

There was a regular meeting of the Board of Trustees of the Village of Clayton on Monday August 25th, 2025, at 5:00 p.m.

PRESENT:

Nancy L. Hyde, Mayor
Robert McDowell, Trustee
Michael Kinnie, Trustee
Ron Duford, Trustee
Robert Riddoch, Trustee
Jeffrey Mosher, WWTP Supervisor
Dave Wilder, Zoning Officer
Amanda Cantwell, Treasurer/Deputy Clerk

Pledge of Allegiance/Call to Order:

Mayor Hyde led the Pledge of Allegiance and opened the regular meeting at 5:00 p.m.

WATER/WASTEWATER:

Jeffrey Mosher, WWTP Supervisor, DANC

1. **Monthly Report** - was discussed with the board. This report has been filed at the Village Clerk's Office.

ZONING MONTHLY REPORT:

Dave Wilder, Zoning Officer

1. **Monthly Report** – was presented to the board. This report has been filed at the Village Clerk's office.

VISTIORS:

1. **David Powers – Barton & Loguidice**

David updated the Board on the progress of the Water Main & Intake project. Bids for the water intake pipe are due August 28, 2025, with the stipulation that all in-water work will be completed by the end of 2025. Bids for the side street Water Mains will be due September 19, 2025, with the stipulation that the water mains on John Street between Hugunin and Jane Street will be completed by the end of 2025.

DPW REPORT:

Terry Jones, DPW Supervisor

1. **Activity Report** – was discussed with the board. This report has been filed at the Village Clerk's Office.

POLICE REPORT:

Kevin Patenaude, Chief of Police

1. **Activity Report** – was submitted to the board. This report has been filed at the Village Clerk's Office.

CONSENT AGENDA:

1. DRAFT Meeting Minutes August 11th, 2025	
2. Payroll (P/R #6) 07/31/2025 to 08/13/2025	\$ 53,895.42
3. Prepaid Abstract	\$ 959.50
4. Abstract - 08/25/2025	
General Fund	\$ 14,547.86
Water Fund	\$ 6,700.78
Sewer Fund	\$ 15,815.03
Total	\$ 37,063.67

MOTION was made by Trustee McDowell to approve consent agenda items #1-4, Trustee Riddoch seconded, all in favor motion carried.

TREASURER:

1. **July 2025 Financials** – July 2025 Financials – Bank Reconciliation, Cash Summary, Budget vs. Actual

MOTION was made by Trustee Kinnie to approve the July 2025 financial reports; Trustee McDowell seconded, all in favor motion carried.

CLERK:

1. **Municipal Solutions Contract 2025-2026**

MOTION was made by Trustee Duford to approve the Municipal Solutions Contract for FYE 2026; Trustee Riddoch seconded, all in favor motion carried.

2. **Crossing Guards**

Requested Board's approval to hire James Flanders, Clyde Garnsey, Michael Doyle & Michael Ascough as Crossing Guards; start date Sept 4th, @ \$18.00 /hr.

MOTION was made by Trustee Riddoch to approve to hire crossing guards listed above; Trustee Kinnie seconded, all in favor motion carried.

MAYOR:

1. The Mayor mentioned how busy the Village is. June business was low due to weather, July and August have been extremely busy. The Mayor and the Board will re-visit traffic patterns in the fall to mitigate traffic congestion.
2. The Mayor announced that the Tourism Council is holding a marketing event at the Harbor Hotel on September 22nd. All members of the Board are invited to attend.
3. Also discussed was the status of short-term rentals; the occupancy tax will go into effect September 22nd. Further research is needed to determine the Village's responsibilities.

BOARD COMMENT:

Trustee Kinnie raised a concern regarding the "circle park" and people driving the wrong way. He requested a larger sign be placed at the Mary Street entrance near the Municipal Building.

ADJOURNMENT:

MOTION made by Trustee Kinnie to adjourn meeting at 6:04 pm; Trustee McDowell seconded all in favor motion carried.

Respectfully

Amanda Cantwell, Village Treasurer/Deputy Clerk