

Town of Clayton Regular Meeting Minutes

Wednesday, December 9, 2020

The Town Board of the Town of Clayton held their regular meeting at 5:00 PM, in person and remotely due to restrictions of COVID-19.

The following persons present:

Lance Peterson	Megan Badour	Mary Zovistoski	Heather Valadez-remote
Alicia Dewey	Allen Heberling	Donna Patchen	Pam McDowell-remote
Steve Dorr, Sr.	Stephen Grybowski	Hannah Broihier-remote	
Maris Withington-remote	Michelle Grybowski-remote		

1. Pledge of Allegiance: The Supervisor opened the meeting at 5:02 PM and led the Assembly in the Pledge of Allegiance.
2. Guests: N/A
3. Town Clerk:
Correspondence:
 - Charter Communications provided updates on programming. (see attached)
 - Tax Bills will be formatted differently this year, there will be a segment on the local news discussing this in the near future.

Minutes from 11/18/2020 Workshop Meeting to be approved. Motion made by Mary Zovistoski, seconded by Donna Patchen. **Motion carried.**

4. Public:
At this time, the Board chose to take a few moments to recognize Dr. Stephen Grybowski. This opportunity would have been timed with the Joint Village/Town meeting and Christmas party, however, due to COVID-19 and the restrictions placed, unfortunately it could not be planned for such time. The Board presented Dr. Grybowski with a plaque and thanked him for his multi-generational service to the community. Dr. Grybowski thanked the Board for the recognition and noted he is enjoying retirement but will still be working with some opportunities within the community.
5. General Discussion Items:
 - A. Bills and Transfers
 - i. Abstract #12 of 2020
Motion was made by Donna Patchen, seconded by Allen Heberling, to approve Abstract #12, in the amount of \$594,806.30. **Motion carried.**
 - ii. Transfers: Moving \$10,000 from the Depauville Sewer reserve account to the cash account for payment-related to expenses for capital improvements at the sewer facility. (see attached) Motion was made by Allen Heberling, seconded by Mary Zovistoski. **Motion carried.**

- iii. Budget Amendment: A motion was made by Donna Patchen, seconded by Mary Zovistoski to approve the Budget Amendments for the Fiscal Year 2020, in the amount of \$12, 485.35. **Motion carried.** (see attached)
 - iv. New Accounts/Special Entries: N/A
 - B. Supervisor's Report & Bank Reconciliations: Motion made by Mary Zovistoski, seconded by Donna Patchen. **Motion carried.**
 - C. Balance Sheets: Reviewed by the Town Board.
 - D. Resignations and Appointments
 - i. Resignations: N/A
 - ii. Positions/Appointments:
 - a. A motion was made to reappoint Ashley Owens to the Zoning Board of Appeals, term runs through December 31, 2025. Motion made by Donna Patchen, seconded by Mary Zovistoski to approve. **Motion carried.** (see attached)
 - b. A motion was made for Francis Bearup and Roy Wilmert to be approved for Seasonal Part-Time Laborers (Plowing) for \$20.00/hr call-in. Motion made by Donna Patchen, seconded by Allen Heberling. **Motion carried.**
 - E. Rate Changes:
A motion was made to approve step increases for Mark Natali and Justin Wagoner (+ \$.50/hr). Motion made by Mary Zovistoski, seconded by Donna Patchen. **Motion carried.**
 - F. Training: N/A
 - G. RFP Misc Contractor Bids- The bid opening occurred on Monday, but will be reviewed for the 12/31/2020 meeting.
 - H. Reminder: Year-End Board Meeting 12/31/2020 @ 8:00 am.
 - I. Annual Meeting: A motion was made to set the Annual Meeting for 1/13/2021 @ 5:00 pm. Motion made by Mary Zovistoski, seconded by Donna Patchen. **Motion carried.**
- 6. Association of Towns Resolution Letter:
A motion was made to support sending a letter to Governor Andrew Cuomo in support of Section 467 of the New York State Real Property Law in light of the COVID-19 pandemic. Motion made by Mary Zovistoski, seconded by Donna Patchen. **Motion carried.**
- 7. Health Emergency Plan:
In compliance with a request of the State of New York an Emergency Health Plan has been drafted as a proactive response to the COVID – 19 Pandemic. Motion was made to introduce this plan having been agreed upon also by the NYS Teamsters Union by Donna Patchen, seconded by Allen Heberling. Peterson-aye; Zovistoski-aye; Patchen-aye; Heberling-aye. **Motion carried.** (see attached)
- 8. COVID-19 Plan:
An update to the Town's COVID-19 Plan has been completed. A motion to adopt this revision was made by Mary Zovistoski, seconded by Donna Patchen. **Motion carried.** (see attached)
- 9. Supervisor's Report: Reports from meetings took place at the November 18th meeting.
- 10. Department Head Reports:
 - A. Highway Superintendent: Steve Dorr- Concerns with the Blanchard Road are being addressed.
 - B. Buildings & Grounds: James Jones- N/A

- C. Assessor: Kimberli Johnston- (see attached)
- D. Codes/Zoning: Richard Ingerson-N/A

11. Council Reports

- Councilwoman Zovistoski: Buildings and Grounds; Paynter Center will have an upcoming meeting at the end of the month. Cerow Park project moving along well, there will be a walk-through in the near future.
- Councilwoman Patchen: Purchasing, Personnel, Youth Commission, Cemeteries: N/A
- Councilman Knapp: Libraries; Chamber of Commerce; Arena Project- Absent.
- Councilman Heberling: TIERS; Joint Boards- Reported that the Murray Island project received approval to move forward, no concerns from the DEC. Pre-App received from Kevin Patchen with regards to construction on his property. Councilman Heberling discussed his work on the battery storage concerns as well as the PDD with several members of the Joint Boards.

12. Public: N/A

13. Adjournment:

Motion was made by Donna Patchen, seconded by Mary Zovistoski to adjourn at 5:34 PM. **Motion carried.**

Next Meeting: Wednesday December 31, 2020 at 8:00AM.