

There was a regular meeting of the Board of Trustees of the Village of Clayton on Monday November 10th, 2025, at 5:00 p.m.

PRESENT:

Nancy L. Hyde, Mayor
Robert McDowell, Trustee
Michael Kinnie, Trustee
Ron Duford, Trustee
Amanda Cantewell, Village Treasurer
Joanne Lenhard-Boye, Clerk

ABSENT:

Robert Riddoch, Trustee
Terry Jones, DPW Supervisor

Pledge of Allegiance/Call to Order:

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

REQUEST TO BE ON AGENDA

1. **Deanna Henry, representing Rotary of Clayton**, presented plans for the December 7th, 2025 Santa event. She requested approval to close a block on Riverside Drive for expected pedestrian traffic and to play Christmas music over the speaker system. Santa will arrive by boat at the marina and disembark at the village docks, with food and hot chocolate offered at Frink Park. Most activities, including visits with Santa and gift-giving, will be held at the Clayton Opera House. The board approved all requests and expressed enthusiasm for the event.

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.
2. **Contractor Approval Request** – **MOTION** made by Trustee Kinnie to approve Clayton Sand & Gravel as a Village Contractor, Trustee Duford seconded; all in favor motion carried

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:

- | | |
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| 1. DRAFT Meeting Minutes October 27 th , 2025 | |
| 2. Payroll (P/R #11 10/09/2025 to 10/22/2025 | \$ 47,404.87 |
| 3. Abstract -11/10/2025 | |
| General Fund | \$ 114,039.48 |
| Water Fund | \$ 2,070.23 |
| Sewer Fund | \$ 11,013.89 |
| Total | \$ 127,123.60 |

MOTION was made by Trustee McDowell to approve consent agenda items #1-3, Trustee Kinnie seconded; all in favor motion carried.

4. Capital Projects Abstract 11/10/2025

\$ 59,625.99

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

CLERK:

1. **2026 Clayton Chamber of Commerce events - MOTION** made by Trustee Duford to approve Chamber of Commerce 2026 Events, Trustee Kinnie seconded; all in favor motion carried

2. **2025 Unpaid Tax Certification - MOTION** made by Trustee McDowell to approve the 2025 Unpaid Tax Certification in the amount of \$59,828.06; Trustee Kinnie seconded, all in favor motion carried.

TREASURER REPORT:

1. **September 2025 Financials** – **MOTION** made by Trustee McDowell to accept the following reports from September financials; Bank Reconciliation, Cash Summary, Budget vs. Actual; Trustee Kinnie seconded all in favor motion carried

2. **Board approval for upgraded accounting system AccuFund, and new system Symco for a new payroll software.**

MOTION made by Trustee Kinnie to approve upgraded accounting system with AccuFund, and a new payroll system by Symco; Trustee Duford seconded all in favor motion carried.

MAYOR:

1. **No Parking Snow Emergency/Plowing** - Mayor Hyde proposed stricter enforcement of street parking between 2:00 am and 6:00 am from November 1st to April 1st. The board considered implementing graduated fines and towing for repeat violations. Further discussion is needed with the village attorney to amend current code.

2. Mayor Hyde announced that Trustee Michael Kinnie had submitted his resignation letter and will leave his position on December 1, 2025. The mayor expressed gratitude to Trustee Kinnie, especially for his contributions to the Climate Smart Committee.

ADJOURNMENT:

MOTION made by Trustee Kinnie to adjourn meeting at 5:36pm; Trustee McDowell seconded all in favor motion carried.

Respectfully,
Joanne Lenhard-Boye, Clerk