

There was a regular meeting of the Board of Trustees of the Village of Clayton on Monday, September 14, 2015 at 6:30 PM in the Municipal Building.

PRESENT:

Norma Zimmer, Mayor
Bruce Beattie, Trustee
Tony Randazzo, Trustee
Debra Rantanen, Trustee
Shauna Sherboneau, Trustee

ABSENT:

None

OTHERS:

Kevin Patenaude, Police Chief
Terry Jones, DPW Superintendent
Jeff Overstrom, W/WW Manager
Geneva Phelps-Miller, Clerk-Treasurer

Community Residents:

See sign-in sheet (on file in Clerk's office)

Pledge of Allegiance/Call to Order:

Mayor Norma Zimmer led the Pledge of Allegiance and called the regular meeting to order at 6:30 p.m.

Police Report:

Kevin Patenaude, Police Chief, presented the department activity report. Several cruise ships have visited over the past weeks. *Blue Moon*, a mega-yacht, arrived today. The *Lady Georgianna* will arrive tomorrow. These are private yachts which do not require the Village to place security fencing as do the cruise ships.

DPW Report:

DPW Superintendent Terry Jones presented the department activity report. Paving of Hugunin Street is scheduled for the end of September into October. The funds for this have been budgeted, and will be eligible for CHIPS reimbursement.

Mary Street Electrical Upgrades: Supt. Jones spoke with Brian Tulip today; some boats are tripping the GFIs, meaning something on those boats is going to ground, which trips the breaker. Each pedestal has a GFI; we are protecting the public as well as the Village. It became apparent last year the electrical needed to be upgraded; however with the updated electric service, boats that may not be properly grounded may continue to experience issues. Some boaters are unhappy, but they may choose to stay at other marinas in the area. The Village docks are a public service; we are not trying to undersell the other marinas, only to accommodate the public that wishes to utilize the facility. The electrical contractor is working with National Grid to install an additional transformer to supply 400 amp service to the docks.

New Water Service Connection: Supt. Jones reported the Village DPW completed connection of a water line for the Clayton Country Club. The line was run under NYS Rt. 12 during the 2011 water project, but the final customer connection was never completed. The property owner will complete the connection on his property. This will be a metered account, with connection completed on or about September 15, 2015. The Board approved the connection.

Supt. Jones will work with Clerk-Treasurer Miller to submit information necessary to increase reimbursement rates for the NYSDOT Snow & Ice agreement.

The fall brush pickup is scheduled for October 13, 2015. This is a one-time pickup which will be published in the *Thousand Islands Sun*.

W/WW Report:

W/WW Manager Jeff Overstrom presented the department activity report and discussed the status of current water and wastewater projects.

Water/Sewer Accounts: A large apartment complex has been experiencing difficulty in remaining current on its 26 water/sewer accounts. The Board authorized issuing shut-off notices to all unpaid water/sewer accounts in an effort to collect the outstanding bills.

Health & Safety Manual: W/WW Manager Overstrom will provide an updated Health & Safety Manual which was originally drafted in 2012, but was never formally adopted by the Village Board. All DPW and W/WW employees will be trained as necessary. The manual will be provided to the Board for review and comment at the next regular meeting.

Public Comment:

Brad Minnick, co-owner of the Thousand Islands Inn, questioned the Village Board regarding the lack of due process and expressing his disgust regarding the Board's actions in passing a resolution to begin legal action against him and his business partner for code violations. Mayor Zimmer responded that this is a pending legal matter and any questions must be directed to the Village Attorney. Mr. Minnick was extremely upset and feels that he and his partner are being unfairly treated considering the charges filed and the ongoing surveillance being conducted by the Code Enforcement Officer (camera in his office). The Board listened to Mr. Minnick's comments and thanked him for his time.

Consent Agenda Items:

MOTION by Trustee Rantanen, 2nd by Trustee Randazzo, to approve the Consent Agenda as follows:

1. Meeting Minutes August 10, 2015 Regular Meeting (with typo corrected)
2. Approve Payroll #7 – 08/13/2015-08/26/2015 – \$36,203.99
3. Approve Abstract #7 – \$108,223.18
4. Request for Use of Municipal Building – THIS SADD K-5 Halloween Party 10/31/15 – 5-8 PM
5. Request for Street Closure (Merrick from Union to State) for Annual Vintage & Classic Street Meet Soap Box Derby – 09/19/15 – 9:00 a.m. – 12:00 noon
6. Chamber of Commerce – Annual Punkin' Chunkin' Festival – 10/17/15 (see 09/01/15 correspondence)
7. Request for Reserved Parking – Punkin' Chunkin' Vendors – 10/17/15 (see 09/09/15 correspondence)
8. Request for Use of Municipal Building – *Monday Mah Jongg Mavens* – Mondays 10-3 (year-round)

Payroll #7	08/13/2015-08/26/2015	36,203.99
Abstract #7	\$108,223.18	
General Fund	Vouchers A16-173 through A16-208	82,480.73
Water Fund	Vouchers F16-047 through F16-059	8,765.34
Sewer Fund	Vouchers G16-066 through G16-082	16,977.11

Clerk-Treasurer Report:

Remote Deposit Capture: The Board reviewed materials provided by Watertown Municipal Bank to allow remote deposit of checks. Trustees Beattie and Randazzo requested further information before making a decision. The matter was tabled to the September 28, 2015 regular meeting.

Payroll Processing Service: All information has been provided to the payroll processing service. Training should take place by the end of the month, with the changeover to begin October 1, 2015.

NYS Public Service Commission (PSC): The Board reviewed information provided by the PSC regarding low-income programs offered by major electric and gas utilities in New York State, and the proposed Time Warner Cable merger with Charter Communications.

Riverwalk 3 Project: Trustee Randazzo presented a **MOTION** to approve the bond counsel agreement with Hrabchak & Gebo, not to exceed \$5,000. Trustee Sherboneau seconded; the motion was carried.

Water System Improvements Project: Trustee Randazzo presented a **MOTION** to approve the bond counsel agreement with Hrabchak & Gebo, not to exceed \$5,000. Trustee Sherboneau seconded; the motion was carried.

The Annual Update Document (AUD) was filed with the Office of the State Comptroller on August 31, 2015. Toski & Co. will perform the Village's annual independent audit, and auditors will be in the office from September 21st through the 23rd.

Committee Reports:

Trustee Rantanen reported on Library matters, discussing personnel issues the Library Board has been facing subsequent to the resignation of Ms. Perry.

Trustee Sherboneau discussed Chamber of Commerce events, and will attempt to attend the next Youth Commission meeting on September 21st. Meredith Fiorentino, a member of the commission, plans to attend the joint Town/Village meeting on September 23rd.

Trustee Beattie has met with DPW Supt. Jones several times to discuss department matters.

Trustee Randazzo has heard many favorable comments regarding the number of visitors to the area this year.

New Business:

Water System Improvements Project: The Board approved Amendment 1 to the Technical Services Agreement with The Development Authority of the North County (DANC) to include project management tasks related to the design phase of the project, and to include fiscal coordination of the Village of Clayton Water System Improvements Project, resulting in additional expenses of \$20,000, bringing the not to exceed amount of the agreement to \$25,000.

Old Business:

There was no old business before the Board.

Mayor's Report:

Mayor Zimmer reported NYSDOT was here last week and met with Robin Hoffman from Syracuse Environmental School of Forestry (ESF) to arrange for ESF students to assist in the design of the plan as part of their coursework. Riverwalk 3 easements will be obtained by Nancy Mullen of RK Hite. A condition inspection report was provided to two property owners whose repairs will extend beyond the project scope.

Senator Ritchie will attend the commemoration of the plaque at the Village Square Park Playground on September 24, 2015 at 11:00 a.m. She will award the Village with a \$50,000 grant towards the improvements. A Fort Drum representative and school children from Guardino will also attend the event.

Mayor Zimmer presented Richard "Dick" Bertrand with a Proclamation to honor him on the occasion of his 100th birthday.

NYS Dept. of State has been asked to approve the joint Local Waterfront Revitalization Program (LWRP) for the Village of Alexandria Bay and the Town of Alexandria. Adjacent waterfront municipalities, regional and county agencies and other interested organizations are asked for their comments on the proposed draft program, particularly on whether its provisions conflict with other local policies, plans or programs. The Draft LWRP is available online at http://www.dos.ny.gov/opd/programs/WFRevitalization/LWRP_draft.html.

Mayor Zimmer reminded the Board of the Clayton Fire District vote for a new rescue truck is on Tuesday, September 15, 2015 from 6-9 p.m. The joint Town/Village board meeting will be at 6:00 p.m. on Wednesday, September 23rd at the Town Board Room.

Adjournment:

At 8:10 PM **MOTION** made by Trustee Randazzo, 2nd by Trustee Sherboneau to adjourn the meeting. Motion carried.

Respectfully Submitted,

Geneva Phelps Miller, Clerk-Treasurer