

There was a regular meeting of the Board of Trustees of the Village of Clayton on Tuesday September 23<sup>rd</sup>, 2025, at 5:00 p.m.

**PRESENT:**

Nancy L. Hyde, Mayor  
Robert McDowell, Trustee  
Michael Kinnie, Trustee  
Ron Duford, Trustee  
Robert Riddoch, Trustee  
Dave Wilder, Zoning Officer  
Joanne Lenhard-Boye, Clerk

**Pledge of Allegiance/Call to Order:**

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

**VISITORS:**

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

David provided the Board with an update regarding the Water Main & Intake project. On September 19, 2025, at 2:00 PM, bids for Contract No. 2—Pipeline Construction were opened, with Manfred Construction submitting the lowest bid of \$5,206,266.

**MOTION** made by Trustee Kinnie to award the base bid for contract No. 2 for the Water Main & Intake Project to Manfred Construction for the amount of \$5,206,266.00; Trustee Duford seconded the motion, all were in favor motion carried.

**DPW REPORT:**

*Terry Jones, DPW Supervisor*

1. **Activity Report** – was submitted to the board. This report has been filed at the Village Clerk's Office. Paving and sidewalks will begin soon.

**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.

**ZONING:**

*Dave Wilder, Zoning Officer*

1. **Monthly Report** – Dave thoroughly went over his report with the Board. This report is filed at the Village clerk's office.

2. **Amending Code 132.22** – Dave suggested the possibility of adding a penalty charge for abandoned vehicles under village code law 132.22. Previous attempts to address the issue through complaint letters have not yielded significant results. A financial penalty may improve compliance with regulations. Dave will prepare a proposal for consideration at the next board meeting.

**CONSENT AGENDA:**

1. DRAFT Meeting Minutes September 8<sup>th</sup>, 2025
2. Payroll (P/R #8) 08/28/2025 to 09/10/2025 \$ 51,017.28
3. Quarterly Payroll #2 09/03/2025 \$ 6,291.88
4. Abstract -09/23/2025

General Fund	\$ 18,015.91
Water Fund	\$ 17,885.66
Sewer Fund	\$ 21,024.67
<b>Total</b>	<b>\$ 56,926.24</b>

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

**5. Capital Projects Abstract 09/23/2025** **\$ 162,722.07**

**MOTION** was made by Trustee McDowell to approve consent agenda items #5, Trustee Kinnie seconded, all in favor motion carried.

**NEW BUSINESS:**

**1. Town's propane and fuel bids for 2025-2026**

**MOTION** was made by Trustee McDowell to accept the fuel bid from Mirabito who came in at \$2.764 and Propane bid to Superior coming in at \$1.299; Trustee Riddoch seconded the motion, all in favor motion carried.

**TREASURER REPORT:**

*Amanda Cantwell, Treasurer*

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

**MOTION** was made by Trustee Riddoch approving the August 2025 financials; Trustee Duford seconded, all in favor motion carried.

**MAYOR:**

1. The Mayor reported to the board that she has been in contact with legislators about Scooters and E-bikes, noting the absence of current state laws regulating these vehicles. Legislators are aware of the situation and are reviewing it. The Mayor will continue to collaborate with legislation on these matters.

2. The Mayor announced the Antique and Classic Boat Society's annual meeting and boat show was a huge success.

3. Lions Field Building is up and ready for plumbing.

4. Annual Report has been submitted.

**BOARD REPORTS/COMMENTS:**

**Trustee McDowell** reported that the Chamber of Commerce has finalized its budget and announced a surplus. The Chamber is also discussing to have the Balloon Festival every year or every other year. The Pumpkin Chunkin will be on October 24<sup>th</sup>.

**Trustee Kinnie** announced to the board that he is regretfully resigning from the board by the end of this year.

**Trustee Riddoch** reported that at the September 17th library meeting, it was announced that Laura Orvis, Director of Hawn Memorial, received the North Country Library Director of the Year award for her impactful contributions, including transforming the library into a community hub.

**Trustee Duford** recommended that the board arrange a workshop meeting to address the construction of garages being utilized as living spaces. Additionally, Jefferson County will launch a website to assist communities in regulating Short Term Rentals.

**PUBLIC COMMENTS:**

**Neil Fuller**, a resident of the Village of Clayton, attended the meeting to request that the board consider eliminating moorings in front of French Bay. He remarked on the increasing congestion in the area, noting that barges as long as 50 to 100 feet are attached to these moorings, and some moorings have multiple barges secured to them.

**Trustee McDowell** reported receiving correspondence from David Natali, who also expressed concerns regarding the moorings. He further noted that the Village ordinance permits only one barge per mooring and recommended that this regulation be strictly enforced.

Pumkin-chunkin is on October 18<sup>th</sup>, 2025.

**Mayor Hyde** stated that this topic requires further discussion with the board. She also reminded the public that water is a shared resource and noted that the Local Waterfront Revitalization Plan is currently being revised to provide clearer guidance on waterfront policies.

**ADJOURNMENT:**

**MOTION** made by Trustee McDowell to adjourn meeting at 6:25pm; Trustee Kinnie seconded all in favor motion carried.

Respectfully,

Joanne Lenhard-Boye, Village Clerk