

March 14, 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	George Kittle	Lance Peterson
Robert W. Cantwell III	Christopher D. Matthews	Robert Boulton
Kathy LaClair		
Alicia Dewey	Michael Docteur, JC Legislator	Ken Knapp
Cindy Grant	Pam Mc Dowell, TI Sun	Pat Youngs

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

Guests:

Michael J. Docteur, Jefferson County Legislator discussed the EMS Cooperative meeting that was held last week in the Opera House. This meeting was for Zones 2 & 3. The final plan will be slightly different than what was presented.

Legislator Docteur also discussed the new Medical Helicopter that will be stationed in Jefferson County. This is good news for the County. There will also be a Medical Helicopter located in Potsdam.

Town Clerk:

Correspondence:

- Summary report from Justice James of cases heard between 1/1/11-12/31/11. **(See attachment file.)**
- Quarterly Statement from the Office of State Comptroller for year end 12/31/11 for the distribution & explanation of receipt of fines, fees & forfeitures reported by the Justice Court fund on behalf of our Municipality. **(See attachment file.)**
- Judge Giles & James-monthly report for February 2012 to NYS Comptroller's Office. **(See attachment file.)**
- Listing of the Northern New York Library Network Workshop presentation. **(See attachment file.)**
- February & March 2012 Zoning Officer's monthly report. **(See attachment file.)**
- Three letters from Mrs. Lamon, Guardino Elementary class from Alexi, Paige & Hailey. **(See attachment file.)**
- Time Warner supporting documentation regarding the current franchise fee due our Municipality. Check to arrive within next week. **(See attachment file.)**
- Grants Action News – March 2012 edition. **(See attachment file.)**
- FYI: Ad will be in TI Sun next week for the Joint T/V meeting, which will be here on March 28th at 6:00. **(See attachment file.)**

Minutes:

Motion by George Kittle, seconded by Lance Peterson, to approve the Annual Meeting minutes of January 11, 2012 as written. Motion carried.

Motion by Bob Cantwell III, seconded by Chris Matthews, to approve the regular meeting minutes of January 11, 2012 as written. Motion carried.

Motion by Lance Peterson, seconded by Chris Matthews, to approve the regular meeting minutes of February 8, 2012 as written. Motion carried.

Supervisor's Report:

Motion by George Kittle, seconded by Lance Peterson, to approve the January 2012 revised Supervisor's Report as submitted. (Revised to include cash & investments report and monthly reconciliations for all bank statements as reviewed by Bill Dealing, Poulsen & Podvin, P.C., CPA Auditor.) Motion carried.

Motion by Bob Cantwell III, seconded by George Kittle, to approve the February 2012 Supervisor's Report as submitted, including cash & investments report and monthly reconciliations for all bank statements as reviewed by Bill Dealing, Poulsen & Podvin, P.C., CPA Auditor. Motion carried.

Supervisor Taylor informed the Town Board of the following Budget Amendments he has made:

- Created expense account A-6990.41 NYSERDA Marketing Grant and utilizing revenue account A-3089 for NYSERDA Marketing Grant revenues. Each account should be amended to show a \$544,251 balance.
- Created expense account A-6990.42 JCAP Grant and utilizing revenue account A-3021 for JCAP Grant revenues. Each account should be amended to show a \$440 budgeted balance.
- Changed account A-1399: Dog Fees to A-2544: Dog Licenses to align with the ARM.
- Changed account A-2115: Safety Inspection Fees to A-2550: Public Safety Permits-Codes to align with the ARM.
- Changed account DS-2110: Sewer Rents to DS-2120: Sewer rents to align with the ARM.
- Changed account FR-7115.2 to RW-7115.2 to align with correct checking account.
- Changed account FR-7116.2 to RW-7116.2 to align with correct checking account.

The following Accounts were Added:

- FR-7117.4 LWRP to separate out this expense from other Frink Capital expenses.
- Added RW-7118.2 to account for BIG grant expenses.
- Added RW-5000 to account for Riverwalk 2.0 revenues separately.
- Market to KB General Checking to correct incomplete December transaction made by Jim Yuhas and not completed correctly by Bank.

Bills:

Motion by George Kittle, seconded by Lance Peterson, to pay bills on Abstract #3 in the amount of \$787,417.60. Motion carried.

Discussion of the Supervisor amending budget accounts and adding new accounts.

ZEO Agreement:

The Town Board will talk about the agreement at the Joint T/V meeting on 3/28.

Route 12 Sewer Project – Lead Agency:

Rob Campany, Town Engineer discussed phasing evaluation for the NYS Route 12 Sewer Project.

Motion by Bob Cantwell III, seconded by Chris Matthews, to establish the Town Board of the Town of Clayton as Lead Agency for the SEQRA process. Motion carried.

Depauville Sewer:

Motion by Chris Matthews, seconded by Bob Cantwell III, to authorize advertising for the Sewage Lift Station Preventative Maintenance and Emergency Repairs Bids. Motion carried.

LWRP:

The Town Board will wait to set up a public hearing date after review with the committee consisting of Atty. Joe Russell, Supervisor Taylor and Councilman Bob Cantwell III.

Domestic Partner Form:

Motion by George Kittle, seconded by Bob Cantwell III, to adopt the “Declaration of Cohabitation & Financial Interdependence Form”. This form will be used to determine eligibility for coverage for those individuals not married, but qualifying under the adopted terms of cohabitation and financial interdependence. Motion carried.

Union Contract:

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

Bargaining HRA Contribution Deposit:

The amount of \$71,500 was approved in Abstract #3 and deposited to the Watertown Savings Bank for the Bargaining HRA contribution.

Financial Software Update-Server:

Motion by Christopher Matthews, seconded by George Kittle, to purchase the Windows Server through Susan Mowers for \$3,829.02. Motion carried.

AUD Filed:

The Annual Financial Report for the Fiscal Year Ended 12/31/2011, was prepared and filed by Jim Yuhas. This was advertised by the Town Clerk and was published in the TI Sun.

Reed Point Sewer Hookup Fee - \$1,000:

Motion by Bob Cantwell III, seconded by Lance Peterson, to implement a \$1,000 hookup fee for any new hookups to the Reed Point Sewer line. Motion carried.

Arena Update:

Nothing to report.

DANC GIS Project Letter of Support:

FYI – support letter was written by Supervisor’s Office for the DANC GIS Project.

Mowing Bids:

Motion by George Kittle, seconded by Chris Matthews, to authorize advertising for the upcoming year the mowing bids. The bids will be returnable at the Board meeting on April 11, 2012. Motion carried.

Depauville Library Report/Budget:

This was submitted by Karen Lago, Depauville Librarian, however, within a few days was picked up by Ms. Lago and has not been re-submitted as yet.

Thousand Islands Performing Arts Fund:

This contract for the use of the Opera House building has automatically renewed with no changes.

Village Sewer Upgrades:

The Village of Clayton Sewer Rehabilitation and Pumping Station Upgrades has been forwarded to the Town Board from the Supervisor.

Helipad:

Motion by Lance Peterson, seconded by Bob Cantwell III, to apply for funds before May 4th for the construction portion of the Helipad. We had previously applied for the planning phase. This would be an 75/25 grant.

Frink/CLDC Property Update:

Motion by George Kittle, seconded by Chris Matthews, to approve use of the Frink property for the Highway Legions, May 18-20. Motion carried.

Computer Training:

A computer training workshop for Town employees will be held April 17th at 2PM in the Town Board Room. This workshop will be on Excel/Outlook/Word and will be given by Jamie Lee.

Copy Machine:

Motion by Lance Peterson, seconded by Chris Matthews, to getting the maintenance contract with Office Systems for all copiers except the Konica 7033. Motion carried.

Discussion of not leasing or purchasing another copy machine for the Clerk's Office at this time as it has been utilized as a back-up unit for the Bizhub 352.

Online Payment Submission of Advanced Payment of Vouchers:

Motion by George Kittle, seconded by Chris Matthews, to allow payment via the internet the following bills: National Grid, NYSDEG Solutions (energy supply for Cerow Park account), Verizon/Verizon Wireless, Aflac, Guardian Insurance and Excellus BlueCross/Blue Shield. Motion carried.

Highway Superintendent Report:

- Working on equipment; have worked on four (4) plows and spent \$600/per, while one (1) new plow blade would cost more than \$5500/per.
- Picking trash
- Sweeping roads
- Discussion of "red" fuel.
- Discussion of abandoning roads in the French Creek Wildlife Management Conservatory. Bevens Rd. (.6), Calhoun Rd. to McAvoy's (1.5) equal 2.1 miles. If we were to keep these roads, the Town will have to rebuild the bridges and the hill. Hwy. Supt. Boulton gave Supervisor Taylor his folder to review with Atty. Joe Russell. Based on a previous discussion on this issue in November 2011, Atty. Russell stated that under Section 205 of the Highway Law, the Highway Superintendent would have to either file a certificate of abandonment under Section 1 with written consent of the Town Board and upon making a determination that the particular road has not been traveled or used as a highway for six years or that of that determination cannot be made, that under Section 2, qualified abandonment, the Highway Superintendent would certify that for the past 2 years the road had not usually

been traveled along the greater part thereof by more than 2 vehicles daily. There is also a requirement that the abandonment is proper and will not cause as injustice or hardship to the owner or occupants of adjoining lands. A public hearing would have to be held with at least 20 days written notice to such landowners and occupants of the time and place of the hearing. Upon making the finding after the hearing, the Highway Superintendent could file a certificate of abandonment in the Clerk's Office. If neither Section 1 or 2 can be certified, then the road cannot legally be abandoned.

Committee Reports:

George Kittle:

Depauville Librarian is looking to do some upgrades to the Library Building. Town Board would support a grant application being written to allow for the upgrades, but the Town Board wants to review the application before it is submitted.

Privateers are looking for a new skate rink home. Consensus to let them come to us if they're interested.

Lance Peterson:

Recreation Park: Keith Wood has ordered a Handi-cap lift from Sundance (lowest quote \$4300). This will be in mid-April and installed before the pool opens.

Keith Wood wants to install new urinals & sinks. Security Supply came in at \$2300 as low quote. Faucets will be purchased locally and the Recreation Park crew will do the work.

Keith Wood asked Fourth Coast for estimate to install a generator to run lights only at the arena during power outages. This would be a manually run generator. The arena is listed as an emergency shelter.

A propane monitor needs to be replaced in the fall for the Zamboni Room. This will be about \$1900.

Recreation Park crews will replace the rain gutters at the front entrance to the Town Clerk's Office.

Recreation Park crews will paint the storage shed to match the Arena this summer.

Ice is off now.

Chamber of Commerce: The Visitor's Guides are in.

All Winterfest activities were cancelled due to weather.

Spring Boat Show getting organized; we have four new vendors. Friday night, April 13th from 6-8PM, will be the Opening Reception, being sponsored by Watertown Savings Bank. Clayton Marina. PSI, Alternative Insurance Brokers and Chalk's.

Food & Wine Show applications are coming in pretty steady. So far there are 28 vendors confirmed. The next meeting is April 3rd. The first meeting, held on February 23rd, had a great turnout. Looking to sell t-shirts this year at the event.

The first meeting of the "Punkin Chunkin" contest was on February 28th and twelve people attended. The event will be on October 20th.

Looking to get the non-for-profits involved as well.

Have met with the Highway Legends Club and their plans are moving along well. The parking issue from last year is being addressed by

having a shuttle from Frink Park and Guardino Elementary run to the arena.

Changes to the Farmer's Market were discussed at a meeting on February 15th. There is a committee of Lori Arnot, Sherry Strock and Cindy Beattie looking into some changes ie: changing times to 11am-6pm and then offering them the opportunity to stay for the summer concert series.

Chamber officials will be attending the Family Times Summer Fun & Camp Fair at the NYS Fairgrounds on Saturday, March 31st from 10am-5pm. This is being held in conjunction with the Shrine Circus. Clayton Chamber will be sharing a table with the Alexandria Bay Chamber of Commerce; this should be a great promotional venue for the Chambers.

Bob Cantwell III:

We will need to put the "Parking Committee" report on the agenda for the Joint T/V meeting on March 28th.

TIYLO: 2012 Clayton Green Fest Expo will be Saturday, April 21st from noon-2pm with a Community Cleanup at 10am-meeting at Recreation Park. Energy Workshops, Health Wellness Fair, Community Cleanup, Kids Bike Rodeo, Local Products vendors, visit the Volunteer Fair from local non-profits and learn how to get involved, Up-cycled Fashion Show and a Food less traveled contest, are just some of the events/vendors available. This is sponsored by NYSERDA, River Hospital, Fourth Coast Inc., DANC, Waste Management and Town of Clayton.

Household Hazardous Waste Recycling, sponsored by DANC, Jefferson County & the NYS DEC will be held at the Clayton Highway Garage from 10am-2pm on Saturday, April 21st.

Chris Matthews:

Attended a Depauville Sewer meeting on March 8th. Committee is looking for an Expense Report.

Discussion on EDU's and how assessed.

Storage Building at Depauville Sewer needs a new roof.

Discussion of in the Depauville Sewer District, people need to call before digging in the ground. There is a Safety UFPO that needs to be followed.

Executive Session:

Motion by George Kittle, seconded by Lance Peterson, to go into Executive Session at 7:18 PM to discuss the Teamsters Union Contract for Bargaining Employees. Motion carried.

Motion by Bob Cantwell III, seconded by Chris Matthews, to come out of Executive Session at 7:25 PM. Motion carried.

Motion by George Kittle, seconded by Lance Peterson, to authorize the Town Supervisor to sign the Teamsters Union Contract for Bargaining Employees. Motion carried.

Motion by George Kittle, seconded by Bob Cantwell III, to adjourn this regular meeting at 7:30 PM. Motion carried.

Kathleen E. LaClair, Town Clerk