

July 11, 2018

The Town of Clayton held their regular meeting in the Town Board Room, 405 Riverside Drive, Clayton, New York, at 5:00 PM with the following present:

David M. Storandt, Jr.
Lance Peterson
Kathleen E. La Clair

Mary Zovistoski
Nolan Knapp

Donna Patchen
Bill Sherman

Kim Johnston
Rob Company
Jim Schnauber

Ken Knapp
Jake Tibbles
Kevin Patchen

Pam McDowell
Rebecca Dahl

Pledge of Allegiance: Supervisor Storandt opened the regular meeting and led the assembly in the Pledge of Allegiance.

Town Clerk:

Correspondence:

- ✓ Notice from Atty. Mark G. Gebo, that he has closed the offices of Hrabchak & Gebo, P.C. as of June 30, 2018 and he will continue to work on the above referenced matter as an of-counsel relationship with the law firm of Menter, Rudin & Trivelpiece.
- ✓ Charter Communications – Upcoming changes.
- ✓ Justice submission log reporting to the Comptroller’s Office by Walter Jeram Jr. and William Ramseier for the month of June, 2018.
- ✓ NYS Dept. of Health report on test and maintenance of Backflow Prevention Device.
- ✓ NYS Agriculture and Markets Municipal Shelter Inspection Report that was completed on 6/27/2018.
- ✓ Amy Funk, Dog control Officer Activity Report for 6/1-6/30/2018 for Clayton, Brownville/Dexter, Lyme & Cape Vincent.
- ✓ Depauville Free Library previous month minutes, Agenda for next meeting which will be tomorrow, July 12th at 5:00 PM at the Library.
- ✓ Notice – from Richard A. Ingerson, Zoning Officer for a public hearing to be on August 2, at 7:00 PM for the purpose of considering a twelve (12) lot major subdivision for Madgel M. Brown Estate, 12584 Brown Road in the Marine-Residential District, Tax Map#11.00-1-36.1.

Minutes: Motion was made by Mary Zovistoski, seconded by Nolan Knapp, to accept the minutes of June 22, 2018, a Special Board Meeting, acknowledging that the last paragraph in those minutes was actually a “Side Note” as Doug Rogers was not present at this meeting. Motion carried.

Motion was made by Lance Peterson, seconded by Mary Zovistoski, to accept the minutes of June 27, 2018, a Regular Meeting, as presented. Motion carried.

Public Comment on Agenda Items: None.

Discussion Items:

Abstract #7 of 2018: Motion was made by Lance Peterson, seconded by Nolan Knapp, to approve the payment of Abstract #7 of 2018 in the amount of \$145,725.37. Motion carried.

Supervisor Storandt asked for authorization to pre-pay two bills in connection with the Route 12 Sewer that Mr. Company presented for payment after this abstract was completed for this evening.

MOTION was made by Lance Peterson, seconded by Mary Zovistoski, to pre-pay two bills: 1) A bill in the amount of \$39,967.50 to St Lawrence Engineering DPC for the NYS Route 12 Sewer Project ; 2) A bill for \$488,576.52 to Lawman Heating & Cooling, Inc., for Payment No. 6 for Project: Contract #1 Sewage Collection Work including Change Orders #1 & #2. Motion carried.

Supervisor's Report & Bank Reconciliations - June 2018: Motion was made by Nolan Knapp, seconded by Mary Zovistoski, to approve the Report and Bank Reconciliations for June 2018 as presented. Motion carried.

Balance sheets: Motion was made by Mary Zovistoski, seconded by Lance Peterson, to accept the Balance Sheets per fund for the period ending June 30, 2018. Motion carried.

Resignations: Motion was made by Mary Zovistoski, seconded by Nolan Knapp, to accept the resignation of Kaitlyn Farrell from her position at the Clayton Harbor Municipal Marina with regret and wish her well with her new employment. Motion carried.

Resignation from the position of Harbor Master:

Discussion: Councilwoman Patchen inquired about Chris Badour being moved from his position at Recreation Park to being at the docks. Mr. Badour, as a seniority laborer was appointed the second in command at the park by the previous Park Manager. He has been full time/paid, laborer at the park. Councilwoman Patchen inquired as to what this does to that status? Ms. Patchen inquired if James Jones will be taking full control and learning everything at the docks and thus being there to learn as he goes along. Councilman Peterson and Councilwoman Zovistoski stated "yes" he will be there learning the position. "This move for Chris Badour is only "temporary" in nature and will only last ninety (90) days or less. He will not lose his seniority at Recreation Park or his position and full pay."

Motion was made by Lance Peterson, seconded by Nolan Knapp, to accept the resignation submitted by Justin Taylor from the Harbor Master position. Motion carried.

Recreation Park Project Update: Spent time looking for an updated Property Boundary Map of Recreation Park. Several parcels were added to the park in the 1980s. We haven't been able to locate anything that is all inclusive of the acquisitions. We might need to have a completed survey map done to update all the acquisitions, for Project Funding.

We're looking at doing the Bid Specs in late November/December 2018; with start of construction in early spring 2019.

Route 12 Sewer Update: Construction meeting was held here this afternoon. An update is hereby attached to the minute book.

TILT/Zenda Planning Support Resolution Request:

The Thousand Islands Land Trust (TILT) is applying for a Parks Program Grant from the NYS Office of Parks, Recreation, and Historic Preservation through the 2018 Consolidated Funding Application for the "Revitalization of the Dairy Barn" at Zenda Farms Preserve. As a requirement of this grant application, TILT is seeking support of their application for funding.

The project is a first phase of many if awarded, funds from this grant and will be used to begin a planning process to assess the structural integrity of Zenda's Dairy Barn including but not limited to creating architectural plans, landscape architectural plans, engineered renderings, and design plans.

Supervisor Storandt asked TILT to present their planning process to the July 5th Planning Board meeting as a "pre-app" presentation. Ultimately the Planning Board, although not fully attended, conceptually liked the planned process and supported sending the endorsement to the Town Board.

RESOLUTION #55 OF 2018:

RESOLUTION #55 OF 2018 was introduced by Nolan Knapp, seconded by Donna Patchen, a resolution to support the application being submitted by the Thousand Islands Land Trust (TILT) in applying for a Parks Program Grant from the NYS Office of Parks, Recreation, and Historic Preservation through the 2018 Consolidated Funding Application for "Revitalization of the Dairy Barn" at Zenda Farms Preserve. Storandt-aye; Zovistoski-aye, Patchen-aye; Peterson-aye; Knapp-aye. **PASSED.**

Councilman Peterson asked Mr. Tibbles, Executive Director for a copy of the application and narrative of this as the Board would like to look at it.

Mr. Tibbles indicated that they are just gathering support, quotes, plans, etc. at this point, but before this is submitted, he would give a copy to the Town Board. If there is any problems, questions, etc. and the Town doesn't agree with it, it can be fixed or pulled. The application is due in by July 27, 2018 and they have much to do at this point to get things together. (Really nothing to look at, at this point).

Fixed Assets Update:

Written update submitted. Discussion followed on whether to do a local bid or send the items to auction. **Motion** was made by Donna Patchen, seconded by Lance Peterson, to disburse sending the Zipper pavement mill to auction by advertising in the local paper, the John Deere X700 Riding Mower and the 1996 Tandem Dump Truck #78 with a reserve of a \$50,000 attached. Motion carried.

Fireworks Permit Application: 1000 Islands Charity Poker Run:

Motion was made by Lance Peterson, seconded by Nolan Knapp, to approve the application for Fireworks display but not approve the fee waiver. The Town has been very generous with the use of the docks already. Motion carried.

Supervisor Report:

Consolidated Health District: Dr. Grybowski, Health Officer will be visiting the site again and we will have a report at our next meeting.

Department Head Reports:

Highway Superintendent:

- Crews have been working on culverts
- We have been finishing up on Potter's Blvd.
- I have ordered salt – small amounts. We will pile inside under cover in case it rains.

Assessor: (Submitted Report):

The Assessor received from New York State today the new forms for Senior Citizens Exemptions. The Assessor needs to send out six forms along with several affidavits to the seniors, and have the seniors file these forms again with the Assessor in order to receive their exemptions. Mrs. Johnston

stated she normally sends out approximately 700 Exempt Notices in November of each year. She will be out of the office next week for training at Cornell, however upon returning the week after she will start sending out the forms now, as there will be a lot of confusion concerning these forms.

Codes/Zoning: (Submitted Zoning Report).

Supervisor Storandt discussed with the ZEO/CEO the applications and the processing of each application. Possibly more applications could be reviewed by the Planning/Zoning Boards at the meetings, giving less amount of time of review by the ZEO/CEO.

Council Reports:

Councilwoman Zovistoski: Gave the Recreation Park/Buildings and Grounds Report in the absence of James Jones, Recreation Supervisor. **Docks:** Docks are running currently smoothly. Mr. Taylor has submitted his written resignation letter to Mr. Jones –digitally and he stated he would bring the hard copy to Mr. Jones’ office this morning. Mr. Jones has placed Chris Badour down at the docks during this two week interim in order to learn all he can while Mr. Taylor is still there. Mr. Badour will finish off this season as the Harbor Master and then return as foreman at Buildings and Grounds. We will need to hire for Justin’s position before the next season. The Staff at the Docks continue to do a very good job, almost daily there are great reviews for our marina and the professionalism of the staff.

Transfer Site: We completed the new embankment for the metal bin. Kudos goes out to Cody Black for planning and implementing his design for the project. Chris Badour also did a wonderful job supervising the project and assisting in the project. The whole project came in under \$2000 which includes our internal labor. Additionally, the transfer bin was ordered from Rudco for \$6290. Transfer site continues to be very busy this summer. Weekly totals have been averaging between \$3200-\$3500; compared to about \$3000 for this time last year.

Pool: The pool has had no issues and is operating smoothly.

Arena: We will have Roller Derby this weekend and next weekend we will have the Decoy show. Also the weekend of the Decoy show is the poker run. Boats and trailers will be parked at the arena. There will be a definite impact to our docks as well.

Grindstone Island: We have started work on their requested fence over at the school. Mr. Jones anticipates this job lasting about a total two weeks. In addition, we have been working at the cemetery over there and cut back a lot of the brush that was growing around the perimeter of the cemetery. We still have a least one more day of work that could be done over there.

All other Building and Grounds elements are running smoothly.

Public submitted request to address the Board:

Ken Knapp hoped that the Town Board has received their invitations to the Dedication of the Historic Sign in Depauville, and that they will find time to attend.

Adjournment: Motion was made by Lance Peterson, seconded by Mary Zovistoski, to adjourn this regular meeting at 6:03 PM. Motion carried.

Kathleen E. La Clair, Town Clerk