

There was a regular meeting of the Board of Trustees of the Village of Clayton on Monday July 26th, 2021 at 5:30 p.m.

PRESENT:

Norma Zimmer, Mayor
Nancy L. Hyde, Deputy Mayor/Trustee
Joe Chrisman, Trustee
John Buker, Trustee
Thomas Haynes, WWTP Supervisor, DANC
Joanne Lenhard-Boye, Village Clerk/Deputy Treasurer

ABSENT:

Jeremy Kellogg, Trustee
Kevin Patenaude, Chief of Police
Terry Jones, DPW Supervisor

Pledge of Allegiance/Call to Order:

Mayor Norma Zimmer led the Pledge of Allegiance and opened the meeting at 5:30 p.m.

VISITOR:

Ken and Melody Brabant – Asked Board’s permission to purchase additional play equipment for Lions Field. They have raised money to purchase a pirate ship themed playground in the past, which the kids have fully enjoyed. Now they would like to raise the money for a new wooden truck pulling a wooden trailer for the Lions Field. The Brabant’s informed the Board that they would maintain this new play equipment feature just like they have maintained the pirate ship. The Board thought this was a wonderful idea and gave them permission to move forward with this.

POLICE:

Kevin Patenaude, Chief of Police

1. Activity Report submitted for this meeting. This report is filed at the Village Clerks office

DPW:

Terry Jones, DPW Superintendent

1. Activity Report was presented to the Board. This report is filed at the Village Clerks office

WATER/WASTEWATER:

Thomas Haynes, WWTP Supervisor – DANC

1. Monthly report – Thomas presented his report to the Board. This report is filed at the Village Clerks office.
2. Discussion on Water/Sewer accounts 536-0 & 1242-0 – After discussing the issues with these two accounts with the Board. The Board decided that the accounts remain as is.
Trustee Buker made **MOTION** to keep account 536-0 water/sewer bill as is, Trustee Chrisman seconded, all in favor motion carried.
Trustee Buker made **MOTION** to keep account 1242-0 water/sewer bill as is, Trustee Hyde seconded, all in favor motion carried.
3. DANC Agreement for FEMA project – The Board discussed this agreement which concerned them that not to exceed \$25k may duplicate the efforts of Barton & Loguidice, the firm that engineers the project. Mayor Zimmer informed the Board that Barton &

Loguidice does not provide the service of overseeing the accounting associated with the FEMA project. The Board decided to take a roll call vote which resulted in a 3 to 1 vote.

Mayor Zimmer	yes
Deputy Mayor Hyde	yes
Trustee Buker	yes
Trustee Chrisman	no

DANC Agreement for FEMA project was approved.

4. Thomas submitted the ad for the conduit bid. The Board all approved to move forward with the bid.

CONSENT AGENDA:

1. DRAFT Meeting Minutes July, 12th, 2021
2. Payroll (P/R #2) 5/27/2021 to 06/09/2021 \$33,357.04
3. Teamsters Health Insurance - August 2021 \$13,551.71
4. Abstract – 07/26/2021 \$83,407.86

General Fund	\$ 62,435.37
Water Fund	\$ 1,319.42
Sewer Fund	\$ 19,653.07

Trustee Chrisman made the **MOTION** to approve the consent agenda 1-4 as presented. Trustee Kellogg seconded, all in favor; motion carried.

5. CAPITAL PROJECTS:

<i>CAPITAL PROJECT</i>	<i>INVOICE #</i>	<i>AMOUNT</i>
<i>029-HISTORIC DIST PROJ</i>	<i>TOTAL</i>	<i>\$480.00</i>
<i>Riverside Media</i>	<i>6031/6030</i>	<i>\$480.00</i>
<i>031-WWTP SEWER IMPROVMENTS</i>	<i>TOTAL</i>	<i>\$144.50</i>
<i>Barclay Damon- Prof services thru June 2021</i>	<i>5130197</i>	<i>\$144.50</i>
<i>033-REDI WWTP</i>	<i>TOTAL</i>	<i>\$4766.75</i>
<i>Barton & Loguidice Services thru June 26th, 2021</i>	<i>118505</i>	<i>\$4,766.75</i>

Trustee Hyde made the **MOTION** to approve the capital projects agenda item #5 as presented. Trustee Kellogg seconded, all in favor; motion carried.

OLD BUSINESS:

1. Flag policy – Trustee Hyde made **MOTION** to approve the revised Flag policy, Trustee Chrisman seconded, all were in favor, motion carried.
2. Resolution 2020-13 – Library acting independently.

RESOLUTION NO. 2020-13

VILLAGE OF CLAYTON REQUESTS THE HAWN MEMORIAL LIBRARY TO ACT INDEPENDENTLY TO APPROVE AND PAY FOR ALL FINANCIAL ITEMS ON THERE OWN.

WHEREAS, a request has been made by the Village of Clayton to the Hawn Memorial Library to act independently from the Village of Clayton (the “Village”) to audit, approve

payment of bills, process payroll and Civil Service Reporting on the Library employees; also reporting on NYS retirement.

WHEREAS, Village is in support of the request of Library handling its own auditing, approval of payment of bills, processing of payroll and Civil Service Reporting; and reporting on NYS retirement.

NOW, THEREFORE, BE IT

RESOLVED, that the foregoing recitations are incorporated herein and made a part hereof as if fully set forth hereafter; be it further

RESOLVED, that the Board of Trustees of the Village of Clayton approves Hawn Memorial Library to audit, approve payment of bills, process payroll and Civil Service Reporting on the Library employees; and be it further

RESOLVED, the Village of Clayton will continue to own the building that houses the Hawn Memorial Library and will continue with the maintenance of such building; and will be responsible for the service and upkeep of the building where the library conducts business in; be it further

RESOLVED, that this resolution shall take effect immediately.

The question of the adoption of the foregoing resolution was duly put to a vote, and upon roll call, the vote was as follows:

Norma J. Zimmer, Mayor	yes
Nancy Hyde, Deputy Mayor	yes
John Buker, Trustee	yes
Jeremy Kellogg, Trustee	absent
Joe Chrisman, Trustee	yes

The foregoing resolution was thereupon declared duly adopted.

CLERK:

1. Tiffany Lad resignation on June 14th, 2021 – The Board accepted the resignation of Tiffany Lad on June 14th, 2021.
2. Alicia Dewey resignation June 17th, 2021 – The Board accepted the resignation of Alicia Dewey on June 17th, 2021.
3. NYCOM Fall Training (one week) – The Board approved for Joanne Lenhard-Boye, Village Clerk to go to the NYCOM Fall Training starting September 20th, to September 24th, 2021 held in Saratoga Springs NY.

MAYOR:

1. There are two financial audits that have been completed. The State Comptroller's audit and the regular annual audit. These will become public knowledge as soon as the full process is completed.

ADJOURNMENT:

Trustee Buker presented a **MOTION** to adjourn the meeting at 6:55p.m. Trustee Hyde seconded; all in favor motion was carried.

Respectfully,

Joanne Lenhard-Boye, Village Clerk/Deputy Treasurer