

January 13, 2010

ANNUAL MEETING

The Annual Meeting of the Town Board of the Town of Clayton was held at the Town Offices with the following present:

Justin Taylor
Lance Peterson
Kathy LaClair

George Kittle
Robert Cantwell III

Donald Turcotte
Robert Boulton

Jim Yuhas
Chuck Ebbing
David McCarter
Phil Scott
Michelle Calhoun
Kory Robbins

Alicia Dewey
Jae Lee (WDT)
Ken Knapp
Cindy Grant
Kevin Forkey

Dean Morrow
John S. Forkey
Leg. Mike Docteur
Pam McDowell
Andrew Wood

Supervisor Taylor opened meeting at 5:00 p.m. with the Pledge of Allegiance.

Guests:

Legislator Mike Docteur informed the Board that the General Services Committee passed the Snow & Ice contract last night. He is also looking forward to working with everyone in the 2010 year.

Chris Bogenschultz, President of the Clayton Chamber reported on the happenings of the 2009 year with the Chamber. **(See attachment file).**

Town Clerk:

Town Clerk read letter from Association of Towns on 2010 Training School and Annual Meeting, February 14-17, 2010.

Motion by Lance Peterson, 2nd by Donald Turcotte, to name George Kittle as the Voting Delegate. Motion carried.

Motion by George Kittle, 2nd by Donald Turcotte, to name Justin Taylor as the Alternate Delegate. Motion carried.

Town Clerk Kathy LaClair appointed Janet Sullins as Deputy Town Clerk and Deputy Registrar.

Board Appointments:

Heritage Heights Sewer Board: Tom Turgeon, Joseph Kehoe, Theresa Christensen and Dennis Baldwin. Motion by George Kittle, seconded by Lance Peterson. Motion carried.

Depauville Sewer Advisory Board: Cornie Schnauber, Jasper Wilkie, Keitha Huchzermeier, and Donald Seymour. Motion by George Kittle, seconded by Lance Peterson. Motion carried.

Consolidated Health Board: Cornie Schnauber, Justin Taylor, Norma Zimmer and Dr. Grybowski. Motion by George Kittle, seconded by Lance Peterson. Motion carried.

Consolidated Health Officer: Dr. Stephen Grybowski. Motion by George Kittle, seconded by Lance Peterson. Motion carried.

Motion by George Kittle, seconded by Lance Peterson, to make the following Appointments:

Registrar: Kathleen E, LaClair, Town Clerk
Deputy Registrar: Janet Sullins, Deputy Clerk
Budget Officer: Justin A. Taylor, Supervisor
Zoning Officer: Henry LaClair
Codes Officer & Assistant Zoning: Richard Ingerson
Town Constable: Charles Solar
Depauville Sewer Operator: Robert Boulton
Depauville Sewer Collector: Kathleen LaClair, Town Clerk
Depauville Librarian: Connie Haver
Fishery Advisory Board: Keith Dasno, if vacancy is available

Motion carried.

Annual Resolutions:

RESOLUTION NO. 1 OF 2010 offered by George Kittle, 2nd by Lance Peterson, a resolution to adopt “Roberts Rules of Order” as Town Meeting Rules. Justin Taylor - aye, George Kittle - aye, Lance Peterson - aye, Donald Turcotte - aye and Bob Cantwell III- aye. **(SEE RESOLUTION BOOK.)**

RESOLUTION NO. 2 OF 2010 offered by George Kittle, 2nd by Lance Peterson, to establish rates of pay for salaried and hourly employees, also stipulating all Town employees to be paid on a bi-weekly basis. Justin Taylor - aye, George Kittle aye, Lance Peterson - aye, Donald Turcotte aye and Bob Cantwell - aye. **(SEE RESOLUTION BOOK.)**

RESOLUTION NO. 3 OF 2010 offered by George Kittle, 2nd by Lance Peterson for the following persons to be paid by voucher:

Zoning Board members - \$25.00 per mtg. (Chairman \$750 per yr.)
Planning Board members - \$25.00 per mtg. (Chairman \$1500 per yr.)
Jay Slate - \$12.00 per/hr. laborer
Richard Matthews - \$10.00 per/hr. mowing G.I. Schoolhouse

Justin Taylor - aye, George Kittle - aye, Lance Peterson - aye, Donald Turcotte aye, and Bob Cantwell III - aye. **(SEE RESOLUTION BOOK.)**

RESOLUTION NO. 4 OF 2010 offered by George Kittle, 2nd by Lance Peterson for Mileage rate for 2010 will be \$.50 cents per mile for any Town Business, and to automatically default to the IRS rate and schedule at any time of change by them. Justin Taylor - aye, George Kittle - aye, Lance Peterson - aye, Donald Turcotte aye and Bob Cantwell III - aye. **(SEE RESOLUTION BOOK.)**

RESOLUTION NO. 5 OF 2010 offered by George Kittle, 2nd by Lance Peterson for Supervisor to sign an agreement between the Village of Clayton and the Town of Clayton, a Library Service Agreement for the Hawn Memorial Library, the Town agreeing to pay Village of Clayton the sum of \$9,000.00 on or about February 15, 2010. Justin Taylor - aye, George Kittle- aye, Lance Peterson - aye, Donald Turcotte aye, and Bob Cantwell III - aye. **(SEE RESOLUTION BOOK.)**

RESOLUTION NO. 6 OF 2010 offered by George Kittle, 2nd by Lance Peterson to comply with the requirements of the NYS Environmental Quality Review Act and the regulations promulgated there under (SEQR). Justin Taylor - aye, George Kittle - aye, Lance Peterson - aye, Donald Turcotte aye and Bob Cantwell III - aye. **(SEE RESOLUTION BOOK.)**

RESOLUTION NO. 7 OF 2010 offered by George Kittle, 2nd by Lance Peterson to adopt the Investment Policies & Guidelines of the Town of Clayton from 1989 and as revised in 1999. Justin Taylor - aye, George Kittle - aye, Lance Peterson - aye, Donald Turcotte - aye and Bob Cantwell III - aye. **(SEE RESOLUTION BOOK.)**

RESOLUTION NO. 8 OF 2010 offered by George Kittle, 2nd by Lance Peterson to adopt Key Bank, Community Bank, Watertown Savings and Citizens Bank of Cape Vincent and Municipal Investment & Bonding Agency, and HSBC as Town Banks, Supervisor to invest money's in interest bearing accounts on a competitive basis. Justin Taylor - aye, George Kittle - aye, Lance Peterson - aye, Donald Turcotte aye and Bob Cantwell III - aye. **(SEE RESOLUTION BOOK.)**

RESOLUTION NO. 9 OF 2010 offered by George Kittle, 2nd by Lance Peterson to establish 2 regular meetings per month of the Town Board of the Town of Clayton, 2nd & 4th Wednesdays of the month at 5:00 p.m. at the Town Hall and an end of the year meeting on or before December 31, 2010. Justin Taylor - aye, George Kittle - aye, Lance Peterson - aye, Donald Turcotte aye and Bob Cantwell III - aye. **(SEE RESOLUTION BOOK.)**

RESOLUTION NO. 10 OF 2010 offered by George Kittle, 2nd by Lance Peterson to designate the Thousand Islands Sun as official Town of Clayton newspaper. Justin Taylor - aye, George Kittle - aye, Lance Peterson - aye, Donald Turcotte - aye and Bob Cantwell - aye. **(SEE RESOLUTION BOOK.)**

RESOLUTION NO. 11 OF 2010 offered by Bob Cantwell III, 2nd by Donald Turcotte that no bills incurred by the Town of Clayton shall be considered valid without voucher and all vouchers to be paid must be delivered no less than (5) business days prior to regular Town Board meeting. Justin Taylor - aye, George Kittle - aye, Lance Peterson - aye, Donald Turcotte aye and Bob Cantwell III - aye. **(SEE RESOLUTION BOOK.)**

RESOLUTION NO. 12 OF 2010 offered by Bob Cantwell III, 2nd by Donald Turcotte that any employee of the Town of Clayton wishing to travel to schools, seminars or other Town related business and who expects to be re-imbursed for their expenses shall obtain prior permission from the Town Board. Justin Taylor - aye, George Kittle - aye, Lance Peterson - aye, Donald Turcotte aye and Bob Cantwell III - aye. **(SEE RESOLUTION BOOK.)**

RESOLUTION NO. 13 OF 2010 offered by Bob Cantwell III, 2nd by Donald Turcotte that any “New Hire” Town employee must be reflected in the Town’s minutes, name and wage information inclusive. Justin Taylor - aye, George Kittle - aye, Lance Peterson - aye, Donald Turcotte - aye and Bob Cantwell III -aye. **(SEE RESOLUTION BOOK.)**

RESOLUTION NO. 14 OF 2010 offered by Bob Cantwell III, 2nd by Donald Turcotte to adopt the Town of Clayton procurement policy as dated January 1, 1997. Justin Taylor - aye, George Kittle -aye, Lance Peterson -aye, Donald Turcotte -aye and Bob Cantwell III -aye. **(SEE RESOLUTION BOOK.)**

RESOLUTION NO. 15 OF 2010 offered by Bob Cantwell III, 2nd by Donald Turcotte to appoint Robert J. Campany, as Town Engineer per agreement of \$90/hr. Justin Taylor - aye, George Kittle - aye, Lance Peterson - aye, Donald Turcotte aye and Bob Cantwell III - aye. **(SEE RESOLUTION BOOK.)**

RESOLUTION NO. 16 OF 2010 offered by Bob Cantwell III, 2nd by Donald Turcotte, for a Zoning & Planning Fee schedule for the Town adopted January 5, 2005. Justin Taylor-aye, George Kittle-aye, Donald Turcotte-aye, Lance Peterson-aye and Bob Cantwell III-aye. **(SEE RESOLUTION BOOK.)**

RESOLUTION NO. 17 OF 2010 offered by Bob Cantwell III, 2nd by Donald Turcotte for authorization for the Town of Clayton Supervisor to sign checks or in his absence the Deputy Supervisor. Justin Taylor - aye, George Kittle - aye, Lance Peterson - aye, Donald Turcotte - aye and Bob Cantwell III - aye. **(SEE RESOLUTION BOOK.)**

RESOLUTION NO. 18 OF 2010 offered by Bob Cantwell III, 2nd by Donald Turcotte for Supervisor to sign “Chamber of Commerce Agreement” for \$9,400.00. Justin Taylor - aye, George Kittle - aye, Lance Peterson - aye, Donald Turcotte aye and Bob Cantwell III- aye. **(SEE RESOLUTION BOOK.)**

RESOLUTION NO. 19 OF 2010 offered by Bob Cantwell III, 2nd by Donald Turcotte a resolution recognizing Town of Clayton employees who all belong to the NYS Retirement System, their retirement number and their number of days worked during a bi-weekly period. Justin Taylor - aye, George Kittle -aye, Lance Peterson - aye, Donald Turcotte -aye and Bob Cantwell III - aye. **(SEE RESOLUTION BOOK.)**

RESOLUTION NO. 20 OF 2010 offered by Bob Cantwell III, 2nd by Donald Turcotte to appoint Joseph Russell from Menter, Reudin, and Trivelpiece Law Firm, as Town of Clayton attorney in the amount of \$175.00 per hour. Justin Taylor - aye, George Kittle aye, Lance Peterson - aye, Donald Turcotte -aye and Bob Cantwell III - aye. **(SEE RESOLUTION BOOK.)**

RESOLUTION NO. 21 OF 2010 offered by Lance Peterson, 2nd by Donald Turcotte for Supervisor to sign the contract with the Paynter Center for \$5,000.00 for Senior services. Justin Taylor - aye, George Kittle - aye, Lance Peterson - aye, Donald Turcotte - aye and Bob Cantwell III - aye. **(SEE RESOLUTION BOOK.)**

RESOLUTION NO. 22 OF 2010 offered by Lance Peterson, 2nd by Donald Turcotte a resolution for the Town Board and The Village Board of Clayton to support the combining of their individual Zoning Regulations and Local Waterfront Revitalization Program by the Joint Planning Board of the Town and Village of Clayton. Justin Taylor - aye, George Kittle - aye, Lance Peterson - aye, Donald Turcotte - aye and Bob Cantwell III - aye. **(SEE RESOLUTION BOOK.)**

RESOLUTION NO. 23 OF 2010 offered by Lance Peterson, 2nd by Donald Turcotte a resolution for the Town of Clayton Tax Collector to keep up to \$5.00 over payment of town taxes submitted and to pool said money and use to compensate for under payment amounts tendered. Justin Taylor – aye, George Kittle – aye, Lance Peterson – aye, Donald Turcotte – aye, Bob Cantwell III – aye. **(SEE RESOLUTION BOOK.)**

RESOLUTION NO. 24 OF 2009 offered by Lance Peterson, 2nd by Donald Turcotte a resolution authorizing the Town Supervisor to sign the Bed Tax contract between the Town and the Clayton Chamber of Commerce. Justin Taylor – aye; George Kittle – aye; Lance Peterson – aye; Donald Turcotte – aye; and Robert W. Cantwell III- aye. **(SEE RESOLUTION BOOK.)**

Supervisor’s Committee appointments:

George Kittle – Youth Commission, Purchasing, Cemeteries, Personnel

Donald Turcotte – Depauville Sewer District, Heritage Heights Sewer District, Reed Point Sewer District, Depauville Library/Community Center, Hawn Library

Lance Peterson - Chamber of Commerce, Dock Committee, Recreation Park,
Transfer Site

Bob Cantwell III- Paynter Senior Center, Highway, Joint Boards, TIYLO

Supervisor's Appointments:

Deputy Supervisor – George Kittle
Town Accountant – Mary Ann Yuhas
Historian – Norman Wagner
Assessor's Clerk – Nicole Cornaire
Supervisor's Assistant – Alicia Dewey

List of Pending Litigation: Assessment: Lanzione, Hubbard, Beebe. Highway:
Burkhard (County Route 54). Jareo (propane tank/lawnmower)

Supervisor Goals for 2010:

Supervisor Taylor distributed his goals for the Town for 2010. (See Attachment file.)

Motion by Bob Cantwell III, seconded by Donald Turcotte, to endorse all the
appointments made. Motion carried.

Motion to close the Annual Meeting by Bob Cantwell III, 2nd by George Kittle at 5:32
PM. Motion carried.

Kathleen E. LaClair, Town Clerk