

There was a regular meeting of the Board of Trustees of the Village of Clayton on Monday November 24<sup>th</sup>, 2025, at 5:00 p.m.

**PRESENT:**

Nancy L. Hyde, Mayor  
Robert McDowell, Trustee  
Ron Duford, Trustee  
Robert Riddoch, Trustee  
Joanne Lenhard-Boye, Clerk

**ABSENT:**

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.

**VISITORS:**

Dave Powers, Engineer Barton & Loguidice

1. **Amendment No. 4** increase Engineering Agreement \$29,000.00

**MOTION** made by Trustee Riddoch to approve the increase to B&L engineering agreement, seconded by Trustee Duford, all in favor motion carried

2. **2025-11 Resolution** Emergency Declaration Water Main/French Creek Bridge Crossing

**MOTION** made by Trustee Riddoch to approve Resolution 2025-11, seconded by Trustee McDowell all in favor motion carried

**RESOLUTION NO. 2025-11  
EMERGENCY DECLARATION WATER MAIN/  
FRENCH CREEK BRIDGE CROSSING**

**WHEREAS**, The Village of Clayton owns and operates a water system providing abundant potable water to residents in the Village; and

**WHEREAS**, a single ten (10) inch ductile iron water main transports water across French Creek via the bridge to a large portion of the Village of Clayton (the “Water Main”); and

**WHEREAS**, the Water Main serves as the sole pipe serving a majority of the Village’s water supply; and

**WHEREAS**, during July 4, 2025 a catastrophic failure of the Water Main occurred and which disrupted the Village’s public water supply; and

**WHEREAS**, temporary repairs were then made to the Water Main and water service was restored; and

**WHEREAS**, the Village Department of Public Works, Village Engineers, and Water Systems operators (DANC) have conducted a thorough condition assessment of the Water Main and determined that the pipe is at severe risk of imminent catastrophic failure, especially given the upcoming winter season of 2025-2026; and

**WHEREAS**, Village Board Trustees have familiarized themselves with the matter and agree with the assessment by those experts; and

**WHEREAS**, the Village Board finds that the condition of the Water Main is far worse than anticipated and its likelihood of failure this winter will impact the use of public buildings and put at risk the life, health and safety of municipal residents and require immediate action that cannot wait to proceed with competitive bidding requirements; and

**WHEREAS**, the Village Board is prepared to proceed as authorized by NY General Municipal Law §103(4).

**NOW, THEREFORE, BE IT RESOLVED**, by the Village Board for the Village of Clayton, New York as follows:

1. The foregoing recitations are incorporated herein and made a part hereof as if set forth herein.
2. The condition assessment has revealed that the Water Main is at severe risk of imminent catastrophic failure, and the Village Board considers this to be a public emergency.
3. The Village Mayor, Village Engineers, and Village DPW are hereby authorized to forego compliance with the competitive bidding requirements under General Municipal Law §103 in order to protect Village property and the health, safety and welfare of Village residents and to use best efforts to obtain materials, construct and install such infrastructure with appropriate equipment and labor as is reasonably necessary to abate the emergency and to ensure abundant potable water will be supplied.

4. This Resolution shall take effect immediately.

The foregoing Resolution was offered by Board Member Trustee Riddoch, and seconded by Board Member, Trustee McDowell, and upon roll call vote of the Board was duly adopted as follows:

Nancy L. Hyde, Mayor	Yes
Robert McDowell	Yes
Ron Duford	Yes
Robert Riddoch	Yes
Michael Kinnie	ABSENT

3. **Water Main Intake Project change order No. 1** – This change order increased the project budget by \$103,775.00. Dave Powers explained to the board that this increase was due to the length of drilling that was needed.

**MOTION** was made by Trustee McDowell to approve change order No. 1, seconded by Trustee Riddoch all in favor motion carried

4. **Pay App No. 1 D.C. Building Systems, Inc.** – Dave Powers explained that this went along with the change order No 1, and that approving this change order would allow B&L administration to submit to EFC for reimbursement of \$895,945.00.

**MOTION** was made by Trustee McDowell to approve the mayor to sign Pay App No. 1, seconded by Trustee Riddoch all in favor motion carried.

5. **Handweaving Museum & Arts Center – Hold Harmless Agreement –**  
**MOTION** made by Trustee Duford, Trustee McDowell seconded; all in favor motion carried

6. **Handweaving Museum & Arts Center – Temporary Public Water Easement**  
**MOTION** made by Trustee Duford, Trustee McDowell seconded; all in favor motion carried

**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.

**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.

**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.

**CONSENT AGENDA:**

- |   |                      |
|---|----------------------|
| 1. DRAFT Meeting Minutes November 10 <sup>th</sup> , 2025 |                      |
| 2. Payroll (P/R #12 10/23/2025 to 11/05/2025)             | \$ 46,191.40         |
| 3. Abstract -11/24/2025                                   |                      |
| General Fund  | \$ 101,999.30        |
| Water Fund  | \$ 16,788.45         |
| Sewer Fund  | \$ 39,083.50         |
| <b>Total</b>  | <b>\$ 157,871.25</b> |

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

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|---|-------------|
| 4. Capital Projects Abstract 11/24/2025 | \$ 5,069.75 |
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**MOTION** was made by Trustee McDowell to approve consent agenda items #4, Trustee Duford seconded, all in favor motion carried.

**TREASURER REPORT:**

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

2. **Approve Amanda Cantwell Village Treasurer to sign lease documentation** for the Street Sweeper for the Village.  
MOTION made by Trustee Duford, seconded by Trustee McDowell; all in favor motion carried

**MAYOR:**

1. Mike Ascough has successfully completed all required coursework and is now officially certified in Codes.

2. Tree lighting is December 4<sup>th</sup>, 2025 at 6pm

**BOARD REPORTS:**

1. Trustee McDowell informed the board that the Irish festival and parade are scheduled for Saturday, March 14<sup>th</sup>, 2026, in Clayton.

2. Trustee Riddoch mentioned the library will have their holiday party on December 10<sup>th</sup>, 2025 from 1 to 3pm

**ADJOURNMENT:**

MOTION made by Trustee McDowell to adjourn meeting at 5:40pm; Trustee Riddoch seconded all in favor motion carried.

Respectfully,  
Joanne Lenhard-Boye, Clerk