

December 30, 2015

The Town Board of the Town of Clayton held their regular year end meeting in the Town Board Room at 405 Riverside Drive, Clayton, New York with the following persons present:

| | | |
|-------------------------|-----------------|------------------------|
| Justin A. Taylor | Lance Peterson | Robert W. Cantwell III |
| Christopher D. Matthews | Mary Zovistoski | Kathleen E. LaClair |
| Bill Sherman | | |
| Alicia Dewey | Keith Wood | David Storandt |
| Pam McDowell | Susan Parsrow | James Parsrow |
| Melissa Storandt | Damon Kenyon | Susan Kenyon |
| James V. Lettiere III | Dale Kenyon | Paul Luck |
| Mary Luck | Ann Storandt | Donna Patchen (8:28) |

Pledge of Allegiance: Supervisor Taylor opened the meeting at 8:10 AM and led the assembly in the Pledge of Allegiance.

Town Clerk:

Correspondence:

- ✓ Received a Certificate of Insurance from Time Warner Cable.
- ✓ Received Justice Will Ramseier – November 2015 Comptroller Report.
- ✓ Notice of Environmental Facilities Corp. – Payment due for January 27th.

Minutes:

Motion made by Bob Cantwell III, seconded by Mary Zovistoski, to approve the minutes of 11/18/15 as presented. Motion carried.

Motion made by Chris Matthews, seconded by Lance Peterson, to approve the minutes of 12/9/15 as presented. Motion carried

Motion made by Mary Zovistoski, seconded by Bob Cantwell III, to approve the minutes of 12/16/15 as presented. Motion carried.

Resolutions: **See below.**

Public: Comment on Agenda Items: None

Supervisor:

Bills:

Motion made by Chris Matthews, seconded by Mary Zovistoski, to accept and pay Abstract #13 of 2015 in the amount of \$76,613.51. Motion carried.

Transfers:

Motion made by Lance Peterson, seconded by Chris Matthews, to approve the Budget Transfers in the amount of \$337,936.70. Motion carried. (Attached).

Pre-pays:

Motion made by Bob Cantwell III, seconded by Chris Matthews, to authorize the Schedule of Prepays for January 1st in the amount of \$191,137.93. Motion carried. (Attached).

Revenue Transactions:

Motion Made by Mary Zovistoski, seconded by Bob Cantwell III, to accept Revenue Transactions in the amount of \$104,600.00. Motion carried. (Attached).

Payroll Modifications:

Motion by Bob Cantwell III, seconded by Chris Matthews, to authorize changing the payroll concerning Richard Ingerson. Motion carried. (Attached).

BANKING RESOLUTIONS:

RESOLUTION #57 OF 2015 was introduced by Lance Peterson, seconded by Bob Cantwell III, to authorize David Storandt & Christopher Matthews to sign the Banking Corporate Authorization Resolution with Watertown Savings Bank for the 2016 year. Taylor-Abstain; Peterson-aye; Cantwell III-aye; Matthews-aye; Zovistoski-aye. **PASSED.**

RESOLUTION #58 OF 2015 was introduced by Mary Zovistoski, seconded by Lance Peterson, to authorize Kathleen E. LaClair, Town Clerk/Tax Collector to sign as Online Banking Administrator and Alicia Dewey, Clerk to the Supervisor to sign as an authorized user the Remote Deposit Capture Merchant Agreement. Taylor-aye; Peterson-aye; Cantwell III-aye; Matthews-aye; Zovistoski-aye. **PASSED.**

RESOLUTION #59 OF 2015 was introduced by Bob Cantwell III, seconded by Mary Zovistoski, to authorize Alicia Dewey, Clerk to the Supervisor to sign as the Online Banking Administrator and David Storandt, Town Supervisor sign as an Authorized User on the ACH Origination Agreement and Disclosure. Taylor-aye; Peterson-aye; Cantwell III-aye; Matthews-aye; Zovistoski-aye. **PASSED.**

BIDS:

Flooring at Boater Safety Building:

Motion made by Lance Peterson, seconded by Chris Matthews, to accept and award our one and only bid from Bruce MacKenzie in the amount of \$5,019.00 for the flooring at the Boater Safety Building. Motion carried.

Grindstone Island Research & Heritage Center - Flooring: No bids received. Discussion we will need to re-evaluate at a later date.

Copier Bid: Motion made Lance Peterson, seconded Bob Cantwell III, to accept the lone bid of \$51.50 for the Konica, C352 copier from Justin Taylor. Motion carried. Mr. Taylor was informed that there are four extra toners and that he could purchase at cost if he chose.

Docks B & C Fence Quote: Motion by Bob Cantwell III, seconded by Mary Zovistoski to authorize awarding the lone quote from DB Fabrications, Inc. in the amount of \$16,648.71 for Docks B & C fencing quote. Motion carried.

ROOF BONDING:

RESOLUTION #56 OF 2015 was introduced by Lance Peterson, seconded by Mary Zovistoski, a resolution authorizing the issuance of Serial Bonds or a Statutory Installment Bond in the Town of Clayton an amount not to exceed \$400,000.00, the proceeds of which are to be used for reconstruction of the roof of the Town of Clayton Town Hall/Opera House and the Depauville Community Center/Library and associated improvements to same. Taylor-aye; Peterson-aye; Cantwell III-aye; Matthews-aye; Zovistoski-aye. **PASSED.**

TOWN CLERK'S FEE SCHEDULE:

RESOLUTION #55 OF 2015 was introduced by Mary Zovistoski, seconded by Lance Peterson, a resolution setting Fee Schedules for the Town Clerk's Office. Taylor-aye; Peterson – aye; Cantwell III-aye; Matthews-aye; Zovistoski-aye. **PASSED.**

T.I.E.R.S. BUDGET REQUEST:

Motion made by Bob Cantwell III, seconded by Chris Matthews, to approve TIERs request of an increase of \$8500 to be utilized for equipment expenditures in the TI-Rescue 2016 operating budget and the request of showing a portion of its reserve fund as “dedicated” to a USDA Loan reserve fund totaling \$8966. Motion carried. Discussion that the 2016 contract with TIERs will need to be amended.

B.A.R. Appointment:

Motion made by Chris Matthews, seconded by Lance Peterson, to appoint Justin A. Taylor as “alternate” to the Board of Assessment Review Board. Motion carried.

New Hires – Hwy. Dept.:

Motion made by Bob Cantwell III, seconded by Lance Peterson, to hire Peter Roden and Dan Glynn at \$12 per hour as seasonal part-time laborers at the Highway Dept. Motion carried.

FYI: Today is Bill Smith’s last day at the Transfer Site.

Evaluations: 2015 evaluations are due from the Department Heads. These will be put in the employees’ personnel files.

Employee Handbooks: The handbooks have been updated and printed and should be ready by tomorrow for pickup.

Bartlett Point Water District: Meeting was held yesterday afternoon. The Village of Clayton did not receive any funding for the revamping. Rob Company will help work on this. O’Brien & Geer were also at the meeting.

Frink Project Update: Everything has been completed per the contracts. Everything is now shut down for the winter and will be completed in Spring 2016.

Discussions on taking reservations. We have a web-based vendor where online reservations can be made. The customer is responsible for a “convenience fee” of 6% for credit card payments and the Town is responsible for the credit card fee. This is user friendly.

Motion made by Bob Cantwell III, seconded by Mary Zovistoski, to move forward with opening the reservation purchase on-line. Motion carried.

Councilman Matthews suggested that we keep the locals informed. The next meeting they will be working on policy for staffing at the docks.

Tax Cap Letter to Governor:

Motion made by Mary Zovistoski, seconded by Chris Matthews, to authorize Supervisor Taylor to write a letter to Governor Coumo, to have him revisit and amend the current Tax Cap Tax Relief. Motion carried.




Association of Towns Meeting: See the Town Clerk for information on attending the meeting in February 2016.

Audit 2014 & 2015: Bowers & Company, CPAs, PLLC has sent a DRAFT-Agreed Upon Procedures. Supervisor Taylor has reviewed this and the framework looks good. The audit will be finalized and resent in the final form.

Insurance Quote: Quote has been received from Cerow Agency. **Motion** made by Lance Peterson, seconded by Bob Cantwell III, to authorize Supervisor Taylor to sign the agreement with Cerow Agency. Motion carried.

Supervisor Taylor: It has been an honor and a pleasure to serve as Supervisor for the past 8 years and 21 years on the Town Council. He wished the best to David Storandt, the incoming Town Supervisor, and Donna Patchen, incoming Town Council.

Highway Superintendent's Report:

-  The weather has held off and has allowed for some ditching to be completed.
-  Crews have also been working in the shop.
-  The new compressor arrived a few days ago.

Town Council Reports:

Peterson: Voiced that he has enjoyed every minute of being on the Town Council. Everything this Town Board has done has been conducted at a high level; and he is very proud to have served with them for the betterment of the Community. From time to time, he will show up at the meetings. He will miss the activity of the meetings.
Thank you to Justin as he did a tremendous job. We all agreed to disagree and still leave it at the table. When we left here it didn't interfere with us personally, we left here as friends.

Cantwell III: Thanked Justin for all his years of service and dedication.
Thanked Lance for his service, as well.

Matthews: Thank you to both Justin and Lance. The leadership and advice over the last five years is invaluable.

Zovistoski: Thank you to you both.

Public: submitted requests to address the Board: None.

Next meeting will be January 13th at 5 PM.

Motion by Bob Cantwell III, seconded by Lance Peterson, to adjourn this regular meeting at 9:28 am. Motion carried.

Kathleen E. LaClair, Town Clerk

