

March 28, 2018

The Town Board of the Town of Clayton held their regular workshop meeting at 5:00 PM in the Town Board Room with the following persons present:

David M. Storandt Jr.
Lance Peterson
Kathleen E. LaClair

Mary Zovistoski
Nolan Knapp

Donna J. Patchen
William Sherman

Alicia Dewey
Kevin Rarick
Heather Valadez
Chris Bogenschutz
Sue Magee
Allen D. Heberling
Mike Strouse

Rob Campany
Norma Zimmer
Bud Baril
Chris Barton
Pam McDowell
Janet Gregware

Jim Jones
Kimberli Johnston
Justin Taylor
Josh Reome
Lloyd Terry Fox
Rick Gregware

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

Town Clerk:

Correspondence:

- ✓ Letter from James Cheney, 17769 Reed Point Rd, he has no interest in having the Municipal Water at his residence.
- ✓ Agriculture & Markets: Municipal Shelter Inspection Report completed on February 21, 2018 – Unsatisfactory for reasons noted on the report.
- ✓ Notice Reminder: Election Dates for District 1 at Depauville Fire Hall and Election Districts 2 & 3 will be at the Clayton Municipal Building.
- ✓ Notice of two Dog Control Appearance tickets were given out.
- ✓ Reminder: that tomorrow, 3/29/18 will be the 29th Annual Local Government Conference, at JCC.

Minutes: Motion was made by Mary Zovistoski, seconded by Nolan Knapp, to approve the minutes of March 14, 2018 as presented. Motion carried.

Public comment on agenda items: None

Public Hearings:

5:15 PM - Charter Communications Franchise Agreement:

Motion to open the Public Hearing at 5:15 PM was made by Mary Zovistoski, seconded by Donna Patchen. Motion carried.

A few people had questions concerning the Agreement. No one was opposed.

Motion was made by Lance Peterson, seconded by Nolan Knapp to close the Public Hearing at 5:20 PM. Motion carried.

RESOLUTION NO. 47 of 2018:

RESOLUTION NO. 47 of 2018 was introduced by Councilwoman Mary Zovistoski, seconded by Councilwoman Donna Patchen, a resolution by the Town Board of the Town of Clayton, granting the cable television franchise of Time Warner Cable Northeast LLC and the Town of Clayton for ten (10) years commencing with the date of approval by the Public Service Commission and expiring ten (10) years from that date and to authorize the Town Supervisor to sign this agreement. Storandt-aye; Zovistoski-aye; Patchen-aye; Peterson-aye; Knapp-aye. **PASSED.**

Workshop Item:

Harbormaster Discussion: Justin Taylor discussed the Job Description of the Harbor Master with the Town Board. Mr. Taylor doesn't agree with the Harbor Master reporting to the Recreation Supervisor and believes that the Harbor Master should report directly to the Town Board personally. Councilwoman Patchen explained that this had nothing to do with how we had previously started the process but more to do with how we want to proceed. The Docks were always going to be under the supervision of the Recreation Park Supervisor and this was the way to help Mr. Jones learn about the docks and what needs to be done and when. Mr. Taylor accepts the concept, but still doesn't agree with the process.

Applications were received for this coming season and interviews were held this A.M.

Mr. Jones, Recreation Park Supervisor, stated that we will be at the Job Fair in a couple of weeks and solicit applications there as well.

Workshop Item:

Reed Point Water Discussion: Rob Company, Kevin Rarick and the Town Board discussed: the Town of Orleans had included the Reed Point area in their water district application for funding. Councilwoman Zovistoski stated that we need to move forward and have Reed Point in the water district. Consensus of the Town Board is to have Attorney Russell draw up an IMA between Town of Clayton and Town of Orleans for the Reed Point Water District.

5:30 PM - Depauville Sewer District Ordinance:

Motion to open: Motion was made by Lance Peterson, seconded by Mary Zovistoski, to open the Public Hearing at 5:32 PM. Motion carried.

The fee structure still needs to be addressed in the Ordinance; the Hook-up fee; a few grammatical errors; and the EDU Table for Commercial and modify the language.

No-one present to speak at this public hearing.

Motion was made by Lance Peterson, seconded by Donna Patchen to close the Public Hearing at 5:40 PM. Motion carried.

Training Request: Motion was made by Mary Zovistoski, seconded by Donna Patchen, to authorize Alicia Dewey to attend the NYS SHRM Conference in Albany, scheduled for September 23-25; the registration fee is \$465. Motion carried.

Chamber Fee Waiver: Motion was made by Mary Zovistoski, seconded by Nolan Knapp, to waive the fees for both the Boat Show (\$1500) and Food & Wine Show (\$1500) to bring the additional stipend of \$10,040 for the 2018 year to the Clayton Chamber of Commerce. Motion carried.

6:00 PM – Bartlett Point Water District Ordinance:

Motion was made by Mary Zovistoski, seconded by Nolan Knapp to open the Public Hearing for the Bartlett Point Water District Ordinance at 6 p.m. Motion carried.

Mrs. Gregware had questions concerning the Bartlett Point Road and the condition that it has been in for the winter. A portion had been dug up to get from one side of the road to the other; it has been muddy and not good to travel over.

The discussion also involved Mayor Zimmer, who stated that that area is a construction area and will have some road replacement when the construction is completed. As to when that would be, will be determined by how long it takes to lay pipe and hook up water.

No further questions from any attending public.

Motion was made by Lance Peterson, seconded by Nolan Knapp, to close the Public Hearing at 6:07 P.M. Motion carried.

RESOLUTION No. 48 of 2018:

RESOLUTION NO. 48 OF 2018 was introduced by Councilwoman Donna Patchen, seconded by Councilman Nolan Knapp, to adopt the Town of Clayton Bartlett Point Water District User Ordinance. Storandt – aye; Zovistoski-aye; Patchen-aye; Peterson-aye; Knapp-aye. **PASSED.**

Arena Project:

Town Board had discussion of thoughts and/or questions from any Board members. Questions included if we needed to have the Town Offices on the 2nd floor. What would our cost be to have those offices on the ground level? Handicap accessibility came into question with offices being on the 2nd floor. Would more funding be available? Another question was if the break room on the second floor was necessary? We could enlarge the offices if the break room was eliminated. Offices were thought to be a little small as now depicted.

Rob Campany would look at doing another rendition taking these points into consideration. This will be reviewed and discussed again at the next meeting.

Route 12 Sewer Project: Rob Campany stated the blasting started today. The blasting will be completed before the start of laying the pipe and before too many people get back to the area.

Special Events Permit:

Discussion by the Town Board concerning the Special Events Permit, that is required per the NYS Fire & Prevention Code. The Town has had Attorney Russell looking into the matter and he has drafted a Local Law.

Supervisor Storandt would like to put together a committee to review this Draft Local Law and bring back some recommendations to the Town Board within the next couple of months. Possible committee members include: Christopher Barton (Clayton Fire Chief), Bud Baril (TIERS), Nolan Knapp (Town Board), Tony Randazzo (Village Board) and a Clayton Chamber representative yet to be determined.

Highway Summer Hours: Councilman Lance Peterson discussed the Highway Department starting their four ten-hour days on the Friday after the Boat Show. Further discussion included that the Highway will end their 4/10s the Friday before Columbus Day.

Procedures/Employee Handbook/ AUD:

1) Federal Uniform Guidance: Federal funded projects will be incorporated into the Procedures.

2) Employee Handbook: **Motion** was made by Lance Peterson, seconded by Mary Zovistoski, to adopt the revised handbook. Motion carried.

3) Motion was made by Donna Patchen, seconded by Lance Peterson to accept the revised AUD as presented. Motion carried.

Public submitted requests to address the Board:

Terry Fox wished to discuss with the Town Board the reasoning for his application being pulled and he wasn't interviewed, citing his previous experience for the summer dock attendant position last year. He had never had to interview before and was asked to come back this past year.

Discussion, that this was a Personnel discussion and not a Public discussion. He should talk with the HR representative in the office.

Executive Session: **Motion** was made by Donna Patchen, seconded by Nolan Knapp to go into Executive Session at 6:18 PM to discuss this Personnel matter. Mr. Fox and Alicia Dewey were invited to stay in the session. Motion carried.

Adjournment: **Motion** was made by Lance Peterson, seconded by Nolan Knapp, to come out of Executive Session and adjourn this regular workshop meeting at 6:52 PM. Motion carried.

Kathleen E. LaClair, Town Clerk