$ 25.50	\$ 24,874.50
b. Bonding	\$ 24,900.00	\$ 24,900.00	\$ -	\$ -	\$ -	\$ 24,900.00
Total A. Administrative	\$ 211,300.00	\$ 149,257.38	\$ 72,663.42	\$ -	\$ 72,663.42	\$ 66,593.96
B. TECHNICAL SVCS.						
1. Engineering						
a. Study and Report Phase	\$ 49,500.00	\$ 49,500.00	\$ 49,500.00	\$ -	\$ 49,500.00	\$ -
b. Preliminary Design Phase	\$ 525,000.00	\$ 525,000.00	\$ 525,000.00	\$ -	\$ 525,000.00	\$ -
c. Final Design Phase	\$ 262,500.00	\$ 262,500.00	\$ 262,500.00	\$ -	\$ 262,500.00	\$ -
d. Bidding & Negotiation Phase	\$ 52,500.00	\$ 52,500.00	\$ 52,500.00	\$ -	\$ 52,500.00	\$ -
e. Construction Phase	\$ 274,500.00	\$ 276,225.00	\$ 274,500.00	\$ -	\$ 274,500.00	\$ 1,725.00
f. Post- Construction Phase	\$ 52,500.00	\$ 66,500.00	\$ 52,473.75	\$ -	\$ 52,473.75	\$ 14,026.25
g. Additional Services	\$ 215,500.00	\$ 208,109.29	\$ 204,680.20	\$ -	\$ 204,680.20	\$ 3,429.09
h. RPR	\$ 344,500.00	\$ 356,391.52	\$ 339,861.14	\$ -	\$ 339,861.14	\$ 16,530.38
2. REDI Engineering (NOT RD/EFC)						
a. REDI Engineering Services	\$ 280,000.00	\$ 279,843.50	\$ 279,758.50	\$ -	\$ 279,758.50	\$ 85.00
Total B. Technical Svcs.	\$ 2,056,500.00	\$ 2,076,569.31	\$ 2,040,773.59	\$ -	\$ 2,040,773.59	\$ 35,795.72
C. CONSTRUCTION						
1. Construction Contracts						
a. Contract No. 1A-GC	\$ 5,229,138.72	\$ 5,255,430.30	\$ 5,156,884.97	\$ -	\$ 5,156,884.97	\$ 98,545.33
b. Contract No. 1B-Mechanical	\$ 113,880.00	\$ 113,880.00	\$ 113,880.00	\$ -	\$ 113,880.00	\$ -
c. Contract No. 1C-Electrical	\$ 619,900.00	\$ 575,980.97	\$ 536,342.44	\$ -	\$ 536,342.44	\$ 39,638.53
d. Contract No. 2-Pipeline	\$ 626,412.54	\$ 626,412.54	\$ 626,412.54	\$ -	\$ 626,412.54	\$ -
2. Direct Expenditures						
a. SCADA	\$ 172,645.00	\$ 172,645.00	\$ 172,645.00	\$ -	\$ 172,645.00	\$ -
b. Riverside Dr Force Main ROW by DOT (NOT EFC Eligible)	\$ 41,801.60	\$ 41,801.60	\$ 41,801.60	\$ -	\$ 41,801.60	\$ -
c. Riverside Dr Force Main Coring by Luck Bros (NOT EFC Eligible)	\$ 14,939.57	\$ 14,939.57	\$ 14,939.57	\$ -	\$ 14,939.57	\$ -
d. National Grid Service Entrance	\$ 53,177.15	\$ 53,177.15	\$ 53,177.15	\$ -	\$ 53,177.15	\$ -
e. Core & Main Air Piping	\$ 5,711.75	\$ 5,711.75	\$ 5,711.75	\$ -	\$ 5,711.75	\$ -
3. REDI Construction Contracts (NOT RD/EFC)						
a. Contract No. 1A-GC	\$ 1,478,219.46	\$ 1,478,219.46	\$ 1,467,239.46	\$ -	\$ 1,467,239.46	\$ 10,980.00
b. Contract No. 1B-Mechanical	\$ 70,000.00	\$ 70,000.00	\$ 70,000.00	\$ -	\$ 70,000.00	\$ -
c. Contract No. 1C-Electrical	\$ 352,054.33	\$ 352,054.33	\$ 314,197.71	\$ -	\$ 314,197.71	\$ 37,856.62
4. REDI Direct Expenditures (NOT RD/EFC)						
a. SCADA	\$ 268,700.00	\$ 268,700.00	\$ 268,700.00	\$ -	\$ 268,700.00	\$ -
Total C. Construction	\$ 9,046,580.12	\$ 9,028,952.67	\$ 8,841,932.19	\$ -	\$ 8,841,932.19	\$ 187,020.48
D. CONTINGENCY						
1. Contingency	\$14,393.67	\$ 73,837.93	\$ -	\$ -	\$ -	\$ 73,837.93
2. REDI Contingency (NOT RD/EFC)	\$ 1,226.21	\$ 1,382.71	\$ -	\$ -	\$ -	\$ 1,382.71
Total D. Contingency	\$ 15,619.88	\$ 75,220.64	\$ -	\$ -	\$ -	\$ 75,220.64
TOTAL PROJECT COST	\$ 11,330,000.00	\$ 11,330,000.00	\$ 10,955,369.20	\$ -	\$ 10,955,369.20	\$ 364,630.80

Note:

I certify to the best of my knowledge and belief that the billed costs or disbursements are in accordance with the terms of the project and that the reimbursement represents the Federal share due, which has not been previously requested and that an inspection has been performed and all work is in accordance with the terms of the award.

Applicant

Title: Mayor

Project Fiscal Administrator(i.e., Development Authority of the North Country)

Village of Clayton

Abstract of Audited Vouchers from 1/22/2024 to 1/22/2024

Claimant	Invoice Date	Invoice	Voucher # Description	Distribution Acct	A/P Owed	Chk #	Chk Date
Voucher Type: Regular							
ALLEGIANCE TRUCKS WATERTOWN			15424				
	1/12/2024	X813011480:01	COVER MIR BACK BLK	AA.5110.400.000.	71.25		
	1/18/2024	X813011556:01	COOLER CHARGE AIR	AA.5110.400.000.	<u>4,066.90</u>		
ALLEGIANCE TRUCKS WATERTOWN Total					4,138.15		
AMAZON CAPITAL SERVICES			15429				
	1/12/2024	1DFC-4CX7-WH33	LACROSSE TECH V42-PRO-INT	AA.5110.400.000.	<u>189.99</u>		
AMAZON CAPITAL SERVICES Total					189.99		
BABCOCK HIGHWAY SUPPLY INC			15422				
	1/18/2024	53586	GC 43 HD WING SHOE 12" CTR	AA.5110.400.000.	1,491.28		
	1/18/2024	55302	3/4X/X132 13H CP EDGES	AA.5110.400.000.	<u>2,600.00</u>		
BABCOCK HIGHWAY SUPPLY INC Total					4,091.28		
BADGER METER			15450				
	12/28/2023	80148325	ORION CELLULAR LTE SERV UNIT	FX.8340.402.000.	<u>920.42</u>		
BADGER METER Total					920.42		
BEAM MACK SALES & SERVICE			15425				
	1/17/2024	257237W	CABLE ASY	AA.5110.400.000.	917.22		
	1/17/2024	257254W	CABLE ASY	AA.5110.400.000.	<u>373.22</u>		
BEAM MACK SALES & SERVICE Total					1,290.44		
BEARCOM			15412				
	1/10/2024	5670961	144-174 MHZ ANTENNA	AA.5110.400.000.	<u>116.38</u>		
BEARCOM Total					116.38		
CAZENOVIA EQUIPMENT CO INC			15362				
	1/08/2024	1549779	TIRE CHAINS	AA.5110.400.000.	<u>216.74</u>		
CAZENOVIA EQUIPMENT CO INC Total					216.74		
CHRISTMAN FUEL SERVICES, INC.			15446				
	1/04/2024	441990	118.7 GALLONS PROPANE- 113 BARTLETT	FX.8320.400.000.	414.26		
	1/15/2024	443641	420.7 GALLONS PROPANE- 100 GARDNER	GG.8130.400.000.	584.77		
	1/18/2024	444795	1,000 GALLONS FUEL- MUNICIPAL	AA.1620.400.000.	<u>3,490.00</u>		
CHRISTMAN FUEL SERVICES, INC. Total					4,489.03		
CONVERSE LABORATORIES INC			15447				
	1/07/2024	67630	DRINKING WATER SAMPLES-12.2023	FX.8340.403.000.	83.00		
	1/07/2024	67631	WASTE WATER SAMPLES - 12.2023	GG.8130.407.000.	<u>836.00</u>		
CONVERSE LABORATORIES INC Total					919.00		
COOK BROTHERS TRUCK PARTS CO			15363				
	1/08/2024	2030854	WH 08Z-J08	AA.5110.400.000.	<u>60.32</u>		
COOK BROTHERS TRUCK PARTS CO Total					60.32		
F W WEBB COMPANY			15436				
	1/11/2024	83536635	TANK 525 GAL WHT HORZ	GG.8120.401.000.	<u>1,786.32</u>		
F W WEBB COMPANY Total					1,786.32		

Village of Clayton

Abstract of Audited Vouchers from 1/22/2024 to 1/22/2024

Claimant	Invoice Date	Invoice	Voucher # Description	Distribution Acct	A/P Owed	Chk #	Chk Date
FIRST BANKCARD			15454				
	1/05/2024	02.2024-NH	JEFFERSON COUNTY- T ECKERT	AA.5110.400.000.	74.79		
	1/05/2024	02.2024-NZ	PURCHASE OF WIRELESS EQUIPMENT	AA.1325.400.000.	107.99		
	1/05/2024	02.2024-NZ	PURCHASE OF WIRELESS EQUIPMENT	GG.8120.401.000.	<u>188.36</u>		
FIRST BANKCARD Total					371.14		
FRENCH CREEK MARINA			15401				
	12/06/2023	2301964	LED UNI SQUARE COMBO SIG NOTES	AA.5110.400.000.	<u>239.17</u>		
FRENCH CREEK MARINA Total					239.17		
GILCO AUTO & TRUCK SERVICE			15358				
	1/05/2024	71920	INSPECTION- 2011 INTERNATIONAL 7500	AA.5110.400.000.	<u>20.00</u>		
GILCO AUTO & TRUCK SERVICE CENTER Total					20.00		
GILLBUILT TRANSPORTATION INC			15449				
	1/02/2024	148247	27,600 GALLONS SLUDGE	GG.8189.400.000.	1,725.00		
	1/03/2024	148257	18,400 GALLONS SLUDGE	GG.8189.400.000.	1,150.00		
	1/04/2024	148299	18,400 GALLONS SLUDGE	GG.8189.400.000.	1,150.00		
	1/05/2024	148310	18,400 GALLONS SLUDGE	GG.8189.400.000.	1,150.00		
	1/10/2024	148389	18,400 GALLONS SLUDGE	GG.8189.400.000.	<u>1,150.00</u>		
GILLBUILT TRANSPORTATION INC Total					6,325.00		
GILLEES AUTO TRUCK & MARINE			15445				
	1/03/2024	674959	NAPA GOLD AIR FILTER	FX.8320.401.000.	28.91		
	1/08/2024	675173	Z HOSE END FITTING	AA.5110.400.000.	32.16		
	1/08/2024	675215	BULK TRAILER WIRE	AA.5110.400.000.	41.40		
	1/09/2024	675253	BULK TRAILER WIRE	AA.5110.400.000.	<u>55.20</u>		
GILLEES AUTO TRUCK & MARINE Total					157.67		
GRAYS WHOLESALE INC			15403				
	11/13/2023	440086	60 GAL CAN LINERS 100CT	AA.7140.400.000.	51.15		
	12/01/2023	441123	EMPRESS JRT 9" TP	AA.7180.400.000.	<u>52.00</u>		
GRAYS WHOLESALE INC Total					103.15		
JEFF-LEWIS BOCES			15368				
	1/08/2024	764-24A	PRE-EMPLOYMENT SUBSTANCE TESTING	AA.5110.400.000.	<u>90.00</u>		
JEFF-LEWIS BOCES Total					90.00		
KOESTER ASSOCIATES INC			15451				
	12/27/2023	019313	CRANE, WIENMAN PUMP	GG.8120.401.000.	2,997.15		
	12/27/2023	019317	S&L, VAC PUMP KIT	GG.8120.401.000.	<u>209.50</u>		
KOESTER ASSOCIATES INC Total					3,206.65		
LOCAL GOVERNMENT SUPPORT			15413				
	1/02/2024	1114	ACCOUNTING SERVICES 01.2024	AA.1325.400.000.	1,604.16		
	1/02/2024	1114	ACCOUNTING SERVICES 01.2024	FX.1710.400.000.	1,604.17		
	1/02/2024	1114	ACCOUNTING SERVICES 01.2024	GG.1710.400.000.	<u>1,604.17</u>		
LOCAL GOVERNMENT SUPPORT SERVICES LLC Total					4,812.50		
PIVOT			15414				
	1/01/2024	973	EMPLOYEE ASSISTANCE CONTRACT	AA.9089.800.000.	266.68		

Village of Clayton

Abstract of Audited Vouchers from 1/22/2024 to 1/22/2024

Claimant	Invoice Date	Invoice	Voucher #	Description	Distribution Acct	A/P Owed	Chk #	Chk Date
	1/01/2024	973		EMPLOYEE ASSISTANCE CONTRACT	FX.9089.800.000.	16.66		
	1/01/2024	973		EMPLOYEE ASSISTANCE CONTRACT	GG.9089.800.000.	16.66		
PIVOT Total						300.00		
RAYMOND BYRNES			15435					
	1/03/2024	10738		REIMBURSE FOR JET-O-ROOTER TO	GG.8130.401.000.	297.00		
RAYMOND BYRNES Total						297.00		
REINMAN'S DEPT STORE			15373					
	12/01/2023	414038		WASHERS	AA.5110.400.000.	98.52		
	12/04/2023	K14149		CABLE TIES 8"	AA.1620.400.000.	6.83		
	12/05/2023	414181		DISINFECTANT ODOBAN	AA.1620.400.000.	9.88		
	12/06/2023	414210		NUT & BOLTS	AA.5110.400.000.	3.33		
	12/08/2023	414279		CHEM GLOVE BLK	AA.5110.400.000.	24.27		
	12/08/2023	414280		PUTTY KNIFE 1.5"	AA.1620.400.000.	14.38		
	12/08/2023	414283		TORCH KIT HIGH HEAT	AA.1620.400.000.	49.49		
	12/12/2023	414388		NUTS & BOLTS	AA.1620.400.000.	0.64		
	12/12/2023	414402		HASP FXD STPL 3-1/4"	AA.5110.400.000.	33.21		
	12/13/2023	414419		CBLE TIE 14.5"	AA.5110.400.000.	11.69		
	12/13/2023	414420		LED AREA LIGHT GRY	AA.1620.400.000.	58.47		
	12/13/2023	414429		TAPPER BITS	AA.1620.400.000.	14.70		
	12/13/2023	414431		3/8" CLAMP CONN 100PK	AA.1620.400.000.	0.45		
	12/13/2023	414435		SHEET METAL	AA.5110.400.000.	14.42		
	12/18/2023	414532		ICE SCRAPER 7"	AA.1620.400.000.	53.39		
	12/18/2023	414536		NUTS & BOLTS	AA.7140.400.000.	2.70		
	12/18/2023	414540		RING WAX #1 BOWL	AA.1620.400.000.	5.38		
	12/19/2023	414563		DRYLOK FAST PLUG	AA.1620.400.000.	10.79		
	12/20/2023	414571		BUNGEE CORD ASST 6PK	AA.5110.400.000.	13.12		
	12/20/2023	414579		LATCH STORAGE BOX 25QT	AA.1620.400.000.	11.69		
	12/20/2023	414580		CLEANR DRN DRNMX GEL 32OZ	AA.1620.400.000.	75.49		
	12/20/2023	414586		NUTS & BOLTS	AA.5110.400.000.	14.27		
	12/22/2023	414632		PNT TRAY 8X4"	AA.7140.400.000.	21.87		
	12/26/2023	414709		CHARGER	GG.8130.401.000.	28.78		
	12/26/2023	414728		C+K EXT P&P SG NB GAL	AA.7140.400.000.	61.14		
	12/27/2023	414741		ADV CARPT CLNR	AA.1620.400.000.	37.78		
	12/29/2023	414794		DW MAGNETIC BIT HLDR	AA.7140.400.000.	9.88		
	12/29/2023	414798		UNVRSL LEADER HOSE 10	AA.5110.400.000.	16.19		
REINMAN'S DEPT STORE Total						702.75		
SLACK CHEMICAL CO INC			15438					
	1/05/2024	465210		151.8 G SUPERCHLOR 15	GG.8121.402.000.	791.50		
SLACK CHEMICAL CO INC Total						791.50		
STAPLES CONTRACT &			15419					
	1/10/2024	3556790551		SWIFFER HEAVY DUTY DUSTER REFILLS	AA.1620.400.000.	107.30		
	1/10/2024	3556790551		SWIFFER HEAVY DUTY DUSTER REFILLS	AA.1325.400.000.	15.88		
	1/10/2024	3556790552		SHEER FABRIC ADHESIVE BANDAGES	AA.1620.400.000.	14.36		
	1/10/2024	3556790553		FIRST AID TWEEZERS	AA.1620.400.000.	1.26		
STAPLES CONTRACT & COMMERCIAL Total						138.80		
TOWN OF CLAYTON			15397					
	1/10/2024	24-00005		DECEMBER 2023 REIMBURSABLES	AA.5110.401.000.	1,754.42		

Village of Clayton

Abstract of Audited Vouchers from 1/22/2024 to 1/22/2024

Claimant	Invoice Date		Voucher #		Distribution Acct		A/P Owed	Chk #	Chk Date
	1/10/2024	24-00005	DECEMBER 2023 REIMBURSABLES		AA.8010.400.000.		4,559.75		
	1/10/2024	24-00005	DECEMBER 2023 REIMBURSABLES		AA.8020.400.000.		892.80		
	1/11/2024	24-00007	JANUARY 2024 REIMBURSABLES		AA.5110.401.000.		804.49		
	1/11/2024	24-00007	JANUARY 2024 REIMBURSABLES		AA.8010.400.000.		37.71		
	1/11/2024	24-00007	JANUARY 2024 REIMBURSABLES		AA.8020.400.000.		147.50		
TOWN OF CLAYTON Total							8,196.67		
UDIG NY			15405						
	12/31/2023	23120848	LATE POSITIVE RESPONSE OCT-DEC 2023		AA.5110.400.000.		8.00		
UDIG NY Total							8.00		
UNIFIRST CORPORATION			15406						
	1/05/2024	1100027031	UNIFORM CLEANING 01/05/2024		AA.9189.800.000.		61.88		
	1/05/2024	1100027031	UNIFORM CLEANING 01/05/2024		FX.9089.801.000.		10.32		
	1/05/2024	1100027031	UNIFORM CLEANING 01/05/2024		GG.9089.801.000.		10.31		
	1/12/2024	1100029590	UNIFORM CLEANING 02/11/2024		AA.9189.800.000.		64.03		
	1/12/2024	1100029590	UNIFORM CLEANING 02/11/2024		FX.9089.801.000.		10.67		
	1/12/2024	1100029590	UNIFORM CLEANING 02/11/2024		GG.9089.801.000.		10.67		
UNIFIRST CORPORATION Total							167.88		
UNITED AUTO SUPPLY			15423						
	1/16/2024	8-641640	2012 FORD F-350 WINDOW REG ASSY		AA.5110.400.000.		67.62		
UNITED AUTO SUPPLY Total							67.62		
WELLESLEY ISLAND BUILDING			15364						
	1/05/2024	3174042	3/4-4S8 U/L PT PLYWOOD		AA.5110.400.000.		315.54		
WELLESLEY ISLAND BUILDING SUPPLY Total							315.54		
WESTELCOM			15411						
	1/06/2024	56547	SERVICE FROM 01/06/2024-02/05/2024		AA.1325.400.000.		333.81		
	1/06/2024	56547	SERVICE FROM 01/06/2024-02/05/2024		AA.3120.402.000.		195.10		
	1/06/2024	56547	SERVICE FROM 01/06/2024-02/05/2024		AA.7140.400.000.		249.90		
	1/06/2024	56547	SERVICE FROM 01/06/2024-02/05/2024		AA.5110.400.000.		32.53		
	1/06/2024	56547	SERVICE FROM 01/06/2024-02/05/2024		GG.8130.400.000.		220.96		
WESTELCOM Total							1,032.30		
WHITES LUMBER INC			15366						
	1/05/2024	3364299	COBALT PILOT BIT 1/4X4		AA.5110.400.000.		16.94		
	1/05/2024	3364300	4OZ ALL PUR PVC CEMENT		AA.5110.400.000.		6.99		
	1/09/2024	3365771	BAR/CHAIN OIL 1GAL		AA.5110.400.000.		45.57		
	1/10/2024	3366155	2X4X8 CONSTRUCTION SPF		AA.5110.400.000.		22.92		
	1/10/2024	3366179	7-1/4"X24T BLADE		AA.5110.400.000.		15.44		
	1/10/2024	3366434	2X4X8 PRESSURE TREATED		AA.5110.400.000.		37.74		
	1/12/2024	3367245	2X6X16 PRESSURE TREATED		GG.8130.401.000.		605.63		
	1/12/2024	3367255	5/4X6X8 PRESSURE TREATED LUMBER		GG.8130.401.000.		111.86		
	1/12/2024	3367381	2x4x10 Construction SPF		AA.1620.400.000.		107.18		
	1/12/2024	3367538	5/4X6X8 PRESSURE TREATED		GG.8130.401.000.		179.41		
	1/12/2024	3367539	2X6X16 PRESSURE TREATED LUMBER		GG.8130.401.000.		16.97		

Claimant	Invoice Date	Invoice	Voucher #	Description	Distribution Acct	A/P Owed	Chk #	Chk Date
	1/18/2024	3369800		EXT SCR STAR	GG.8130.401.000.	167.82		
						1,334.47		
						46,895.88		
Total for Voucher Type: Regular								
Total:								
Regular						46,895.88		
Total						46,895.88		

=====

To the Treasurer:

I certify that the vouchers listed on this Abstract were audited by the Village Board on the listed date and allowed in the amounts shown. You are hereby authorized to pay to each of the claimants the amount opposite their name.

Department:

Total46,895.8846,895.88

Date

Mayor/Deputy Mayor Signature

Abstract of Audited Vouchers from 1/22/2024 to 1/22/2024

ClaimantVoucher #Invoice DateInvoiceDescriptionDistribution AcctA/P OwedChk #Chk Date

Voucher Type: <none>

BARTON & LOGUIDICE DPC

15410

1/08/2024

138995

PROF SERVICES THRU DECEMBER

HH.1440.200.031.

12,855.00

1/08/2024

138996

PROF SERVICES THRU DECEMBER 23,

HH.1440.200.031.

16,530.38

1/10/2024

139062

PROF SERVICES THRU DECEMBER 31

HH.1440.200.032.

5,161.86

1/11/2024

139115

PROF SERVICES THRU DECEMBER

HH.1440.200.033.

85.00

BARTON & LOGUIDICE DPC Total

34,632.24

DEVELOPMENT AUTHORITY OF THE

15416

1/16/2024

326034

SERVICES FROM 11/28/2023 TO 12/22/2023

HH.7997.200.034.

920.50

1/16/2024

326048

SERVICES FOR 12/11/2023 AND 12/13/2023

HH.7997.200.035.

132.00

DEVELOPMENT AUTHORITY OF THE NORTH COUNTRY

1,052.50

Total for Voucher Type: <none>

35,684.74

Total:

<none>

35,684.74

Total

35,684.74

To the Treasurer:

I certify that the vouchers listed on this Abstract were audited by the Village Board on the listed date and allowed in the amounts shown. You are hereby authorized to pay to each of the claimants the amount opposite their name.

Department:

Total

35,684.74

35,684.74

Date

Mayor/Deputy Mayor Signature

There was a Regular meeting of the Board of Trustees of the Village of Clayton on Monday January 8th, 2024, at 5:00 p.m.

PRESENT:

Nancy L. Hyde, Mayor
Robert McDowell, Deputy Mayor
Allen Heberling, Trustee
Robert Wierzba, Trustee
Robert Riddoch, Trustee
Terry Jones, DPW Superintendent
Joanne Lenhard-Boye, Village Clerk

Pledge of Allegiance/Call to Order:

Mayor Hyde led the Pledge of Allegiance and opened the regular board meeting at 5:00 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 Supervisor

1. **Activity Report** - was presented to the Board. This report is filed at the Village Clerk's office.

2. **2023 Annual Report** - was presented to the Board. This report is filed at the Village Clerk's office.

Terry also informed the Board that the library is having plumbing issues and will need to replace the sewer line that leads out to the cleanout that is in the yard.

CONSENT AGENDA:

1. DRAFT Meeting Minutes December 29th, 2023
2. Payroll (P/R #15) 12/07/2023 to 12/20/2023 \$36,121.74
3. Teamsters Health & Hospital January Payment \$16,217.99
4. Teamsters HRA Annual payment for 2023 \$82,800.00
5. Abstract-01/08/2024

General Fund \$ 7,979.77

Water Fund \$ 1,228.81

Sewer Fund \$ 2,020.60

Total \$11,229.18

Deputy Mayor McDowell made a **MOTION** to approve consent agenda items #1-5; Trustee Heberling seconded all in favor motion carried.

6. **Capital Projects** **\$ 5,712.50**

Trustee Heberling made a **MOTION** to approve capital projects item #6; Trustee Heberling seconded all in favor motion carried.

OLD BUSINESS:

1. **Camera and Speakers** – Mayor Hyde met with Heinz Wahl who installed the system for the camera and speakers in the village which was purchased with the Historic District Project. Heinz has agreed to be the Network Administrator at \$175.00/month. A policy for the system and agreement with Heinz will be the next thing to move forward with now that Heinz has agreed.

Mayor Hyde also informed the board that Heinz has disabled anyone that had access to the system except for **Terry Joney DPW Supervisor, Kevin Patenaude, Chief of Police and Heinz Wahl, Network Administrator**. Unless otherwise approved by the Board these are the three people that will have access to the system.

Mayor Hyde informed the Board she would like to inquire further and converse with the village attorney about the options we may have with the audio on the cameras. She explained that once you disable the audio you lose it forever.

Trustee Riddoch made **MOTION** to approve Heinz Wahl as Network Administrator for the Historic District Sound System at \$175.00/month; Trustee Wierzba seconded all were in favor, motion carried.

CLERK:

1. **Quotes for Video Streaming Meetings** – Clerk provided prices of quotes to the board
2. **Request for wedding at Frink Park** – Board approved for wedding to be at Centennial Park for July 27th, 2024 from 3pm – 4pm.
3. **NYS Tug Hill Local Government Conference 2024** – Clerk notified board of this upcoming conference.

MAYOR:

1. **Traffic Study** – Mayor Hyde informed the board that Barton & Loguidice had finished the Traffic Study. This was discussed briefly. She also said that DANC has the draft ready for the Asset Management Plan completed, and to ensure they are prepared to discuss for the next regular meeting. Trustee Riddoch reported that he attended the last Library meeting and they had discussed issues with foundation and installation of gutters which will help protect the foundation wear.

Trustee Heberling presented a **MOTION** to enter executive meeting at 5:50 p.m.; Trustee Riddoch seconded, all in favor motion carried.

EXECUTIVE SESSION:

1. **Personnel**

Deputy Mayor McDowell presented a **MOTION** to adjourn the Executive Session meeting at 6:35p.m. Trustee Heberling seconded; all in favor motion was carried.

ADJOURNMENT:

Trustee Hyde presented a **MOTION** to adjourn the regular meeting at 6:35p.m. Trustee Wierzba seconded; all in favor motion was carried.

Respectfully,

Joanne Lenhard-Boye, Village Clerk

BB

VILLAGE OF CLAYTON

Zoning Officer

Richard Ingerson
Office Hours
Mon. Through Fri.
7:00 AM-12:00 PM & 1:00 PM-3:30 PM

Zoning Department

405 Riverside Drive
Clayton, NY 13624
(315) 686-3512 Ext. 29
Fax (315) 686-2651

Zoning Board of Appeals

Stephen Mack
Chairman
Lori Arnot
Dale MacLaughlin
Ashley Pastorius
Clyde (Chip) Garnsey
(Alternates)
Nick Reddick
Jeff Staples

NOTICE OF PUBLIC HEARING

Please take notice that the following public hearing will be held by the Joint Village/Town of Clayton Zoning Board of Appeals on **January 22, 2024 at 7:00 PM** in the **Town's Cerow Recreation Park**, at 600 E. Line Road, Clayton, as required by the Local Zoning Law to hear all persons concerned with the Boards consideration in granting an area variance to **Thousand Islands Arts Center** on the property located at 321 James Street, Clayton, in the Riverwalk-A district, Tax Map # 20.38-2-71, to erect a New Museum closer to a property line than is allowed, Height variance and a sign variance by Article XII, § 132-87-B of the Local Zoning law.

All parties in interest and citizens will be given the opportunity to be heard in respect to such application. Persons may appear in person or by agent. Written comments must be received prior to the hearing. The above application is open for inspection in the **Town Offices, 405 Riverside Drive, Clayton.**

Richard Ingerson
Zoning Officer

**ZONING BOARD OF APPEALS
Village OF CLAYTON
APPLICATION FOR AN AREA VARIANCE**

For Official use only

Application #: <u>V-VAR-001-24</u>
Date of Application: <u>11/3/24</u>
Application Fee Received: <u>\$150.00 #1205</u>
Date of Public hearing: <u>11/22/24 7:00PM</u>

Zoning District: RIVERWALK - A
Tax Map #: 20.38 Block #: 2 Lot: 71

TO THE ZONING BOARD OF APPEALS

A: Statement of Ownership and Interest:

The applicant(s) THOUSAND ISLANDS ARTS CENTER
is/are the owner(s) of property situated at the following
address: 321 JAMES STREET

The above described property was acquired by the applicant(s) on

12-29-2003

Date

B: The applicant requests the following AREA variance to:

CONSTRUCT A NEW MUSEUM.

The area or dimensional variance requested is as follows:

FRONT = 18'-4 5/8" VARIANCE (1'-7 3/8") SIGNAGE: 40.7 SQ. FT. VAR.
SIDE = 9'-10 5/8" VARIANCE (5'-13 1/8") (64.4 SQ. FT.)
HEIGHT = 3'-1 1/2" VARIANCE (39'-1 1/2")

ATTACH A SITE PLAN DRAWN TO SCALE

C: Reasons for request:

- (1) The requested variance will not create an undesirable change in the character of the neighborhood or detriment to nearby properties in that:

HAVING THE T.I.A.C. ON JAMES ST. IS AN IMPROVEMENT FOR THE VILLAGE. THE EXISTING HOUSE HAS DETERIORATED. THE PROJECT IS DESIGNED TO FIT INTO THE HISTORIC FABRIC OF THE COMMERCIAL DOWNTOWN. THIS PROJECT IS AN IMPROVEMENT TO THE CHARACTER OF THE NEIGHBORHOOD.

**VILLAGE OF CLAYTON
APPLICATION FOR SITE PLAN REVIEW**

AA. 245

Application #:	V-SPR-01-24
Date of Application:	1/3/24
Application Fee:	\$120.00 #1205
Public Hearing Date:	2/1/24
Time:	7:00 PM
For Planning Board Use Only	

Zoning District: RIVERWALK - A
Tax Map #: 20.38 Block #: 2 Lot #: 71

TO THE JOINT TOWN/VILLAGE PLANNING BOARD

A: Statement of Ownership and interest:

The Applicant(s) THOUSAND ISLANDS ARTS CENTER Phone# (315) 686-5552
is/are the owner(s) of property situated at the following
address: 321 JAMES STREET

The above-described property was acquired by the applicant(s) on
Date: 12-29-2003

B. Request:

Applicant(s) request(s) a Site Plan Review for the use of the property
for A NEW MUSEUM as
provided by the Village of Clayton Zoning local law; and in support of
the application hereby submits the following:

ADDRESS EACH OF THE FOLLOWING ITEMS

1. The title of the drawing, including the name and address of the applicant and the person responsible for the preparation of such drawing. The "drawing" shall be defined as preliminary architectural drawing for buildings to be constructed, floor plans, exterior elevations and section and engineering plans to include street improvements, storm drainage and water supply and sanitary sewer facilities.

2. North arrow, scale and date.

Standardized NOTICE FORM for Providing 30-Day Advance Notice to a Local Municipality or Community Board

1. Date Notice Sent: 01/05/2024 1a. Delivered by: Certified Mail Return Receipt Requested

2. Select the type of Application that will be filed with the Authority for an On-Premises Alcoholic Beverage License:

For premises outside the City of New York:

☒ New Application ☐ Removal ☐ Class Change

For premises in the City of New York:

☐ New Application ☐ New Application and Temporary Retail Permit ☐ Renewal ☐ Alteration ☐ Removal

☐ Class Change ☐ Method of Operation ☐ Corporate Change

For **New** and Temporary Retail Permit applicants, answer each question below using all information known to date

For **Renewal** applicants, answer all questions

For **Alteration** applicants, attach a complete written description and diagrams depicting the proposed alteration(s)

For **Corporate Change** applicants, attach a list of the current and proposed corporate principals

For **Removal** applicants, attach a statement of your current and proposed addresses with the reason(s) for the relocation

For **Class Change** applicants, attach a statement detailing your current license type and your proposed license type

For **Method of Operation Change** applicants, although not required, if you choose to submit, attach an explanation detailing those changes

Please include all documents as noted above. Failure to do so may result in disapproval of the application.

This 30-Day Advance Notice is Being Provided to the Clerk of the Following Local Municipality or Community Board:

3. Name of Municipality or Community Board: Village of Clayton

Applicant/Licensee Information:

4. Licensee Serial Number (if applicable): _____ Expiration Date (if applicable): _____

5. Applicant or Licensee Name: The Lawrence LLC

6. Trade Name (if any): _____

7. Street Address of Establishment: 530 Theresa Street

8. City, Town or Village: Clayton, NY Zip Code: 13624

9. Business Telephone Number of applicant/ Licensee: 315-729-9310

10. Business E-mail of Applicant/Licensee: morgiamasonry@yahoo.com

11. Type(s) of alcohol sold or to be sold: ☐ Beer & cider ☐ Wine, Beer & Cider ☒ Liquor, Wine, Beer & Cider

12. Extent of Food Service: ☐ Full Food menu; full kitchen run by a chef/cook ☒ Menu meets legal minimum food requirements; food prep area required

13. Type of Establishment: Bar/Tavern

☐ Seasonal Establishment ☒ Juke Box ☐ Disc Jockey ☒ Recorded Music ☐ Karaoke

14. Method of Operation: (check all that apply) ☐ Live Music (give details i.e., rock bands, acoustic, jazz, etc.): _____

☒ Patron Dancing ☐ Employee Dancing ☐ Exotic Dancing ☐ Topless Entertainment

☐ Video/Arcade Games ☐ Third Party Promoters ☐ Security Personnel

☐ Other (specify): _____

15. Licensed Outdoor Area: ☒ None ☐ Patio or Deck ☐ Rooftop ☐ Garden/Grounds ☐ Freestanding Covered Structure
(check all that apply) ☐ Sidewalk Cafe ☐ Other (specify): _____

OFFICE USE ONLY		
<input type="radio"/> Original	<input type="radio"/> Amended	Date _____

16. List the floor(s) of the building that the establishment is located on: 1st floor
17. List the room number(s) the establishment is located in within the building, if appropriate: all
18. Is the premises located within 500 feet of three or more on-premises liquor establishments? ☐ Yes ☒ No
19. Will the license holder or a manager be physically present within the establishment during all hours of operation? ☐ Yes ☒ No
20. If this is a transfer application (an existing licensed business is being purchased) provide the name and serial number of the licensee:
- | | |
|------|---------------|
| | |
| Name | Serial Number |
21. Does the applicant or licensee own the building in which the establishment is located? ☐ Yes (if YES, SKIP 23-26) ☒ No

Owner of the Building in Which the Licensed Establishment is Located

22. Building Owner's Full Name: Jeremy Kellogg
23. Building Owner's Street Address: 530 Theresa Street
24. City, Town or Village: Clayton State: NY Zip Code: 13624
25. Business Telephone Number of Building Owner: 315-523-0556

Representative or Attorney Representing the Applicant in Connection with the Application for a License to Traffic in Alcohol at the Establishment Identified in this Notice

26. Representative/Attorney's Full Name: Sandra Hogan
27. Representative/Attorney's Street Address: 16382 County Route 59
28. City, Town or Village: Dexter State: NY Zip Code: 13634
29. Business Telephone Number of Representative/Attorney: 315-767-6173
30. Business E-mail Address of Representative/Attorney: sandyjhogan@yahoo.com

I am the applicant or licensee holder or a principal of the legal entity that holds or is applying for the license. Representations in this form are in conformity with representations made in submitted documents relied upon by the Authority when granting the license. I understand that representations made in this form will also be relied upon, and that false representations may result in disapproval of the application or revocation of the license.

By my signature, I affirm - under **Penalty of Perjury** - that the representations made in this form are true.

31. Printed Principal Name: Kylie Morgia Title: Member

Principal Signature: Kylie Morgia

Joann Lenhard-Boye

From: Robert McDowell <trusteemcdowell@villageofclayton.org>
Sent: Friday, January 12, 2024 11:01 AM
To: Joann Lenhard-Boye
Cc: Mayor Hyde
Subject: January 22, 2024 agenda

Hi Joanne,

I would like to have a discussion with the board about "Chamber of Commerce Trolleys" at the Board meeting. Would you kindly add this to the agenda?

Thanks,

Bob McDowell

