

## **February 8, 2012**

The regular meeting of the Town Board of the Town of Clayton was held in the Town Board Room, 405 Riverside Drive, Clayton, NY with the following people in attendance:

Justin A. Taylor

Robert W. Cantwell III

Kathy LaClair

George Kittle

Christopher D. Matthews

Lance Peterson

Robert Boulton

Alicia Dewey

Chris Bogenschutz

Daniel Grant

Duane C. Hazelton

Pam McDowell, TI Sun

Norma Zimmer, Mayor

Ken Knapp

Cindy Grant

Henry LaClair, ZEO

Supervisor Taylor opened the regular meeting at 5:00 PM and led the assembly in the Pledge of Allegiance.

### **Guests:**

Chris Bogenschutz, Chamber of Commerce President, gave the highlights from 2011. **(See attachment file).**

Norma Zimmer, Village of Clayton Mayor, wondered if there would be any questions or concerns with the Draft Intermunicipal Agreement for the Joint Justice Court and if so she could answer the concerns.

**Motion** by George Kittle, seconded by Lance Peterson, to approve the Draft Intermunicipal Agreement for the Joint Justice Court. Motion carried.

**ZEO Agreement:** Supervisor Taylor suggested that the Mayor, Clerk-Treasurer and Supervisor sit down to clarify the agreement next week.

### **Town Clerk:**

#### **Correspondence:**

- Jefferson County Planning Board Newsletter for January 2012 received. **(See attachment book.)**
- Grants Action News – February 2012 received. **(See attachment book.)**
- Monthly Justice Report to NYS Comptroller for January 2012 received from Justices Clarence Giles Jr. and Clifford James. **(See attachment book.)**
- 2012 Jefferson Spring Rabies Vaccination Clinics. **(See attachment book.)**

### **Minutes:**

January Annual meeting and January regular meeting minutes will be postponed to the March 2012 Meeting.

### **Office Systems:**

Informational only. We have been having trouble with the Konica 7033 that is in the Clerks Office. We have a call into Rick Kehoe, to see if there is any “used” or “rental” copy machines that might be available to upgrade to. An estimate to potentially fix this Konica is just shy of \$1300. We bought the machine in September of 1999, so we don’t feel we should invest anymore into this machine.

### **2011 Town Clerk Report:**

**Motion** by Bob Cantwell III, seconded by Chris Matthews, to accept the 2011 Town Clerks Report and for the Town Board to affix their signatures to said document. Motion carried.

**Supervisor:**

**Route 12 Sewer Project:**

Rob Campany discussed the 2007 Preliminary Engineering Report that was compiled by Bernier Carr Associates. This was a 50/50 grant from USDA Rural Development and the report was finalized in 12/2011. The area affected was from Carrier Ridge to the Orleans line near Shaw's Trailer Park, and excluded Lyelton Drive area. A survey of the affected area was completed in 2007 with 400/500 surveys sent out. A public hearing was held on the 3<sup>rd</sup> floor of the Opera House and not much support was garnered. The project was listed on the EAF and still is on the list today. Discussion as to pursue any of the pocket areas, put down a trunk line or do the Orleans end were discussed. Theory is that a smaller area is more likely to be funded, than the entire Village line to Orleans line. An application needs to be submitted by March 1<sup>st</sup> and Rob would need authorization from the Town Board to submit the application.

**Motion** by George Kittle, seconded by Bob Cantwell III, to authorize Rob Campany to prepare and submit an application to EFC. Motion carried.

**Zoning/ Planning Fee Schedule:**

Zoning Enforcement Officer Henry LaClair discussed the proposed fee schedule changes. Changes included: Under Chart A: Manufactured Homes (mobile homes) \$25 to \$100 and add the wording, Zoning Permit Fees may be doubled for projects that are started prior to obtaining Zoning Permits. Under ZBA: Variance apps and Appeals Apps would change from \$75 to \$100 each; Planning Board: Special Use Permit and Site Plan review would change from \$75/per to \$100/per.

**RESOLUTION NO. 32 OF 2011:**

**RESOLUTION NO. 32 OF 2011** offered by George Kittle, seconded by Lance Peterson, a resolution Revising the Town of Clayton Zoning & Planning Fee Schedule effective February 8, 2012. Taylor – aye; Kittle – aye; Peterson – aye; Cantwell III – aye, and Matthews – aye. **PASSED**

**Supervisor's Report:**

**Motion** by George Kittle, seconded by Bob Cantwell III, to approve the Supervisor's report for January 2012. Motion carried.

**Bills:**

**Motion** by George Kittle, seconded by Lance Peterson, to pay Abstract #2 of 2012 in the amount of \$474,110.55. Motion carried.

**RESOLUTION NO. 33 OF 2012:**

**RESOLUTION NO. 33 OF 2012** introduced by Chris Matthews, seconded by Bob Cantwell III, a resolution to adopt the Comprehensive Financial Policy, embodying all Town financial policies into one document, understanding that this is a conceptual adoption and understanding changes to wording in spots will be completed. Taylor – aye; Kittle – aye; Peterson – aye; Cantwell III – aye; and Matthews – aye. **PASSED**

**Union Contract Negotiations:**

The Town Board will go into Executive Session at the end of this meeting to discuss.

**Financial Software Update:**

The Financial software has been installed. Two (2) scanners are still not purchased or installed. We are using and adding to the system at this time.

**Chamber of Commerce Spring Boat Show:**

The Chamber of Commerce has sent a letter requesting use of the Joint Highway Building for the Spring Boats Show which is slated for April 14-15. Discussion concerning the extended days for moving in and out.

**Motion** by Bob Cantwell III, seconded by Chris Matthews, to allow the Chamber of Commerce to use the Joint Highway Garage for the overflow of the Spring Boat Show by recommendation of the Hwy. Superintendent. Motion carried.

**Arena Projects Update:**

Nothing at this time.

**Frink/CLDC Update:**

Supervisor Taylor informed the Board that last week, he, Larry Aubertine and Paul Heckmann had a conference call with Krog Officials. Krog Officials are carefully evaluating the public comments received from the public meeting concerning the hotel. Supervisor Taylor also states that Atty. Joe Russell is working on a Land Use Agreement.

**Codes and Financial Schooling:**

**Motion** by Lance Peterson, seconded by George Kittle, to approve Richard Ingerson, Code Enforcement Officer to attend training school and lodging (4/3 – 4/5) at the Liverpool Holiday Inn at \$632.00 and Alicia Dewey, Assistant to the Supervisor to attend schooling at the financial 2012 training conference at the Albany Marriott/lodging (4/3 – 4/4) of \$ 195/\$136 respectfully, and pay the 2012 annual dues for an amount of \$80, which is 50% for the first year. Both parties to be paid mileage and meals reimbursement. Motion carried.

**Assessor Clerk:**

**Motion** by Bob Cantwell III, seconded by George Kittle, to hire Kim Johnston as a part-time Assessor's Clerk starting on Monday, February 13 at a rate of \$11.25 per hour. Motion carried.

**Highway Superintendent Report:**

- New grates have been installed at the Joint Highway Garage.
- The Mitigation project on Factory Street, in Depauville has been started.
- Panels are in for the Depauville Sewer
- We need to do a "maintenance" check at both sewer districts at least once yearly and if possible twice a year (Spring/Fall) to help keep the cost low.
- Discussion on overtime hours as compared to 2010/2011 – presently 29 hours difference.

**Committee Reports:**

**George Kittle:** Nothing for this evening.

**Lance Peterson:** @ Rec Park: Keith Wood is looking at the new ADA Compliance guidelines.  
Chamber: Spring Boat Show will be April 13-15.  
Food & Wine Show scheduled for June 15.  
Highway Legends are interested in coming back.

**Bob Cantwell III:** The Parking & Transportation Committees are meeting on the 2<sup>nd</sup> and 4<sup>th</sup> Wednesdays.

**Chris Matthews:** Nothing to report this evening.

**Executive Session:**

**Motion** by George Kittle, seconded by Chris Matthews to go into Executive Session at 6:35 PM to discuss Labor Union Negotiations. Motion carried.

**Motion** by Lance Peterson, seconded by Bob Cantwell III, to come out of Executive Session at 7:06 PM, no action would be taken concerning the Executive Session. Motion carried.

**Motion** by Lance Peterson, seconded by George Kittle, to adjourn this regular meeting at 7:06 PM. Motion carried.

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Kathleen E. LaClair, Town Clerk