

September 12, 2018

The Town Board of the Town of Clayton held their regular meeting in the Town Board Room located at 405 Riverside Drive, Clayton, NY with the following persons present:

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

Mary Zovistoski (Absent)
Nolan Knapp (Absent)

Donna Patchen
William Sherman

Henry R. La Clair
Pam McDowell

Harold Pratt, No. Shore Oil

Rob Campany

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

Town Clerk:

Correspondence:

- ✓ Special Event Permit Application authorization for the Clayton Fire Department at the Town of Clayton Cerow Arena – competed.
- ✓ Notice of update by the Association of Towns of Charitable Reserve Funds which essentially now prohibited by the IRS as deductions for contributions.
- ✓ Charter Communications – Upcoming changes.
- ✓ Agriculture and Markets (August 29, 2018) dog shelter - Inspection Report completed on 7/31/2018.
- ✓ Thank You note signed by Glorian Reinman, Christine Wessinger, Laura Muggleton Higgins, Joyce McKean, Teresa Smith, Pam Richardson, and Gail Moschell for keeping the pool open until September.
- ✓ Board Meeting Minutes from the Depauville Free Library from Thursday, August 9, 2018.
- ✓ Submission Log receipts for Justice Wm. Ramseier and Justice Walter Jeram Jr. to the Comptroller's office for their report for August, 2018.
- ✓ Depauville Sewer District Board meeting minutes from September 6, 2018.
- ✓ Dog Control Officer Amy Funk – report of activity for August, 2018.

Minutes: **Motion** was made by Lance Peterson, seconded by Donna Patchen, to accept the minutes of August 22, 2018 minutes as presented. (Zovistoski & Knapp – absent.) **Motion carried.**

General Discussion Items:

Bills - Abstract #9 of 2018: **Motion** was made by Donna Patchen, seconded by Lance Peterson, to pay Abstract #9 of 2018 in the amount of \$620,260.48. (Zovistoski & Knapp – absent.) **Motion carried.**

Budget Amendments: **Motion** was made by Lance Peterson, seconded by Donna Patchen, to approve the Budget Amendment for Fund A - Amendment #: 5-12; Fund B – Amendment # 13-14; Fund DA – Amendment # 15-18; and Fund DB – Amendment #19-20 for the 2018 year. (Zovistoski & Knapp – absent.) **Motion carried.**

New Account/Special Entries: **Motion** was made by Donna Patchen, seconded by Lance Peterson, to add a Special Entry Account for Community Beautification line #B8510.40. (Zovistoski & Knapp – absent.) **Motion carried.**

Supervisor Report & Bank Reconciliations for August: **Motion** was made by Lance Peterson, seconded by Donna Patchen, to approve the Supervisor Report & Bank Reconciliations for August, 2018. (Zovistoski & Knapp – absent.) **Motion carried.**

Balance Sheets: **Motion** was made by Donna Patchen, seconded by Lance Peterson, to approve the Balance Sheets per fund for August 2018. (Zovistoski & Knapp – absent.) **Motion carried.**

Resignation: Deputy Clerk Janet Sullins: **Motion** was made by Donna Patchen, seconded by Lance Peterson, to accept the resignation of Janet M. Sullins effective September 14, 2018, with regret. (Zovistoski & Knapp – absent.) **Motion carried.**

Deputy Clerk Position: Town Clerk Kathy La Clair stated she has advertised for the position. Resumes were to be in by September 5th, close of business. The Clerk is now in the process of reviewing and will call in several applicants to interview.

Training: Potsdam Local Government Conference October 9, 2018: Schedule of events for the Local Government Conference has been distributed to the ZBA, Planning Board, and all Dept. Heads. These need to be filled out and returned to the office for payment that is due before September 27th.

Employment Agreements: Supervisor Storandt has the Employment Agreements back and signed by Richard Ingerson, Kimberli Johnston and James Jones. **Motion** was made by Donna Patchen, seconded by Lance Peterson, to approve these agreements. (Zovistoski & Knapp – absent.) **Motion carried.**

Annual Fuel Bid Awards: **Motion** was made by Lance Peterson, seconded by Donna Patchen, to award North Shore Oil Co. the following bids:

#2 Fuel Oil (Customer-Owned) Option 2: Variable - \$2.2872

Propane-Town- Owned Option 1: Fixed - \$1.2785

Propane-Village Vendor-Owned Option 1: Fixed - \$1.2785

K-1: Customer Owned Tanks – Option 2: Variable - \$2.5486

Bids Sheet attached to the Minute Book. (Zovistoski & Knapp – absent.) **Motion carried.**

Set Budget Workshop Dates: **Motion** was made by Donna Patchen, seconded by Lance Peterson, to set the Budget Workshop dates for October 15, 16 & 18 (if needed) at 6 PM at the Town Offices. (Zovistoski & Knapp – absent.) **Motion carried.**

Justice Audit Resolution: #58:

RESOLUTION NO. 58 OF 2018 was introduced by Donna Patchen, seconded by Lance Peterson, a resolution to certify Examination and Audit of Town Justices 2018 Monthly Reports and Account Books. Storandt-aye; Zovistoski-absent; Patchen-aye; Peterson-aye and Knapp-absent. **PASSED.**

Town Clerk Copy Machine: Discussion on a new Copier/Scanner/Fax machine in the Town Clerk office. Discussed what would happen to the one we have – sell, or donate to one of the Libraries, etc.

Motion was made by Donna Patchen, seconded by Lance Peterson, to purchase from SymQuest at a total not to exceed \$6,000, which would include the Fax feature left out of the proposal. **Motion carried.** (Zovistoski & Knapp-absent). **Motion carried.**

Highway Radios: Discussion of a proposal from Jefferson County that would have the Town purchasing hand held and fixed radios in all vehicles of the Highway Dept. at a cost of \$24,000. Superintendent Sherman feels that we could get one hand held radio and dispatch the way we are now at a cost of approximately \$1,000. He doesn't feel that it is a necessity that the Highway needs to expend at \$24,000. The radios are purchased through Wells Communications under state bidding rules and partial grant support managed by Jefferson County.

Cemetery Resolution, Regulations & Forms Adoption:

RESOLUTION No. 59 of 2018 was introduced by Donna Patchen, seconded by Lance Peterson, a resolution that the Town of Clayton deems the Grindstone Island Cemetery, located on Northshore Road, Grindstone Island, in the Town of Clayton, abandoned and assumes the yearly maintenance and associated costs. Storandt-aye; Zovistoski-absent; Patchen-aye; Peterson-aye; and Knapp-absent.
PASSED.

Cemetery Regulations, Forms: 1) Cemetery Fee Schedule 2)Burial Order: Motion was made by Donna Patchen, seconded by Lance Peterson, to approve the Regulations and Forms 1&2 as presented. (Zovistoski & Knapp – absent). **Motion carried.**

Young People's Theater Grant Support Request: Motion was made by Donna Patchen, seconded by Lance Peterson, to authorize the Town Supervisor to send a letter of support to the Young People's Theater to go along with their grant request. (Zovistoski & Knapp-absent). **Motion carried.**

NYS Sexual Harassment Policy & Training Requirements: This is NYS Sexual Harassment Policy is mandatory and must be on the books by October 10, 2018 and all employees must receive mandatory training by January 1, 2019. **Motion** was made by Donna Patchen, seconded by Lance Peterson, to adopt the NYS Sexual Harassment Policy and Complaint Form for reporting. (Zovistoski & Knapp – absent). **Motion carried.**

Bed Tax Agreement: Motion was made by Lance Peterson, seconded by Donna Patchen, to adopt the Bed Tax Agreement as presented. (Zovistoski & Knapp - absent). **Motion carried.**

Supervisor Reports:

ABM: September 10, 2018 the ABM has scheduled their annual planning retreat.

CLDC: Adopted their budget for the 2019 year.

Consolidated Health: The next meeting is on October 17th.

Department Head Reports:

Highway Superintendent:

- Currently working on Reese Rd. – They will be taking out the hill on this road.
- Also working on Herbrecht Rd. and Bald Rock Rd.
- Next week we will be blacktopping Black Creek Rd.
- Sent in an order for Salt.
- Next Depauville Sewer Meeting will be 11/1 at 9 a.m.

Assessor: September, 2018 Monthly Report received.

Codes/Zoning: September, 2018 Monthly Report received.

Rec. Park/Transfer Site: Update on PESH Violations. PESH conducted series of inspections in August. Violations were sent email to Board members. Sept. 11th, PESH conducted re-inspections. All violations taking care of with exception of an overhead garage door at the Transfer Site scheduled to be fixed in October.

Joint Sewer District: Rob Campany stated that a Joint Sewer District meeting was held this past Monday. The rates were discussed and they are holding rates firm for 2019.

Route 12 Sewer Project: Rob Campany stated a final connection was completed today into Fishers Landing. Within the next two months everyone will be connected. The 2009 T & C Tax Bills will have three months for 2018 and twelve months for 2019 added for the Rt. 12 Sewer.

Firework's Permit Application: The Board reviewed the application. It was decided that the Wave Attenuator would not be used to set off the explosives. James Jones state that there will be 30-40 boats at our dock location and if there is a north wind it would sent sparks toward them. They need to use a new location and shoot from the water out. The company will have to engage a barge and set up 300' out in the water.

Motion was made by Lance Peterson, seconded by Donna Patchen, to approve the permit only if they submit another location out 300' on a barge. (Zovistoski & Knapp – absent). **Motion carried.** Town Clerk will call Firework's Contractor in the morning to explain the Town Boards position.

DCO Program (Department) Cost Report: Supervisor Storandt recapped Wednesday PM's meeting on Dog Control budgets for 2019. Costs were distributed by Supervisor Storandt.

Adjournment:

Motion was made by Donna Patchen, seconded by Lance Peterson, to adjourn this regular meeting at 6:28 PM. Zovistoski & Knapp Motion carried.

Kathleen E. La Clair, Town Clerk