

There was a Regular meeting of the Board of Trustees of the Village of Clayton on Monday March 27<sup>th</sup>, 2023, at 5:30 p.m.

***PRESENT:***

Norma Zimmer, Mayor  
Nancy L. Hyde, Deputy Mayor  
John Buker, Trustee  
Allen Heberling, Trustee  
Joanne Lenhard-Boye, Village Clerk  
Thomas Haynes, WWTP Supervisor, DANC  
Jefferey Mosher, WWTP Supervisor, DANC  
Terry Jones, DPW Supervisor

***ABSENT:***

Tony Randazzo, Trustee  
Kevin Patenaude, Chief of Police

**Pledge of Allegiance/Call to Order:**

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

***REQUEST TO BE ON AGENDA:***

1. Michael Lasell – MBL Engineering, PLLC for French Creek Properties. Michael addressed the Board with information on the new Subdivision that will be going in on James Street. This subdivision will consist of 22 lots for 22 single family homes for Residential development. They will be installing sanitary sewers, a pump station, storm sewer and a water main throughout these lots. The infrastructure will be installed meeting Village specifications and as approved by the Village Engineer, DPW, DANC, DEC, and DOH. Michael informed the Board that in order for them to move forward the DOH is asking the Village to approve a resolution stating that once construction is complete and utility infrastructure is inspected and accepted by the Village's Engineer, the Village intends to assume ownership and maintenance duties of the proposed utility infrastructure (not including the road).

The Board discussed and had questions for Michael. They decided to table this request, for the Village to approve resolution until after the Village's Attorney looks at the resolution. After the Village Attorney's approval the Board will vote on the resolution at its next board meeting on April 10<sup>th</sup>, 2023.

***VISITOR:***

1. *Dave Powers, Barton & Loguidice*
  - Barton & Loguidice Amendment No. 7 – Wastewater Infrastructure Improvement Project. This amendment is to the engineering services Agreement that will increase the fees for the following service: 4. Resident Project Representative. The original fee for this item was based on a substantial completion date of May

31, 2022. The total increase in the fees of \$61,500 reflects the anticipated cost from December 2022 through the completion of construction anticipated to be June 2023, of the hourly resident project representative services to be performed. After Board discussions

Trustee Hyde made a **MOTION** to approve Amendment No. 7 for an increased amount of \$61,500, Trustee Buker seconded all were in favor, motion carried. This Amendment will be attached to final minutes.

***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 presented to Board. This report is filed at the Village Clerks office. Terry also wanted to make a formal acknowledgement of how well his crew did for the winter months. He also commented on how nice the Time Capsule came out that was installed in a wall at the Municipal Building.
2. Spring pickup – May 8<sup>th</sup>, 2023 – Terry informed the Board that this ad will be put in the TI Sun’s newspaper for 2 consecutive weeks.

***WATER/WASTEWATER:***

Thomas Haynes, WWTP Supervisor – DANC

1. Monthly report – Thomas updated the Board with certain items from the monthly report including the W/S Asset Management Plan for 2023. The Board will take more time to look over the Asset Management Plan and let Thomas know if there should be any changes, and at the next board meeting the Board will approve. Jeff Mosher the new WWTP Supervisor finished with briefing the Board with Water and Sewer Plant updates. This full report is filed at the Village Clerks office.

Trustee Hyde made **MOTION** to approve the consent agenda 1-6; Trustee Heberling seconded; all were in favor motion carried.

***CONSENT AGENDA:***

- |  |                     |
|--|---------------------|
| 1. DRAFT Meeting Minutes March 13 <sup>th</sup> , 2023   |                     |
| 2. Payroll (P/R #21) 2/16/2023 to 03/01/2023             | \$ 38,604.29        |
| 3. Quarterly Payroll 03/08/2023                          | \$ 5,168.30         |
| 4 03/16//2023 Health Ins.                                | \$ 16,979.26        |
| 5. Prepay Abstract                                       | \$ 1,378.58         |
| 6. <b>Audited Abstract -03/27/2023</b>                   |                     |
| General Fund   | \$ 17,965.41        |
| Water Fund   | \$ 22,428.36        |
| Sewer Fund   | <u>\$ 24,778.66</u> |
| <b>Abstract Total</b>                                    | <b>\$ 65,172.43</b> |
| 7. <b>Audited Abstract Capital Projects – 03/27/2023</b> | <b>\$ 12,246.98</b> |

Trustee Hyde made the **MOTION** to approve audited abstract item #7 Capital Projects as presented; Trustee Heberling seconded, all in favor; motion carried.

**CLERK:**

1. Clerk filed tentative budget 2023-2024 - March 20<sup>th</sup>, 2023
2. Clerk Presents Tentative Budget to the Board
3. Set Public Hearing – VOC Tentative Budget 2023-2024

Trustee Hyde made **MOTION** to set Public Hearing for VOC Tentative Budget 2023-2024 for April 10<sup>th</sup>, at 5:30pm; Trustee Heberling seconded, all in favor; motion carried.

4. Set Public Hearing - Local Law No. 1 Override Tax levy Limit established in General Municipal Law 3-c.

Trustee Hyde made **MOTION** to set Public Hearing for Local Law No. 1 2023 Override Tax levy Limit for April 10<sup>th</sup>, at 5:30pm; Trustee Buker seconded, all in favor; motion carried.

5. February Financial Reports – Cash Summary, Statement of Activity, Period to Date Actuals

Trustee Buker made **MOTION** to accept February Financial Reports; Trustee Hyde seconded, all in favor; motion carried.

**BOARD COMMENTS:**

1. Trustee Heberling commented on how well detailed and informative the monthly reports are from DANC.

**MAYOR'S COMMENTS:**

1. Boat show will be this weekend.
2. Clipper Restaurant is opening April 14<sup>th</sup>, 2023. Mayor Zimmer commented that these are all reminders that summer is around the corner.

**ADJOURNMENT:**

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

Respectfully,

Joanne Lenhard-Boye, Village Clerk