

VILLAGE OF CLAYTON BOARD OF TRUSTEES
AGENDA PUBLIC HEARING & REGULAR
MEETING
April 14th, 2025 – 5:00 PM

PUBLIC HEARING 5:00PM

1. FYE 2025-2026 Tentative Budget
2. Local Law #1 2025 – Tax Cap Override

VISITOR:

1. **MOTION** - Parker Schleher as Zoning Board of Appeals - Introducing himself to the Village Board.
2. Jordan Coughlin – Village and Town Historian
3. Bobby Cantwell – Poker Run

POLICE:

1. Activity Report

DPW:

1. Activity Report
2. Mining Training

CONSENT AGENDA:

1. DRAFT Meeting Minutes, March 24th, 2025
2. Payroll (P/R #22) 03/13/2024 to 03/26/2025 \$ 41,720.94
3. Teamsters Health & Hospital April 2025 \$ 19,857.00
4. Prepay Abstract – 03/28/2025 \$ 23,278.93
5. Abstract -04/14/2025

General Fund	\$ 38145.39
Water Fund	\$ 8,710.40
Sewer Fund	\$ 13,141.22
Total	\$ 59,997.01

6. Capital Projects \$27,817.12

NEW BUSINESS:

1. **MOTION** - approve short-form SEQR to declare Local Law #1 a negative declaration, an unlisted action under the SEQR law.
2. **MOTION & VOTE** Resolution 2025-03 – Local Law #1 Override Tax Levy
3. **MOTION & VOTE** Resolution 2025-04 EFC Refunding bond at zero percent interest
4. **MOTION** – Jefferson-Lewis-Hamilton-Herkimer-Oneida BOCES Drug and Alcohol Program Municipal agreement 2025.

CLERK:

1. **MOTION** – Water/Sewer Relevy for 2025

MAYOR:

1. Sidewalks
2. Neighbors of Watertown, Inc.

ADJOURNMENT:

LOCAL LAW FILING

(Use this form to file a local law with the Secretary of State)

Text of law should be given as amended. Do not include matter being eliminated and do not use italics or underlining to indicate new matter.

Village of Clayton

Local Law No. 1 of the year 2025

A local law to override the tax levy limit established in General Municipal Law §3-c

Be it enacted by the Board of Trustees of the Village of Clayton as follows:

Section 1. Legislative Intent

It is the intent of this local law to allow the Village of Clayton to adopt a budget for the fiscal year commencing June 1, 2025 that requires a real property tax levy in excess of the "tax levy limit" as defined by General Municipal Law § 3-c.

Section 2. Authority

This local law is adopted pursuant to subdivision 5 of General Municipal Law §3-c, which expressly authorizes a local government's governing body to override the property tax cap for the coming fiscal year by the adoption of a local law approved by a vote of sixty percent (60%) of said governing body.

Section 3. Tax Levy Limit Override

The Board of Trustees of the Village of Clayton, County of Jefferson, is hereby authorized to adopt a budget for the fiscal year commencing June 1, 2025 that requires a real property tax levy in excess of the amount otherwise prescribed in General Municipal Law §3-c.

Section 4. Severability

If a court determines that any clause, sentence, paragraph, subdivision, or part of this local law or the application thereof to any person, firm or corporation, or circumstance is invalid or unconstitutional, the court's order or judgment shall not affect, impair, or invalidate the remainder of this local law, but shall be confined in its operation to the clause, sentence, paragraph, subdivision, or part of this local law or in its application to the person, individual, firm or corporation or circumstance, directly involved in the controversy in which such judgment or order shall be rendered.

Section 5. Effective date

This local law shall take effect immediately upon filing with the Secretary of State.

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Actions



[EXTERNAL] Fwd: Fw: Zoning Board

From: "Mariah LaClair" <mclair@townofclayton.com>

To: "Joanne Lenhard-Boye" <clerk@villageofclayton.org>

Cc: "Savarah Wright" <swright@townofclayton.com>

Good morning Joanne, the Town Board appointed Parker Schleher, pending Village approval, at last night's meeting. I

----- Forwarded message -----

From: **Tim Doney** <townsupervisor@townofclayton.com>

Date: Fri, Mar 14, 2025 at 10:42 AM

Subject: Fw: Zoning Board

To: swright@townofclayton.com <swright@townofclayton.com>, mclair@townofclayton.com <mclair@townofclay

From: pj@propertylm.com <Pj@propertylm.com>

Sent: Wednesday, March 12, 2025 3:23 PM

To: Tim Doney <townsupervisor@townofclayton.com>

Subject: Fwd: Zoning Board

Sent from my iPhone

Begin forwarded message:

From: pj@propertylm.com

Date: March 7, 2025 at 8:50:41 AM EST

To: smccarger@townofclayton.com

Subject: Zoning Board

Hello my name is Parker Schleher and after conversation with Supervisor Doney I am asking to join the Zoning

Sent from my iPhone

POLICE DEPARTMENT ACTIVITY REPORT
03/21/25 TO 04/10/25
CRIMINAL INVESTIGATIONS

<u>OFFENSE</u>	<u>#</u>	<u>STATUS</u>
ROBBERY	1	PEND. GRAND JURY
LARCENY	2	INVESTIGATED
FRAUD	1	INVESTIGATED

NON – CRIMINAL CASES

<u>OFFENSE</u>	<u>#</u>	<u>STATUS</u>
DISTURBANCE	3	INVESTIGATED
TRESPASS	2	INVESTIGATED
DEATH	1	INVESTIGATED

VEHICLE AND TRAFFIC CASES

<u>OFFENSE</u>	<u>#</u>	<u>STATUS</u>
ASSIST MOTORIST	2	N/A
MVA PROPERTY DMG	2	INVESTIGATED
WARNINGS FOR VIOLATIONS	6	N/A

OTHER POLICE ACTIVITIES

<u>OFFENSE</u>	<u>#</u>
MISC CALLS FOR POLICE SERVICES	10
ASSIST OTHER AGENCY	5

DPW ACTIVITY REPORT FOR 4/14/25

STREETS:

- 1. We have assisted in crossing kids at the school crosswalks when needed.*
- 2. We have made 3 rounds of brush pickup due to the recent ice event.*
- 3. Replaced a damaged NO PARKING sign on Union St.*
- 4. Swept Graves St., Purcell Dr., James St, East Line Rd. and the parking lot at the Highway Garage for the boat show.*

EQUIPMENT:

- 1. Replaced the starter in truck #23 plow truck.*
- 2. Replaced the fuel pump in truck #24. (1998 stakerack).*
- 3. Replaced the alternator belt on the toolcat.*

SEWERS:

- 1. Ran the sewer camera in the sewer main at 312 Mary St. We determined that there are a few sags in the line. However nothing that we think would cause the homeowner's stoppages. We will continue to monitor it.*
- 2. Mortared around the manhole ring on Strawberry Lane that had a small void in it.*

DOCKS:

- 1. Rebuilt a new diver's dock that we will install in May.*
- 2. Replaced the heaters in the ladies room at Rotary Park.*

PARKS:

- 1. New Century Electric is scheduled to replace the wiring to the 4 pole lights on the west side of Wood Park the week of April 21st.*

WATER:

- 1. The water lateral at 318 Webb St has been replaced on the Village and homeowner's side of the service.*

BUILDINGS:

- 1. Cleaned up the garage at the Low lift apartment and threw away any remaining trash that was left.*
- 2. Helped clean up the Highway Garage for the annual boat show.*
- 3. Installed new brick mould around the new door at the Lions building.*
- 4. Began painting the bathrooms at the Municipal Building starting with the men's room.*
- 5. Caulked an area on the north exterior wall of the Municipal Building that was allowing heavy rain to penetrate into the supply room.*
- 6. Changed ballast in one of the lights at the Municipal Building and also cleaned the lenses and ceiling fans.*
- 7. Unclogged the sewer lateral at the library. After clearing the line, we ran the sewer camera. There are no obstructions, breaks or voids in the line to explain why they had this problem. Based on our experience with these kind of things, we believe that someone flushed something down the toilet, that they shouldn't have.*

Respectfully submitted,

Terry Jones, DPW Superintendent

There was a regular meeting of the Board of Trustees of the Village of Clayton on Monday March 24th, 2025, at 5:00 p.m.

PRESENT:

Nancy L. Hyde, Mayor
Robert McDowell, Deputy Mayor
Michael Kinnie, Trustee
Ron Duford, Trustee
Robert Riddoch, Trustee
Terry Jones, DPW Superintendent
Jeff Mosher, WWTP Supervisor, DANC
Joanne Lenhard-Boye, Clerk

ABSENT:

Pledge of Allegiance/Call to Order:

Mayor Hyde led the Pledge of Allegiance and opened the Regular meeting at 5:00 p.m.

WATER/WASTEWATER:

Jeffrey Mosher, WWTP Supervisor, DANC

1. **Monthly Report** – Jeff reviewed his monthly report with the board. This report is filed at the Village Clerks office.

2. **Request Board Approval - Eric Dingman & Marshall Green** – SUNY Potsdam Water Conf. Training

MOTION was made by Deputy Mayor McDowell to approve SUNY Potsdam Water Conference Training; Trustee Riddoch seconded; all in favor motion carried.

POLICE REPORT:

Kevin Patenaude, Chief of Police

1. **Activity Report** – was submitted to the board. The Board reviewed this report and is filed at the Village Clerks Office.

DPW REPORT:

Terry Jones, DPW Supervisor

1. **Activity Report** – report was given to the Board. This report is filed at the Village Clerk's Office.

3. **Spring Pickup** – Terry announced that the spring pickup date for 2025 will be Monday May 5th, 2025.

ZONING OFFICER REPORT:

Dave Wilder, Zoning Officer

1. **Monthly Report** – Dave reviewed his monthly report with the Board. This report is filed at the Village Clerk's Office.

CONSENT AGENDA:

1. DRAFT Meeting Minutes March 10 th , 2025	
2. Payroll (P/R #21) 02/27/2025 to 03/12/2025	\$42,198.39
3. Quarterly Payroll Officials & Historian	\$ 6,042.95
4. Teamsters Health & Hospital March 2025	\$27,057.00
5. Prepaid Abstract 03/19/2025	\$ 1,033.19
6. Abstract - 03/24/2025	
General Fund	\$ 5,661.01
Water Fund	\$ 14,834.37
Sewer Fund	\$ 18,365.48
Total	\$ 38,860.86

7. **Capital Projects Abstract-03/24/2025** \$ 514.50

MOTION was made by Trustee Duford to approve consent agenda items #1-6, Trustee Riddoch seconded, all in favor motion carried.

MOTION was made by Deputy Mayor McDowell to approve capital projects item #7; Trustee Kinnie seconded, all in favor motion carried.

CLERK:

Joanne Lenhard-Boye, Village Clerk

1. **The clerk presented the tentative budget - FYE 2025-2026** to the board.
2. **The clerk presented Local Law No. 1 of 2025 - Tax Cap Levy** to the board.
3. **Resignation - Ashley Owens** effective April 1st, 2025, from Zoning Board of Appeals
4. **Nick Reddick - Joint Town/Village Zoning Board of Appeals**

MOTION was made by Deputy Mayor McDowell to approve Nick Reddick for Zoning Board of Appeals; Trustee Riddoch seconded; all in favor motion carried.

5. **Adam Powers as Vice Chairperson for Planning Board**

MOTION was made by Deputy Mayor McDowell to approve Adam Powers as Vice Chairperson for Planning Board; Trustee Riddoch seconded; all in favor motion carried.

6. **Set Public Hearing - VOC Tentative Budget 2025-2026 - April 14th, 2025.**

MOTION was made by Trustee Kinnie to approve public hearing for VOC Tentative Budget 2025-2026 for April 14th, 2025; Trustee Riddoch seconded; all in favor motion carried.

7. **Set Public Hearing - Local Law No.1 of 2025 Tax Cap Levy - April 14th, 2025.**

MOTION was made by Deputy Mayor McDowell to approve public hearing for local law #1 Tax Cap Levy for April 14th, 2025; Trustee Riddoch seconded; all in favor motion carried.

TREASURER:

Amanda Cantwell, Village Treasurer

1. **February 2025 Financial Reports**

MOTION made by Deputy Mayor McDowell to approve the Feb 2025 Financial Reports; Trustee Kinnie seconded, all in favor motion carried.

2. **Approval of Society of Human Resources Management Training- Amanda Cantwell**

MOTION made by Trustee Kinnie to approve HRM Training for Amanda Cantwell, Deputy Clerk/Treasurer; seconded by Deputy Mayor McDowell all in favor motion carried.

MAYOR:

1. The mayor commented on how well the Irish Festival went over the weekend, and Trustee Riddoch expressed his profound appreciation for the extensive assistance provided by our DPW department.

2. The mayor reminded the board that there will be a workshop meeting on April 14th at the Municipal Building starting at 4p.m. The Auditor will be there to answer questions.

BOARD REPORTS:

1. **Trustee Duford – Resolution 2025-02- Pro-Housing Communities Pledge**
MOTION made by Trustee Duford to offer the resolutions adoption; Trustee Riddoch seconded.

RESOLUTION 2025-02
Pro-Housing Communities pledge

The following resolution was offered by Trustee Duford, who moved its adoption, seconded by Trustee Riddoch, to wit:

WHEREAS, the Village of Clayton believes that the lack of housing for New York residents of all ages and income levels negatively impacts the future of New York State's economic growth and community well-being.

WHEREAS, the housing crisis has negative effects at regional and local levels, we believe that every community must do their part to contribute to housing growth and benefit from the positive impacts a healthy housing market brings to communities;

WHEREAS, we believe that supporting housing production of all kinds in our community will bring multiple benefits, including increasing housing access and choices for current and future residents, providing integrated accessible housing options that meet the needs of people with sensory and mobility disabilities, bringing economic opportunities and vitality to our communities, and allowing workers at all levels to improve their quality of life through living closer to their employment opportunities;

WHEREAS, we believe that evidence showing that infill development that reduces sprawl and supports walkable communities has significant environmental and public health benefits; and

WHEREAS, we believe that affirmatively furthering fair housing and reducing segregation is not only required by law, but is essential for keeping our community strong and vibrant;

NOW, THEREFORE, IT IS HEREBY RESOLVED that Village of Clayton, to take positive steps to alleviate the housing crisis, adopts the Pro- Housing Communities pledge, which will have us try to take the following important steps:

1. Streamlining permitting multifamily housing, affordable housing, accessible housing, accessory dwelling units, and supportive housing.
2. Adopting policies that affirmatively further fair housing.
3. Incorporating regional housing needs into planning decisions.
4. Increasing development capacity for residential uses.
5. Enacting policies that encourage a broad range of housing development, including multifamily housing, affordable housing, accessible housing, accessory dwelling units, and supportive housing.

The vote on the foregoing resolution was as follows:

Nancy Hyde, Mayor	yes
Robert McDowell, Deputy Mayor	yes
Robert Riddoch, Trustee	yes
Ronald Duford, Trustee	yes
Michael Kinnie, Trustee	yes

The foregoing resolution was thereupon declared duly adopted on March 24th, 2025.

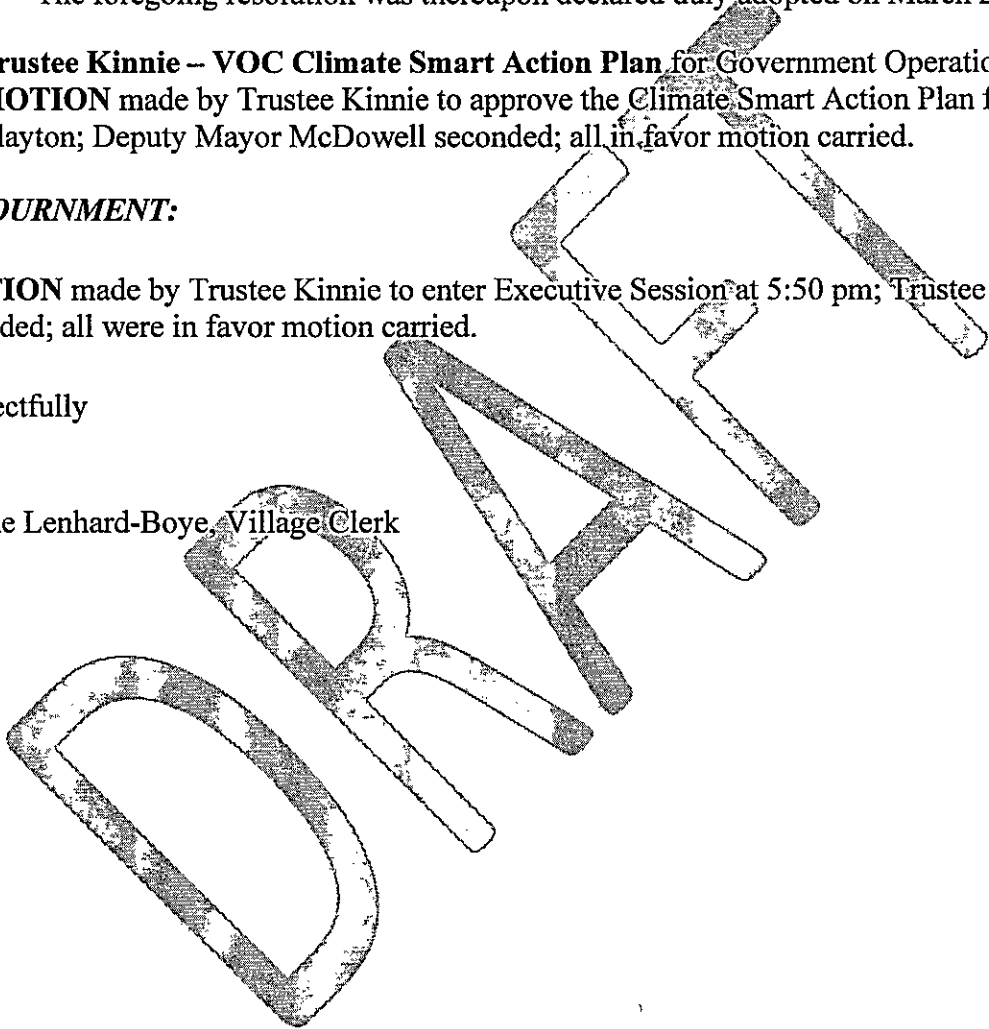
Trustee Kinnie – VOC Climate Smart Action Plan for Government Operation
MOTION made by Trustee Kinnie to approve the Climate Smart Action Plan for Village of Clayton; Deputy Mayor McDowell seconded; all in favor motion carried.

ADJOURNMENT:

MOTION made by Trustee Kinnie to enter Executive Session at 5:50 pm; Trustee Riddoch seconded; all were in favor motion carried.

Respectfully

Joanne Lenhard-Boye, Village Clerk



Prepays

**Village of Clayton
Abstract of Audited Vouchers from 3/28/2025 to 3/28/2025**

<u>Claimant</u>	<u>Invoice Date</u>	<u>Invoice</u>	<u>Voucher #</u>	<u>Description</u>	<u>Distribution Acct</u>	<u>A/P Owed</u>	<u>Chk #</u>	<u>Chk Date</u>
Voucher Type: Regular								
NATIONAL GRID			25666					
	3/25/2025	03.2025		BILLING PERIOD 02/24/2025-03/24/2025	AA.1620.400.000.	1,653.13		
	3/25/2025	03.2025		BILLING PERIOD 02/24/2025-03/24/2025	AA.5110.400.000.	34.07		
	3/25/2025	03.2025		BILLING PERIOD 02/24/2025-03/24/2025	AA.5182.400.000.	5,161.34		
	3/25/2025	03.2025		BILLING PERIOD 02/24/2025-03/24/2025	AA.6410.400.000.	137.61		
	3/25/2025	03.2025		BILLING PERIOD 02/24/2025-03/24/2025	AA.7140.400.000.	510.28		
	3/25/2025	03.2025		BILLING PERIOD 02/24/2025-03/24/2025	AA.7180.400.000.	351.21		
	3/25/2025	03.2025		BILLING PERIOD 02/24/2025-03/24/2025	FX.8320.400.000.	4,052.74		
	3/25/2025	03.2025		BILLING PERIOD 02/24/2025-03/24/2025	FX.8340.400.000.	132.45		
	3/25/2025	03.2025		BILLING PERIOD 02/24/2025-03/24/2025	GG.8120.400.000.	3,202.31		
	3/25/2025	03.2025		BILLING PERIOD 02/24/2025-03/24/2025	GG.8121.400.000.	2,016.05		
	3/25/2025	03.2025		BILLING PERIOD 02/24/2025-03/24/2025	GG.8130.400.000.	5,611.03		
						<u>22,862.22</u>		
<u>NATIONAL GRID Total</u>								
VERIZON WIRELESS			25667					
	3/10/2025	6108196646		SERVICE FROM 03/11/2024-04/10/2025	AA.3120.402.000.	75.98		
	3/10/2025	6108196646		SERVICE FROM 03/11/2024-04/10/2025	AA.5110.400.000.	62.50		
	3/10/2025	6108196646		SERVICE FROM 03/11/2024-04/10/2025	AA.7180.400.000.	138.48		
	3/10/2025	6108196646		SERVICE FROM 03/11/2024-04/10/2025	FX.8320.400.000.	69.89		
	3/10/2025	6108196646		SERVICE FROM 03/11/2024-04/10/2025	GG.8130.400.000.	69.86		
						<u>416.71</u>		
<u>VERIZON WIRELESS Total</u>								
Total for Voucher Type: Regular						<u>23,278.93</u>		
Total:								
Regular						23,278.93		
Total						23,278.93		

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

**23,278.93
23,278.93**

Date

Mayor/Deputy Mayor Signature

Abstract

Village of Clayton Abstract of Audited Vouchers from 4/14/2025 to 4/14/2025

<u>Claimant</u>	<u>Invoice Date</u>	<u>Invoice</u>	<u>Voucher #</u>	<u>Description</u>	<u>Distribution Acct</u>	<u>A/P Owed</u>	<u>Chk #</u>	<u>Chk Date</u>
Voucher Type: Regular								
ALLEGIANCE TRUCKS WATERTOWN			25674					
	4/02/2025	X813020059:01		(1) FLEETRITE FUEL PUMP	AA.5110.400.000.	224.62		
ALLEGIANCE TRUCKS WATERTOWN Total						<u>224.62</u>		
AMAZON CAPITAL SERVICES			25752					
	3/29/2025	1CFT-9CGT-YFV4		EIGHT O'CLOCK COFFEE KCUPS	AA.1620.400.000.	32.42		
	3/31/2025	1TCX-WYM3-		GREEN MOUNTAIN KCUP	AA.1620.400.000.	40.34		
	4/07/2025	1TF9-7R1H-9XLG		(1) SURGE PROTECTOR POWER STRIP	AA.1325.400.000.	37.88		
AMAZON CAPITAL SERVICES Total						<u>110.64</u>		
AMERICAN ROCK SALT CO LLC			25729					
	4/04/2025	0797303		(37.23) TONS BULK ICE CONTROL	AA.5110.400.000.	2,402.45		
	4/07/2025	0797402		(101.76) TONS BULK ICE CONTROL	AA.5110.400.000.	4,712.63		
AMERICAN ROCK SALT CO LLC Total						<u>7,115.08</u>		
ANTHONY DIVALENTINO			25686					
	4/07/2025	FY2025- FINAL		\$599 BENIFIT	AA.9089.800.000.	196.06		
ANTHONY DIVALENTINO Total						<u>196.06</u>		
BLUE MOUNTAIN SPRING WATER			25701					
	3/26/2025	465047		(2) 5 GALS SPRING WATER	AA.1620.400.000.	19.90		
	4/10/2025	488960		(2) 5 GALS SPRING WATER	AA.1620.400.000.	19.90		
BLUE MOUNTAIN SPRING WATER INC Total						<u>39.80</u>		
CCNNY, LLC.			25702					
	4/03/2025	17025		I/T SERVICE 03.2025	AA.3120.402.000.	300.00		
	4/03/2025	17025		I/T SERVICE 03.2025	AA.5110.400.000.	150.00		
	4/03/2025	17025		I/T SERVICE 03.2025	AA.8010.400.000.	75.00		
	4/03/2025	17025		I/T SERVICE 03.2025	AA.1325.400.000.	325.00		
	4/03/2025	17025		I/T SERVICE 03.2025	GG.8130.401.000.	150.00		
CCNNY, LLC. Total						<u>1,000.00</u>		
CHARLES GARLOCK & SONS INC			25679					
	3/05/2025	431376		(11) 3/8"-4X8 GROOVED SMART BD SIDING	AA.5110.400.000.	461.89		
CHARLES GARLOCK & SONS INC Total						<u>461.89</u>		
CHARTER COMMUNICATIONS			25717					
	3/14/2025	146060401031425		SERVICE FROM 03/19/2025-04/18/2025	FX.8320.400.000.	119.98		
CHARTER COMMUNICATIONS Total						<u>119.98</u>		
CONVERSE LABORATORIES INC			25710					
	4/04/2025	72908		DRINKING WATER SAMPLES 03.2025	FX.8340.403.000.	109.00		
	4/04/2025	72909		WASTE WATER SAMPLES 03.2025	GG.8130.407.000.	922.00		
CONVERSE LABORATORIES INC Total						<u>1,031.00</u>		
COOK BROTHERS TRUCK PARTS CO			25675					
	4/01/2025	2355521		(1) 38PE STARTER	AA.5110.400.000.	347.47		
	4/03/2025	2358933		(1) FLEETLINE 83 SERIES HEAVY DUTY	AA.5110.400.000.	81.27		

Village of Clayton

Abstract of Audited Vouchers from 4/14/2025 to 4/14/2025

<u>Claimant</u>	<u>Invoice Date</u>	<u>Invoice</u>	<u>Voucher #</u>	<u>Description</u>	<u>Distribution Acct</u>	<u>A/P Owed</u>	<u>Chk #</u>	<u>Chk Date</u>
	4/08/2025	2361461		(1) EB 1131MF BATTERY	AA.5110.400.000.	188.25		
COOK BROTHERS TRUCK PARTS CO Total						616.99		
DORR MARINE & EXCAVATION INC			25697					
	3/24/2025	1657		STEEL FLAT, GALV PAINT- DIVER'S DOCK	AA.7180.400.000.	390.00		
	4/01/2025	1665		FLAT STEEL - DIVERS DOCK	AA.7180.400.000.	207.11		
DORR MARINE & EXCAVATION INC Total						597.11		
DRY HILL WATER HAULERS			25708					
	4/10/2025	2514		103,200 GALLONS SLUDGE	GG.8189.400.000.	6,192.00		
DRY HILL WATER HAULERS Total						6,192.00		
EQUIPMENT RENTALS INC			25734					
	4/08/2025	0064280-00		(1) BELT	AA.5110.400.000.	52.61		
EQUIPMENT RENTALS INC Total						52.61		
GILLEES AUTO TRUCK & MARINE			25727					
	4/09/2025	701458		(1) MACS IGNITION SEALER	AA.5110.400.000.	8.99		
GILLEES AUTO TRUCK & MARINE Total						8.99		
GRAINGER			25709					
	3/21/2025	9447047565		(1) SUBMERSIBLE SEWAGE PUMP	GG.8130.200.000.	547.14		
GRAINGER Total						547.14		
GUARDIAN - SMD			25703					
	4/01/2025	Q1 2025		Q1 2025 DISABILITY INS. POLICY	AA.9055.800.000.	31.20		
GUARDIAN - SMD Total						31.20		
HARBOR FREIGHT COMMERCIAL			25760					
	3/13/2025	416223		(1) 1T TELESCOPING GANTRY CRANE	GG.8130.401.000.	849.99		
HARBOR FREIGHT COMMERCIAL ACCOUNT Total						849.99		
HAZLEWOOD MECHANICALS RETAIL			25718					
	3/21/2025	5242		(4) 4" S&D PLUG	FX.8340.401.000.	68.01		
	3/21/2025	5248		(1) FERNCO TEE	FX.8340.401.000.	13.92		
HAZLEWOOD MECHANICALS RETAIL Total						81.93		
KENDALL, HARRIENGER &			25668					
	4/01/2025	8451		GENERAL MATTERS 03.2025	AA.1420.400.000.	1,128.00		
KENDALL, HARRIENGER & BURROWS Total						1,128.00		
LOCAL GOVERNMENT SUPPORT			25705					
	3/21/2025	1515		BOOKKEEPING SERVICES OCT - MAR 2025	AA.1325.400.000.	6,250.02		
	3/21/2025	1516		2024 AUDIT SUPPORT	AA.1325.400.000.	4,286.25		
	4/01/2025	1535		BOOKKEEPING SERVICES APRIL 2025	AA.1325.400.000.	1,041.67		
LOCAL GOVERNMENT SUPPORT SERVICES LLC Total						11,577.94		
MCQUADE & BANNIGAN INC			25677					
	3/31/2025	4255620		(6) L CUS WORKRIGHT OC UTILITY GLOVE	AA.5110.400.000.	134.92		
MCQUADE & BANNIGAN INC Total						134.92		

Village of Clayton

Abstract of Audited Vouchers from 4/14/2025 to 4/14/2025

<u>Claimant</u>	<u>Invoice Date</u>	<u>Invoice</u>	<u>Voucher #</u>	<u>Description</u>	<u>Distribution Acct</u>	<u>A/P Owed</u>	<u>Chk #</u>	<u>Chk Date</u>
NYS SOCIETY OF MUNICIPAL	3/27/2025	2025	25672	2024-2025 MEMBERSHIP DUES	AA.1325.400.000.	100.00		
NYS SOCIETY OF MUNICIPAL FINANCE OFFICERS Total						100.00		
NYSPSP	4/09/2025	2297091-R	25723	(1) 10x15 KORALEX FLAG	AA.7140.400.000.	109.56		
NYSPSP Total						109.56		
PHINNEY'S AUTOMOTIVE CENTER	3/20/2025	107521	25695	VEHICLE INSPECTION 2022 FORD F-250	AA.5110.400.000.	21.00		
PHINNEY'S AUTOMOTIVE CENTER Total						21.00		
REINMAN'S DEPT STORE	3/03/2025	429170	25736	(4) ROLLER 3" 3/8" NAP LINER	AA.5110.400.000.	12.55		
	3/04/2025	429199		(2) CLOROX CLNR BLCH	AA.5110.400.000.	12.58		
	3/04/2025	429203		(1) BROAD HINGE 3"	AA.7140.400.000.	8.99		
	3/07/2025	429259		(1) LINZER CHIP BRUSH	AA.5110.400.000.	3.13		
	3/10/2025	429307		(1) TRIM BRUSH 2"	AA.5110.400.000.	8.09		
	3/11/2025	429346		(1) PVC GROUND CONN 3WIRE	AA.5110.400.000.	6.29		
	3/14/2025	429423		(1) QUICKCHANGE BAR CLAMP	AA.7180.400.000.	28.79		
	3/17/2025	429462		(2) SPRYPNT ACE RED	AA.7180.400.000.	21.56		
	3/17/2025	429473		(1) WATERPRF SANDPAPER 600GT	AA.7180.400.000.	0.89		
	3/19/2025	429545		(1) BOLT EYE W/NUT 3/8X6"	AA.7180.400.000.	6.62		
	3/20/2025	429574		(1) QUICKCHANGE BAR CLAMP	AA.7180.400.000.	31.31		
	3/21/2025	429601		(1) WOOD SHIMS 8" 12PK	AA.7180.400.000.	2.06		
	3/27/2025	429731		(3) NUTS & BOLTS	AA.7180.400.000.	47.22		
	3/27/2025	429735		(1) AUGER BIT	AA.7180.400.000.	25.18		
	3/31/2025	429799		(1) PAINT QT FLAT BLACK	AA.7180.400.000.	16.19		
REINMAN'S DEPT STORE Total						231.45		
SLACK CHEMICAL CO INC	3/14/2025	215396	25721	(2) RETURNED CYLINDERS	GG.8130.404.000.	-2,000.00		
	3/14/2025	483908		(2) 1E BIN STERNPAC	GG.8130.404.000.	5,072.75		
	3/14/2025	483909		(108) 50# BAG DIATOMACEOUS EARTH	FX.8320.404.000.	8,113.50		
SLACK CHEMICAL CO INC Total						11,186.25		
STAPLES CONTRACT &	3/20/2025	6027173525	25707	(1) BRIGHTON LEMON DISINFECTANT	AA.7180.400.000.	101.97		
	3/20/2025	6027173525		(1) BRIGHTON LEMON DISINFECTANT	AA.1620.400.000.	20.57		
STAPLES CONTRACT & COMMERCIAL Total						122.54		
T I PRINTING CO INC	3/19/2025	204381	25754	LEGAL NOTICE - WORKSHOP MEETING	AA.1325.400.000.	25.53		
	3/26/2025	204468		LEGAL NOTICE - WORKSHOP MEETING	AA.1325.400.000.	26.72		
	3/26/2025	204469		LEGAL NOTICE - TENTATIVE BUDGET	AA.1325.400.000.	36.59		
	3/26/2025	204470		LEGAL NOTICE - LOCAL LAW #1 2025	AA.1325.400.000.	32.25		
	3/26/2025	204472		LEGAL NOTICE - PLANNING BOARD	AA.8020.400.000.	37.38		
T I PRINTING CO INC Total						158.47		

Village of Clayton

Abstract of Audited Vouchers from 4/14/2025 to 4/14/2025

<u>Claimant</u>	<u>Invoice Date</u>	<u>Invoice</u>	<u>Voucher #</u>	<u>Description</u>	<u>Distribution Acct</u>	<u>A/P Owed</u>	<u>Chk #</u>	<u>Chk Date</u>
THE UPS STORE			25712					
	4/03/2025	12504037153B0158		SAMPLES SHIPPED 04/03/2025	GG.8130.401.000.	17.82		
THE UPS STORE Total						17.82		
THE VICTORIAN			25730					
	3/06/2025	3/6/25 7404		(13.614) GAL PREMIUM	AA.5110.400.000.	49.14		
	3/07/2025	3/7/25 7486		(4.499) GALLONS KEROSENE	AA.5110.400.000.	23.80		
	3/10/2025	3/10/25 8564		(4.984) GALLONS KEROSENE	AA.5110.400.000.	21.67		
	3/11/2025	3/11/25 8953		(1.940) GALLONS PREMIUM	AA.5110.400.000.	6.98		
THE VICTORIAN Total						101.59		
THOUSAND ISLANDS ELECTRIC			25681					
	3/26/2025	8330		(2) WALL/CEILING FAN HEATER	AA.7140.400.000.	696.00		
	4/10/2025	8383		(2) WALL/CEILING FAN HEATER	AA.7180.400.000.	696.00		
THOUSAND ISLANDS ELECTRIC SUPPLY LLC Total						1,392.00		
TOWN OF CLAYTON			25759					
	3/18/2025	25-00112		02/2025 REIMBURSABLES	AA.5110.401.000.	5,735.28		
	4/09/2025	25-00114		JT HIGHWAY GARAGE INSURANCE 2025	AA.5110.401.000.	5,010.00		
TOWN OF CLAYTON Total						10,745.28		
UNIFIRST CORPORATION			25682					
	1/17/2025	1100159051		UNIFORM CLEANING 01/17/2025	AA.9189.800.000.	81.20		
	1/17/2025	1100159051		UNIFORM CLEANING 01/17/2025	GG.9089.801.000.	13.53		
	1/17/2025	1100159051		UNIFORM CLEANING 01/17/2025	FX.9089.801.000.	13.53		
	1/24/2025	1100161456		UNIFORM CLEANING 01/24/25	FX.9089.801.000.	14.65		
	1/24/2025	1100161456		UNIFORM CLEANING 01/24/25	GG.9089.801.000.	14.66		
	1/24/2025	1100161456		UNIFORM CLEANING 01/24/25	AA.9189.800.000.	87.95		
	1/31/2025	1100163892		UNIFORM CLEANING 01/31/2025	AA.9189.800.000.	82.83		
	1/31/2025	1100163892		UNIFORM CLEANING 01/31/2025	GG.9089.801.000.	13.80		
	1/31/2025	1100163892		UNIFORM CLEANING 01/31/2025	FX.9089.801.000.	13.81		
	3/21/2025	1100181996		UNIFORM CLEANING 03/21/2025	FX.9089.801.000.	19.53		
	3/21/2025	1100181996		UNIFORM CLEANING 03/21/2025	GG.9089.801.000.	19.53		
	3/21/2025	1100181996		UNIFORM CLEANING 03/21/2025	AA.9189.800.000.	117.19		
	3/28/2025	1100184243		UNIFORM CLEANING	AA.9189.800.000.	83.48		
	3/28/2025	1100184243		UNIFORM CLEANING	GG.9089.801.000.	13.91		
	3/28/2025	1100184243		UNIFORM CLEANING	FX.9089.801.000.	13.91		
	4/04/2025	1100186851		UNIFORM CLEANING 04/04/2025	FX.9089.801.000.	14.30		
	4/04/2025	1100186851		UNIFORM CLEANING 04/04/2025	GG.9089.801.000.	14.31		
	4/04/2025	1100186851		UNIFORM CLEANING 04/04/2025	AA.9189.800.000.	85.84		
UNIFIRST CORPORATION Total						717.96		
USABLUBOOK			25722					
	3/18/2025	INV00653954		(1) ECOSENSE OPTICAL DO/TEMP METER	GG.8130.401.000.	443.65		
	4/01/2025	INV00667839		(1) REPLACEMENT OPTICAL TEMP PROBE	GG.8130.401.000.	781.85		
USABLUBOOK Total						1,225.50		
WASTE MANAGEMENT OF NEW YORK LLC			25715					
	3/25/2025	3449601-0448-9		4-YARD DUMPSTER - 1 GARDNER STREET	GG.8130.400.000.	74.28		
	3/25/2025	3449601-0448-9		4-YARD DUMPSTER - 1 GARDNER STREET	FX.8320.400.000.	74.29		
WASTE MANAGEMENT OF NEW YORK LLC Total						148.57		

Village of Clayton Abstract of Audited Vouchers from 4/14/2025 to 4/14/2025

<u>Claimant</u>	<u>Invoice Date</u>	<u>Invoice</u>	<u>Voucher #</u>	<u>Description</u>	<u>Distribution Acct</u>	<u>A/P Owed</u>	<u>Chk #</u>	<u>Chk Date</u>
WELLS FARGO VENDOR FIN SERV	3/24/2025	5033736483	25714	KYOCERA PRINTER	FX.8320.400.000.	121.97		
WELLS FARGO VENDOR FIN SERV Total						<u>121.97</u>		
WHITES LUMBER INC	3/21/2025	3623895	25694	(3) 80LB QUIKRETE	AA.5110.400.000.	18.48		
	3/24/2025	3624774		(40) GALV FLAT WASHER	AA.7180.400.000.	43.20		
	3/24/2025	3624869		(1) QUIKRETE CONCRETE REPAIR	AA.5110.400.000.	9.99		
	3/24/2025	3624986		(3) 3X10 DECK FORCE TAN	AA.7180.400.000.	622.82		
	3/25/2025	3625350		(1) QUIKRETE CONCRETE REPAIR	AA.5110.400.000.	9.99		
	3/25/2025	3625796		(2) 24" STEEL BAR CLAMP	AA.7180.400.000.	37.98		
	3/26/2025	3626317		(24) MULTINAUTIC BACK PLATE 2X5X1/8	AA.7180.400.000.	213.64		
	3/27/2025	3626586		(5) 8' WHITE VINYL BRICK MOULDING	AA.7140.400.000.	121.23		
	3/28/2025	3627494		(1) 2x4x16 PRESSURE TREATED LUMBER	AA.7180.400.000.	88.31		
	4/02/2025	3630138		(1) DIABLO JIG SAW BLADE	AA.7180.400.000.	12.97		
	4/03/2025	3630564		(1) CEILING PAINT WHITE GALLON	AA.1620.400.000.	198.84		
	4/03/2025	3630719		(1) ROLL 3-3/4"X90' ZIP FLASHING TAPE	AA.1620.400.000.	101.71		
WHITES LUMBER INC Total						<u>1,479.16</u>		
Total for Voucher Type: Regular						<u>59,997.01</u>		
Total:								
Regular						59,997.01		
Total						<u>59,997.01</u>		

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

59,997.01
59,997.01

Date

Mayor/Deputy Mayor Signature

Capital Proj
Village of Clayton

Abstract of Audited Vouchers from 4/14/2025 to 4/14/2025

<u>Claimant</u>	<u>Invoice Date</u>	<u>Invoice</u>	<u>Voucher #</u>	<u>Description</u>	<u>Distribution Acct</u>	<u>A/P Owed</u>	<u>Chk #</u>	<u>Chk Date</u>
Voucher Type: <none>								
BARTON & LOGUIDICE DPC			25700					
	4/08/2025	150907		SERVICES THRU 03/22/2025	HH.1440.200.035.	25,429.12		
<u>BARTON & LOGUIDICE DPC Total</u>						25,429.12		
DEVELOPMENT AUTHORITY OF THE			25669					
	1/05/2025	336900		TECH SERVICES FROM 11/27/2024 TO	HH.1440.200.032.	599.50		
	1/05/2025	336908		SERVICES FROM 12/09/2024 TO 12/20/2024	HH.1440.200.035.	425.00		
	4/03/2025	335169		SERVICES PROVIDED FROM 10/11/2024 TO	HH.1440.200.035.	589.50		
	4/05/2025	339558		SERVICES FROM 03/04/2025 TO 03/26/2025	HH.1440.200.035.	774.00		
<u>DEVELOPMENT AUTHORITY OF THE NORTH COUNTRY</u>						2,388.00		
Total for Voucher Type: <none>						27,817.12		
Total:								
<none>						27,817.12		
Total						27,817.12		

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

27,817.12

27,817.12

Date

Mayor/Deputy Mayor Signature

Appendix C

State Environmental Quality Review

SHORT ENVIRONMENTAL ASSESSMENT FORM

For UNLISTED ACTIONS Only

PART I - PROJECT INFORMATION (To be completed by Applicant or Project Sponsor)

1. APPLICANT/SPONSOR Village of Clayton	2. PROJECT NAME Local Law #1 of 2025 - Override Tax Levy Limit
3. PROJECT LOCATION: Municipality Village of Clayton County Jefferson	
4. PRECISE LOCATION (Street address and road intersections, prominent landmarks, etc., or provide map) N/A	
5. PROPOSED ACTION IS: <input checked="" type="checkbox"/> New <input type="checkbox"/> Expansion <input type="checkbox"/> Modification/alteration	
6. DESCRIBE PROJECT BRIEFLY: Local law authorizing the Village to override the tax levy limit for fiscal year 2025-2026.	
7. AMOUNT OF LAND AFFECTED: Initially <u>N/A</u> acres Ultimately <u>N/A</u> acres	
8. WILL PROPOSED ACTION COMPLY WITH EXISTING ZONING OR OTHER EXISTING LAND USE RESTRICTIONS? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If No, describe briefly	
9. WHAT IS PRESENT LAND USE IN VICINITY OF PROJECT? <input type="checkbox"/> Residential <input type="checkbox"/> Industrial <input type="checkbox"/> Commercial <input type="checkbox"/> Agriculture <input type="checkbox"/> Park/Forest/Open Space <input checked="" type="checkbox"/> Other Describe: N/A	
10. DOES ACTION INVOLVE A PERMIT APPROVAL, OR FUNDING, NOW OR ULTIMATELY FROM ANY OTHER GOVERNMENTAL AGENCY (FEDERAL, STATE OR LOCAL)? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, list agency(s) name and permit/approvals:	
11. DOES ANY ASPECT OF THE ACTION HAVE A CURRENTLY VALID PERMIT OR APPROVAL? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, list agency(s) name and permit/approvals:	
12. AS A RESULT OF PROPOSED ACTION WILL EXISTING PERMIT/APPROVAL REQUIRE MODIFICATION? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE TO THE BEST OF MY KNOWLEDGE Applicant/sponsor name: <u>Nancy Hyde, Mayor</u> Date: <u>April 14th, 2025</u> Signature: _____	

If the action is in the Coastal Area, and you are a state agency, complete the Coastal Assessment Form before proceeding with this assessment

PART II - IMPACT ASSESSMENT (To be completed by Lead Agency)

A. DOES ACTION EXCEED ANY TYPE I THRESHOLD IN 6 NYCRR, PART 617.4? If yes, coordinate the review process and use the FULL EAF.
 Yes No

B. WILL ACTION RECEIVE COORDINATED REVIEW AS PROVIDED FOR UNLISTED ACTIONS IN 6 NYCRR, PART 617.6? If No, a negative declaration may be superseded by another involved agency.
 Yes No

C. COULD ACTION RESULT IN ANY ADVERSE EFFECTS ASSOCIATED WITH THE FOLLOWING: (Answers may be handwritten, if legible)

C1. Existing air quality, surface or groundwater quality or quantity, noise levels, existing traffic pattern, solid waste production or disposal, potential for erosion, drainage or flooding problems? Explain briefly:
 N/A

C2. Aesthetic, agricultural, archaeological, historic, or other natural or cultural resources; or community or neighborhood character? Explain briefly:
 N/A

C3. Vegetation or fauna, fish, shellfish or wildlife species, significant habitats, or threatened or endangered species? Explain briefly:
 N/A

C4. A community's existing plans or goals as officially adopted, or a change in use or intensity of use of land or other natural resources? Explain briefly:
 N/A

C5. Growth, subsequent development, or related activities likely to be induced by the proposed action? Explain briefly:
 N/A

C6. Long term, short term, cumulative, or other effects not identified in C1-C5? Explain briefly:
 N/A

C7. Other impacts (including changes in use of either quantity or type of energy)? Explain briefly:
 N/A

D. WILL THE PROJECT HAVE AN IMPACT ON THE ENVIRONMENTAL CHARACTERISTICS THAT CAUSED THE ESTABLISHMENT OF A CRITICAL ENVIRONMENTAL AREA (CEA)?
 Yes No If Yes, explain briefly:

E. IS THERE, OR IS THERE LIKELY TO BE, CONTROVERSY RELATED TO POTENTIAL ADVERSE ENVIRONMENTAL IMPACTS?
 Yes No If Yes, explain briefly:

PART III - DETERMINATION OF SIGNIFICANCE (To be completed by Agency)

INSTRUCTIONS: For each adverse effect identified above, determine whether it is substantial, large, important or otherwise significant. Each effect should be assessed in connection with its (a) setting (i.e. urban or rural); (b) probability of occurring; (c) duration; (d) irreversibility; (e) geographic scope; and (f) magnitude. If necessary, add attachments or reference supporting materials. Ensure that explanations contain sufficient detail to show that all relevant adverse impacts have been identified and adequately addressed. If question D of Part II was checked yes, the determination of significance must evaluate the potential impact of the proposed action on the environmental characteristics of the CEA.

Check this box if you have identified one or more potentially large or significant adverse impacts which **MAY** occur. Then proceed directly to the FULL EAF and/or prepare a positive declaration.

Check this box if you have determined, based on the information and analysis above and any supporting documentation, that the proposed action **WILL NOT** result in any significant adverse environmental impacts **AND** provide, on attachments as necessary, the reasons supporting this determination.

Village of Clayton <hr/> Name of Lead Agency Nancy Hyde <hr/> Print or Type Name of Responsible Officer in Lead Agency <hr/> Signature of Responsible Officer in Lead Agency	April 14th, 2025 <hr/> Date Mayor <hr/> Title of Responsible Officer Joanne Lenhard-Boye, Village Clerk <hr/> Signature of Preparer (if different from responsible officer)
--	--





Incorporated 1872

VILLAGE OF CLAYTON

425 Mary St. ♦ PO Box 250 ♦ Clayton ♦ 1000 Islands ♦ New York 13624
Phone: (315) 686-5552 Fax: (315) 686-2132
TTD: 1-800-662-1220

RESOLUTION #2025-03

Local Law No. 1 Override Tax levy limit for Fiscal Year 2025-2026

The foregoing Resolution no. 2025-03 was offered by Trustee _____, and seconded by Trustee _____.

WHEREAS, Local Law No. 1 of the year 2025, a local law to override the tax levy limit established in General Municipal Law §3-c; and

WHEREAS, notice of the Public Hearing was duly published in the official newspaper for the Village of Clayton as required by law, and

WHEREAS, on April 14th, 2025, at 5:00 p.m., a Public Hearing was duly held at the Municipal Building at 425 Mary Street, Clayton, New York, and all persons interested in the subject of Local Law No. 1 of the year 2025 were provided an opportunity to be heard.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Village of Clayton that Local Law No.1 of the year 2025, a local law to override the tax levy limit established in General Municipal Law §3-c, is hereby deemed adopted and approved, effective upon filing with the Department of State as required by the provisions of the Municipal Home Rule Law.

The Clerk is hereby directed to file a certified copy of Local Law No. 1 of the year 2025 with the Office of the Secretary of State as required by Section 27 of the Municipal Home Rule Law.

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	___	___
Robert Riddoch, Trustee	___	___
Michael Kinnie, Trustee	___	___
Ronald Duford, Trustee	___	___

The resolution was thereupon declared duly adopted

I, Joanne Lenhard-Boye, do hereby certify that resolution 2025-03 was passed at a meeting of the Village of Clayton Board of Trustees held on April 14th, 2025, and is incorporated in the original minutes of said meeting OR on file and of record, and that said resolution has not been altered, amended, or revoked and is in full force and effect.

Dated: April 14th, 2025

Joanne Lenhard-Boye
Joanne Lenhard-Boye
Village Clerk

(SEAL)

RESOLUTION 2025-04
REFUNDING BOND RESOLUTION

RESOLUTION OF THE VILLAGE OF CLAYTON, JEFFERSON COUNTY, NEW YORK ADOPTED APRIL 14th, 2025, AUTHORIZING THE ISSUANCE OF REFUNDING BONDS OF THE VILLAGE IN A PRINCIPAL AMOUNT NOT TO EXCEED \$5,750,000 TO REFUND CERTAIN OUTSTANDING INSTALLMENT BONDS OF THE VILLAGE, AND PROVIDING FOR OTHER MATTERS IN CONNECTION THEREWITH.

Recitals

At a regular meeting of the Village Board of the Village of Clayton, Jefferson County, New York, held at 425 Mary Street in said Village, on the 14th day of April, 2025 at 5:00 p.m., prevailing time.

The following resolution was offered by, _____ who moved its adoption, seconded by _____, to wit:

WHEREAS, the Village of Clayton, Jefferson County, New York (herein called the "Village") is considering refunding the outstanding \$5,872,000 Statutory Installment Bond, Series 2024 (the "Outstanding Bonds") more particularly described on Exhibit "A" attached hereto; and

WHEREAS, the Outstanding Bonds maturing on or after March 12, 2062 are now outstanding in the aggregate principal amount of \$5,717,474, and bear interest payable on such dates in each year, as set forth in Exhibit "A" attached hereto; and

WHEREAS, Sections 90.00(2) and 90.10(b)(2) of the Local Finance Law permit, as applicable, the Village to refund the outstanding unredeemed maturities of the Outstanding Bonds by the issuance of new bonds, if the issuance of which will result in present value savings for the Village.

WHEREAS, the Board of Trustees deems it in the public interest to refund the Outstanding Bonds by the issuance of refunding bonds pursuant to the Local Finance Law, and now desires to authorize the issuance of refunding bonds to refund the Outstanding Bonds.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE VILLAGE OF CLAYTON, JEFFERSON COUNTY, NEW YORK, AS FOLLOWS:

Section 1. The Board of Trustees of the Village hereby authorizes refunding bonds of the Village to be issued in an aggregate principal amount not to exceed \$5,750,000 (the "Refunding Bonds") pursuant to Sections 90.00 and 90.10 of the Local Finance Law, it being anticipated that the amount of Refunding Bonds to be issued will be approximately \$5,717,474 as provided in Section 6 hereof. The Refunding Bonds shall be designated "VILLAGE (REFUNDING) BONDS, SERIES 2025". The Refunding Bonds may be issued to refund all, or any portion, of the Outstanding Bonds and may be issued as serial bonds and/or term bonds, and

the authority to determine whether serial bonds or term bonds, or a combination of serial bonds and term bonds shall be issued is hereby delegated to the Treasurer, the chief fiscal officer of the Village.

Section 2. The plan of financing the refunding of the Outstanding Bonds includes the issuance of the Refunding Bonds and the levy and collection of a tax upon all the taxable real property within the Village to pay the principal of and interest on the Refunding Bonds as the same shall become due and payable. The proposed financial plan for the refunding, in the form attached hereto as Exhibit "A" (the "refunding financial plan"), is hereby accepted and approved. The Village Treasurer, the chief fiscal officer Village, is hereby authorized to approve all details of the refunding financial plan not contained herein. The refunding financial plan includes issuance of the Refunding Bonds to the New York Environmental Facilities Corporation ("EEFC"), at an interest rate of zero percent (0%) interest, and application of the proceeds of the Refunding Bonds to redeem the Outstanding Bonds on the date of issuance of the Refunding Bonds (the "Redemption Date").

Section 3. The principal amount of the Refunding Bonds will not exceed the principal amount of the Outstanding Bonds plus the aggregate amount of unmatured interest payable on the Outstanding Bonds to and including the redemption date of the Outstanding Bonds, plus redemption premiums payable on the Outstanding Bonds as of such redemption date, plus costs and expenses incidental to the issuance of the Refunding Bonds, including the development of the refunding financial plan.

Section 4. The maximum period of probable usefulness ("PPU") permitted pursuant to Section 11.00 of the Local Finance Law at the time of issuance of the Refunding Bonds was 40 years, measured from November 7, 2019, the date of the issuance of the EFC CWRSF Short Term Market Rate issued in anticipation of the Outstanding Bonds. The Refunding Bonds will not mature later than the expiration of the PPU of the object or purpose for which the Refunding Bonds were issued in accordance with the Law.

Section 5 As set forth in the refunding financial plan, the estimated present value of the total debt service savings anticipated as a result of the issuance of the Refunding Bonds, computed in accordance with the provisions of subdivision 2 of paragraph (b) of Section 90.10 of the Law, is \$5,717,474. The refunding financial plan has been prepared based upon the assumption that the Refunding Bonds will be interest-free obligations issued to EFC in the aggregate principal amount of \$5,720,144.37 will mature and be of such terms as set forth therein. The Board of Trustees recognizes the principal amount of the Refunding Bonds, the provisions, if any, for the redemption thereof prior to maturity, and the resulting present value savings, may vary from those assumptions and the refunding financial plan may vary from that set forth in this resolution. The Village Treasurer is hereby authorized and directed to determine the amount of Refunding Bonds to be issued, the date of such Refunding Bonds and the date of issue, maturity and terms thereof, the provisions relating to the redemption of Refunding Bonds prior to maturity, if any, whether the Refunding Bonds shall be sold at a discount in the manner authorized by paragraph (e) of Section 57.00 of the Local Finance Law, and the other matters relating to the Refunding Bonds referred to in Section 8 of this Resolution.

Section 6. (a) The Refunding Bonds shall be sold at private sale to EFC, and the Village Treasurer, the chief fiscal officer of the Village, is hereby authorized to execute a project financing and loan agreement with EFC on behalf of the Village, and such other documents and instruments as EFC may require, providing for the sale of said Refunding Bonds to EFC, provided prior to the issuance of the Refunding Bonds the Village Treasurer shall, to the extent required by Sections 90.00 and 90.10 of the Law, file with the Board of Trustees a certificate approved by the State Comptroller setting forth the present value of the debt service savings to the Village resulting from the issuance of the Refunding Bonds; and (b) the Village Treasurer and her designees are hereby authorized and directed to take any and all actions necessary to accomplish the refunding, and the Village Treasurer is hereby authorized to execute any contracts and agreements for the purchase of and payment for services rendered or to be rendered the Village in connection with the refunding.

Section 7. Each of the Refunding Bonds authorized by this resolution shall contain the recital of validity prescribed by Section 52.00 of the Law and said Refunding Bonds shall be general obligations of the Village payable as to both principal and interest by a general tax upon all the taxable real property within the Village without limitation as to rate or amount. The faith and credit of the Village are hereby irrevocably pledged to the punctual payment of the principal of and interest on the Refunding Bonds and provision shall be made annually in the budget of the Village for the amortization and redemption of the Refunding Bonds to mature in such year.

Section 8. Subject to the provisions of this resolution and of the Law, and pursuant to the provisions of Section 21.00 of the Law with respect to the issuance of bonds having substantially level or declining annual debt service, and Sections 50.00, 56.00 to 60.00, 90.00, 90.10 and 168.00 of the Law, the Board of Trustees hereby delegates to the Village Treasurer, as chief fiscal officer of the Village, (1) the power to prescribe the terms, form and content of the Refunding Bonds, (2) the power to sell and deliver the Refunding Bonds, (3) the power to issue the Refunding Bonds providing for substantially level or declining annual debt service, (4) the power to enter into any agreements for credit enhancements for the Refunding Bonds, (5) the power to enter into a project financing and loan agreement with EFC, and such other documents and instruments as EFC may require, providing the terms and conditions for EFC's purchase of the Refunding Bonds, and (6) the authority to take such other actions, and to execute and deliver on behalf of the Village such instruments, agreements and other documents, as the Village Treasurer, in her discretion, deems necessary or appropriate to carry out the refunding of the Outstanding Bonds in accordance with the intent of this resolution.

Section 9. The validity of the Refunding Bonds authorized by this resolution may be contested only if:

(a) such obligations are authorized for an object or purpose for which the Village is not authorized to expend money, or

(b) the provisions of law which should be complied with at the date of the publication of such resolution, or a summary thereof, are not substantially complied with, and an action, suit or proceeding contesting such validity commences within twenty days after the date of such publication, or

(c) such obligations are authorized in violation of the provisions of the Constitution of the State of New York.

Section 10. In accordance with the provisions of Section 53.00 of the Local Finance Law, the Board of Trustees hereby elects to call in and redeem all the Outstanding Bonds on the Redemption Date. The sum to be paid therefore on such Redemption Date shall be the par value thereof plus the accrued interest to the Redemption Date.

Section 11. This refunding bond resolution shall take effect immediately, and the Village Clerk is hereby authorized and directed to publish the foregoing resolution, or a summary thereof, together with a Notice attached substantially to the form prescribed by Section 81.00 of the Local Finance Law in the official newspapers of the Village.

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

Mayor Hyde	_____
Deputy Mayor McDowell	_____
Trustee Kinnie	_____
Trustee Duford	_____
Trustee Riddoch	_____

resolution was thereupon declared duly adopted.

Dated: April 14th, 2025

STATE OF NEW YORK)
)SS.
 COUNTY OF JEFFERSON)

I, Clerk of the Village of Clayton, Jefferson County, New York (the "Village"), DO HEREBY CERTIFY:

That I have compared the annexed abstract of the minutes of the meeting of the Village Board of Trustees, held on the 14th day of April, 2025, including the resolution contained therein, with the original thereof on file in my office, and the same is a true and correct copy of said original and of the whole of said original so far as the same relates to the subject matters therein referred to.

I FURTHER CERTIFY that the full Village Board of Trustees consists of five (5) members; that all five members of the Village Board were present at such meeting, that all five of such members voted in favor of the above resolution; and that the above resolution has not been amended or repealed.

I FURTHER CERTIFY that (i) all members of the Village Board of Trustees had due notice of the meeting, (ii) pursuant to Article 7 of the Public Officers Law (Open Meetings Law), such meeting was open to the general public, and due notice of the time and place of such meeting was duly given in accordance with Article 7 of the Public Officers Law, and (iii) the meeting was in all respects duly held.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Village this 14th day of April, 2025.

Joanne Lenhard-Boye Clerk, Village of Clayton
Jefferson County, New York

(SEAL)

EXHIBIT A

DESCRIPTION OF OUTSTANDING BONDS

\$5,872,000 Village of Clayton, Statutory Installment Bond, Series 2024

Object or Purpose:

Bond Resolution dated November 27, 2023; Authorizing the issuance of serial bonds not exceeding \$12,500,000 for the Village of Clayton Wastewater Treatment and Conveyance System Improvements Project.

Period of Probable Usefulness:

Forty years Computed from _____, pursuant to subdivision (4) paragraph (a) of Section 11.00 of the Local Finance Law.

Terms of Outstanding Bonds to be Refunded:

Amount: \$5,717,474, (2025-2026)

Maturity Date: March 12th of each year

Interest Payment Dates: March 12 and September 12 of each year

Redemption Date: March 12, 2025

Schedule of principal amounts and interest rates:

<u>Year of Maturity</u>	<u>Principal Amount</u>	<u>Interest Rate</u>
2026	\$ 154,526	1.625 %
2027	\$ 154,526	1.625 %
2028	\$ 154,526	1.625 %
2029	\$ 154,526	1.625 %
2030	\$ 154,526	1.625 %
2031	\$ 154,526	1.625 %
2032	\$ 154,526	1.625 %
2033	\$ 154,526	1.625 %
2034	\$ 154,526	1.625 %
2035	\$ 154,526	1.625 %
2032	\$ 154,526	1.625 %
2033	\$ 154,526	1.625 %
2034	\$ 154,526	1.625 %

2035	\$ 154,526	1.625 %
2036	\$ 154,526	1.625 %
2037	\$ 154,526	1.625 %
2038	\$ 154,526	1.625 %
2039	\$ 154,526	1.625 %
2040	\$ 154,526	1.625 %
2041	\$ 154,526	1.625 %
2042	\$ 154,526	1.625 %
2043	\$ 154,526	1.625 %
2044	\$ 154,526	1.625 %
2045	\$ 154,526	1.625 %
2046	\$ 154,526	1.625 %
2047	\$ 154,526	1.625 %
2048	\$ 154,526	1.625 %
2049	\$ 154,526	1.625 %
2050	\$ 154,526	1.625 %
2051	\$ 154,526	1.625 %
2052	\$ 154,526	1.625 %
2053	\$ 154,526	1.625 %
2052	\$ 154,526	1.625 %
2053	\$ 154,526	1.625 %
2054	\$ 154,526	1.625 %
2055	\$ 154,526	1.625 %
2056	\$ 154,526	1.625 %
2057	\$ 154,526	1.625 %
2058	\$ 154,526	1.625 %
2059	\$ 154,526	1.625 %
2060	\$ 154,526	1.625 %
2061	\$ 154,526	1.625 %
2062	\$ 154,538	1.625 %



20104 STATE ROUTE 3
WATERTOWN, NY 13601
BOCES.COM

(315) 779-7000
(315) 377-7000
(800) 356-4356

FAX:
(315) 779-7009
(315) 377-7009

Stephen J. Todd
DISTRICT SUPERINTENDENT

Leslie A. LaRose-Collins
ASSISTANT SUPERINTENDENT
FOR PROGRAMS

Michele A. Traynor
ASSISTANT SUPERINTENDENT
FOR BUSINESS

March 11, 2025

Terry Jones
P.O. Box 250
Clayton, NY 13624

Dear Mr. Jones,

We are now required to have a signed Municipal Agreement on file with all facilities enrolled in our Drug and Alcohol Program. Please find enclosed a Municipal Agreement for signature. The enclosed document will serve as a formal Agreement between your organization and BOCES.

Please sign and return by email to opacific@boces.com, (fax) 315-779-7009, or mail to:

Jefferson-Lewis BOCES
Attn: Olivia Pacific
20104 NYS Rte 3
Watertown, NY 13601

Please contact our office with any questions or concerns.

Charity Gregory
School Transportation Safety Officer

Enclosure

Memorandum of Inter-Municipal Agreement

Between

Jefferson-Lewis-Hamilton-Herkimer-Oneida BOCES

and

VILLAGE OF CLAYTON

This Agreement, dated 3/1/2025, by and between Jefferson-Lewis-Hamilton-Herkimer-Oneida Board of Cooperative Educational Services, (hereinafter "BOCES"), with offices at 20104 State Route 3, Watertown, New York 13601, and Village of Clayton (hereinafter "Village of Clayton"), with offices at P.O. Box 250 Clayton, NY 13624, (together, the "Parties").

RECITALS

Whereas, BOCES is a duly constituted Board of Cooperative Educational Services formed pursuant to the provisions of Article 40 of the New York State Education Law; and

Whereas, Village of Clayton is a municipal corporation formed pursuant to the laws and the Constitution of the State of New York; and

Whereas, New York State General Municipal Law, Article 5-G (§§119-m through 119-oo) authorizes the Parties to each enter into an inter-municipal cooperation agreement ("ICA") to carry out any function or responsibility each has authority to undertake alone.

Whereas, BOCES, as part of its administrative support services offers facilitation of Drug and Alcohol Testing of bus drivers and others holding a Commercial Driver's License ("CDL") pursuant to the Federal Motor Carrier Safety Act ("FMSCA") and assists with maintaining compliance with the Federal Motor Carrier Clearinghouse mandate; and

Whereas, Village of Clayton desires to participate in BOCES program of Drug and Alcohol Testing; and

Whereas, BOCES is willing to accept Village of Clayton into its Drug and Alcohol Testing program, subject to the terms and conditions set forth below and Village of Clayton's agreement to abide by the same.

NOW, THEREFORE, in consideration of mutual promises and covenants contained herein, and other good and valuable consideration, receipt of which is hereby mutually acknowledged, it is agreed as follows.

COVENANTS

1. Term and Termination.

This initial term of this agreement shall be for one fiscal year, July 1, 2025 through June 30, 2026, and will automatically renew for successive one-year terms unless either Party provides notice of non-renewal to the other Party at least sixty (60) days prior to the end of the then-current term. Fees will be a mutually agreed upon reimbursement rate for services for the successive years.

In accordance with Section 41 of the State Finance Law, neither Party shall have any liability under this Agreement, or to anyone else beyond funds appropriated and available for this Agreement.

Both Parties reserve the right to terminate this Agreement upon providing sixty (60) days written notice to the other.

2. Program Description.

BOCES assists school districts and other municipal entities in complying with FMSCA drug and alcohol testing rules and regulations related to of bus drivers and others holding a commercial driver's license or a commercial learner's permit. BOCES additionally assists school districts and other

municipal entities with maintaining compliance with the Federal Motor Carrier Clearinghouse mandate. BOCES may assist with drug and alcohol screening for non-regulated employees as well as coordinate the provision of drug and alcohol awareness training for supervisors, bus drivers, and other CDL holders.

3. **Scope of Work.**

A. Alcohol Testing Services shall include, but not be limited to:

- Provide a certified Breath Alcohol Technician (BAT) to perform testing.
- Provide an approved (and calibrated) evidential breath measurement device.
- Provide testing and record keeping in accordance with the regulations.
- Report positive test results to BOCES/employer immediately.
- All testing services shall be in accordance with Federal DOT and any applicable State regulations.

B. Urine Collection Process shall include, but not be limited to:

- Provide on-site collection for pre-employment, random sampling, reasonable suspicion, post-accident, and other tests that may be required for NIDA/DOT panel test (specimen collection must be done in accordance with the DHHS regulations).
- Chain-of-custody forms shall be submitted to BOCES and the MRO within twenty-four hours of collection.
- Monitoring of the collection process.
- Contractor performing the collection shall be certified by an approved body.
- All collection services shall be in accordance with Federal DOT and any applicable State regulations.
- BOCES will direct the Contractor as to the SAMHSA/NIDA and DOT certified laboratory to use. BOCES will have the laboratory under contract and all samples will be sent to the laboratory BOCES has selected.

C. Medical Review Officer (MRO) Services shall include, but not be limited to:

- Provide standard operating procedures and time frames for contacting employees who have tested positive. All positive tests reported to the employer by the MRO, in which the MRO did not discuss the results with the driver, shall be so noted and be accompanied by complete documentation of the MRO's efforts to contact the driver. The documentation must include contacts made with an employer's designated management official.
- Provide certified MRO services to receive all test results from the laboratory for negative and positive determination.
- The MRO shall contact employees for medical information, if required.
- The MRO shall investigate information, review it, and make a determination as to the positive or negative status of substance use.
- Communicate test results in legally accepted format to BOCES and its clients. Provide format example that is acceptable to BOCES. Negative results will be forwarded to BOCES within five (5) work days. BOCES and its clients will be notified, as soon as practicable, of positive results and paperwork will be required within two (2) working days of notification.
- Documentation of all test results in accordance with the applicable rules and regulations.

- All MRO services shall be in accordance with Federal DOT regulations and any applicable State regulations.

D. Laboratory Services shall include, but not be limited to:

- Contracting with, and directing collected samples be submitted to, a drug testing laboratory or laboratories as provided in 49 CFR Part 40, Subpart F.

4. **BOCES Responsibilities.**

- BOCES will contract with independent contractors to perform on-site urine specimen sample collections and alcohol testing.
- BOCES will contract with a SAMHSA/NIDA and DOT certified laboratory (49 CFR Part 40, subpart F) for required specimen testing and will instruct that samples collected be directed to the contracted laboratory for testing.
- BOCES will contract for MRO Services as described above.
- All collection/testing/MRO services shall be in accordance with FMCSA, Federal DOT and any applicable State regulations, including but not limited to the United States Department of Transportation Rule 49 CFR Parts 40 & 49 and CFR Part 382 otherwise known as the Omnibus Transportation Act of 1991 enacted on October 28, 1991.

5. **Village of Clayton Responsibilities.**

- Village of Clayton will refer only individuals subject to FMCSA drug and alcohol testing who have confirmed enrollment in FMCSA Drug & Alcohol Clearinghouse and/or individuals who are holders of a commercial driver's license or a commercial learner's permit.
- Village of Clayton will ensure driver trainee compliance to program policies and procedures.
- Village of Clayton will ensure that its employees appear as required for drug and alcohol testing procedures and acknowledges that it will be charged a "no show" fee for employees that fail to appear as scheduled and a "cancellation" fee if a scheduled drug or alcohol testing procedure appointment is cancelled on less than two (2) business days notice to the Collecting/Testing Contractor by telephone with a confirming email.
- Village of Clayton will in consideration of the services provided, compensate BOCES according to the annexed fee schedule.

6. **Fees.**

Fees will be charged for the following as detailed in the fee schedule annexed at "Addendum A":

- An administrative/subscription fee (charged on an annual basis).
- A per-person fee for each drug specimen collection/alcohol test.
- A per-specimen fee for each "bottle B" drug specimen submitted to an alternate laboratory for analysis/testing.
- A fee for MRO services occasioned by a report of a positive drug or alcohol test result.
- A "no show" fee in the event of a failure of an individual to appear for a scheduled drug test specimen sample collection or a scheduled alcohol breath test.

- A “cancellation” fee if a scheduled drug test specimen sample collection or a scheduled alcohol breath test is cancelled on less than two (2) business days notice to the Collecting/Testing Contractor by telephone with a confirming email.

7. **Insurance.**

BOCES agrees to carry and maintain insurance in effect at all times throughout the performance of its responsibilities under this agreement, to include general liability, excess/umbrella, and business auto insurance coverage. The levels of such insurance coverage shall be set at customary standard levels, as determined by the BOCES. Evidence of such coverage, including coverage amounts, shall be provided to Village of Clayton upon Village of Clayton’s written request.

8. **Indemnification.**

Village of Clayton shall, to the fullest extent allowed by law, indemnify and hold harmless BOCES, and its officers, directors, agents, representatives and employees for any and all losses, damages, costs and expenses (including reasonable attorney’s fees) caused by or arising out of any negligent acts or omissions of Village of Clayton, its agents, employees, or representatives in the course of the performance of this agreement. This duty shall survive the expiration or termination of this agreement.

9. **Limitation of Liability.**

Village of Clayton, affirmatively and without reservation, agrees that the full extent of any and all BOCES liability shall be limited to that amount of insurance coverage provided by the BOCES under the terms of this agreement.

10. **Notices.**

Except as otherwise provided in this Agreement, all notices, requests and other communications that a party is required or elects to deliver shall be in writing and shall be delivered personally, or by a recognized overnight courier service, with delivery confirmation, to the other party at its address set forth below:

If to the District:

Assistant Superintendent for Business
Jefferson-Lewis-Hamilton-Herkimer-Oneida Board of Cooperative Educational Services
20104 State Route 3
Watertown, NY 13601
Phone: (315) 779-7020

If to the Village of Clayton:

[Name]
[Address]

11. **Miscellaneous Provisions.**

- **Authorization.** The Parties hereby acknowledge that this Agreement has been properly authorized pursuant to the process and procedure established by their respective governing boards.
- **Entire Agreement.** This Agreement, including the attached Addendum, represents the entire agreement of the Parties with respect to the subject matter thereof and may not be modified, changed, altered or extended except in writing duly signed and acknowledged by the Parties.
- **Governing Law, Jurisdiction, and Venue.** This Agreement shall be interpreted by and in accordance with the laws of the State of New York except that there shall be no presumption against either party as the draftsman in the interpretation of this Agreement by any court. Any legal action brought relating in any way to this Agreement shall be brought exclusively in a court of competent jurisdiction located in and for Jefferson County, New York in accordance with the rules of such court, and each party expressly consents to the venue and jurisdiction of such court(s).
- **Waiver.** Failure or delay by either Party in exercising any right or power under this Agreement shall not operate as a waiver thereof.
- **Invalidity.** If any provision of this Agreement shall be held by a court of competent jurisdiction to be illegal, void or unenforceable, the illegality or unenforceability of such provision shall not impair the enforceability of any other provision of this Agreement.
- **Counterparts.** This Agreement may be executed in any number of counterparts, each of which shall be deemed to be an original and all of which, when taken together shall constitute one and the same Agreement. A facsimile or other electronic copy of a signature on this Agreement shall for all purposes be deemed to be an original.
- **Survival.** All provisions of this Agreement that by their terms may require performance by a Party following the expiration or termination of this Agreement shall survive such expiration or termination.

IN WITNESS WHEREOF, the parties, by their duly authorized representatives, have affixed their respective signatures below.

Jefferson-Lewis-Hamilton-Herkimer-Oneida BOCES:

By: Stephen J. Todd, District Superintendent

Date

VILLAGE OF CLAYTON:

By: [Name], [Title]

Date

Addendum A

****** *The specific fees as outlined below may be adjusted based on changes/fluctuations in market pricing and costs of personnel, supplies, and required equipment. Village of Clayton will be notified, in writing, of proposed fee adjustments no less than sixty (60) days prior to their implementation.*

ANNUAL CHARGES:

Administration Fee: \$450.00

QUARTERLY CHARGES:

Random Drug Test: \$85.00 per test

Random Alcohol Test: \$48.00 per test

Random testing is completed at employer's facility, except when an employee is not available for testing an alternate may need to be used.

Cost of each test includes collector, laboratory, medical review officer & shipping charges.

SPECIALTY TESTS:

Pre-employment

Substance:

\$93.00

Alcohol:

\$58.00

Post-accident

\$93.00

\$58.00

Reasonable Suspicion

\$93.00

\$58.00

Return-to-Duty

\$93.00

\$58.00

Follow-up

\$93.00

\$58.00

Other

\$93.00

\$58.00

Rapid Tests (Non-DOT)

\$80.00

Cost of each substance test includes collector, laboratory, medical review officer & shipping charges.

MISCELLANEOUS CHARGES:

Laboratory/Testing Fee (Confirmation test, if required)

\$ Per Specimen Tested

A per-specimen fee for each "Bottle B" specimen submitted to an alternate laboratory for analysis/testing

Handling/Shipping Charge (if required)

\$ Alternate Lab Fee

After-Hours Fee (if required)

\$ Collection Site Fee

Observed Test Fee (if required)

\$ Collection Site Fee

Positive Alcohol Confirmation (if required):

\$55.00

Mileage/Collector Fee per hour (if required):

\$50.00

(Specialty tests situations ONLY where the collector is not scheduled to be on site)

Medical Review Officer (MRO) Services:

Per Individual MRO Intervention (Positive or non-negative results)

(if required)

\$125.00



**NEIGHBORS OF
WATERTOWN, INC.**

**A Neighborhood Preservation Company
Serving Watertown Since 1969**

March 11, 2025

Village of Clayton C/O Village Clerk
425 Mary St., PO Box 250
Clayton, NY 13624-0250



Re: Owner Occupied Home Rehabilitation Program

To whom it may concern,

Neighbors of Watertown, INC. is currently conducting outreach to towns and villages within Jefferson County. One of the many services our agency has to offer is our Owner-Occupied Home Rehabilitation program. This program facilitates the distribution of government grants to homeowners to rehabilitate their homes and improve overall housing conditions within the county. We are currently encouraging homeowners in our service area to apply, particularly veterans, individuals with disabilities, senior citizens, single parents, and those who are otherwise low-income and in need of assistance. Enclosed, you will find copies of our brochures and a copy of our application to distribute as you see fit. If you have any questions, concerns or just want more information about our programs we can be reached at the contact information below.

Thank you for your time,

Delanie Seaver
Housing Program Assistant



The Housing & Redevelopment Store
112 Franklin Street, Watertown, NY 13601
Phone (315) 782-8497 Fax (315) 782-0102
www.neighborsofwatertown.com





**NEIGHBORS OF
WATERTOWN, INC.**

**A Neighborhood Preservation Company
Serving Watertown Since 1969**

Owner Occupied Rehabilitation Program

Applicant Information

Name: _____ Date: _____

Address: _____ Apt. # _____

City: _____ State: _____ Zip Code: _____

Phone: _____ Email: _____

Total Units: _____ #People in Household: _____ # of children under 18: _____

of people over 60: _____ # of people that are Disabled: _____

Are you a Veteran who served at least 90 active days during a time of War? YES NO

Are you a single parent with minor children? YES NO

Is your home a mobile/manufactured home? YES NO

If yes, is it a single or double wide? _____

Do you have tenants in this property? YES NO

Have you received State/Federal grant assistance before? YES NO

DATE OF WORK:	WORK DONE:	COST OF WORK:



The Housing & Redevelopment Store
112 Franklin Street, Watertown, NY 13601
Phone (315) 782-8497 Fax (315) 782-0102
www.neighborsofwatertown.com



Household Expenses

Do you have a Mortgage? YES NO Payment Amount: _____

Do you have home insurance? YES NO Are your property taxes current? YES NO

Are you on a well/septic system? YES NO If no, is your water bill current? YES NO

Household Income

List Names of ALL household members who are over 18, their source of income/assets and monthly amount:

Name:	Source:	Gross monthly income:

Do you have or have you received code violations? YES NO

Are there health and safety hazards in your home? YES NO

Are you without water, power, heat or basic kitchen and bathroom facilities? YES NO

Repairs needed:

<input type="checkbox"/> Foundation Repair	<input type="checkbox"/> Chimneys
<input type="checkbox"/> Roofing	<input type="checkbox"/> Heating System
<input type="checkbox"/> Exterior Painting	<input type="checkbox"/> Other Plumbing
<input type="checkbox"/> Siding Repairs	<input type="checkbox"/> Electrical
<input type="checkbox"/> Exterior Doors	<input type="checkbox"/> Insulation
<input type="checkbox"/> Windows	<input type="checkbox"/> Basic Kitchen Facilities
<input type="checkbox"/> Porches or Outside Steps	<input type="checkbox"/> Bathroom Facilities
<input type="checkbox"/> Handicap accessibility repair	<input type="checkbox"/> Other:

DISCLAIMER: This Pre-application is being submitted to establish eligibility for assistance under the Housing Improvement Program in Watertown. I understand that additional documentation will be required and give permission for representatives of Neighbors of Watertown, Inc. to verify the information listed above.

Applicant Signature: _____ Date: _____