

There was a public hearing, and regular meeting of the Board of Trustees of the Village of Clayton on Monday April 13<sup>th</sup>, 2026 at 5:00 p.m.

**PRESENT:**

Nancy L. Hyde, Mayor  
Ron Duford, Deputy Mayor  
Robert McDowell, Trustee  
Robert Riddoch, Trustee  
Meredith Bonisteel Nims, Trustee  
Terry Jones, DPW Superintendent  
Joanne Lenhard-Boye, Clerk  
Amanda Cantwell, Treasurer

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

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

***Public Hearing (5:00 p.m.)***

The Public Hearing was called to order at 5:00 p.m. by Mayor Hyde. Two main items were presented for public input:

1. **VOC Tentative Budget 2026-2027** – No public comments were received regarding the proposed tentative budget for the 2026-2027 fiscal year.
2. **Local Law #4 of 2026 – Tax Levy Limit Override** - No public comments were offered concerning the proposed local law to override the tax levy limit for 2026.

***Closure of Public Hearing and Commencement of Joint Meeting***

Since there was no public feedback provided regarding either Public Hearing agenda items, Mayor Hyde asked for a motion to officially close the Public Hearing and transition to the Joint Meeting.

**MOTION** made by Trustee McDowell to close the public hearing at 5:05 p.m. and open the Joint Meeting. Trustee Riddoch seconded the motion. All members were in favor, and the motion carried.

The minutes of the Joint Meeting are documented separately.

***Adjournment of Joint Meeting and Opening of Regular Meeting***

The Joint Meeting was adjourned at 6:00 p.m., after which Mayor Hyde called the Regular Meeting to order at 6:01 p.m.

**VISITORS:**

**David Powers – Barton & Loguidice**

1. **Change Order No. 1** – David Powers provided an overview of Change Order No. 1 for the Water Main Project and addressed board inquiries. The change order from Manfred

construction increases the project cost by \$759,038.00, resulting in a new total project amount of \$5,965,304.00. The cost increase is attributed to unforeseen site conditions and additional materials required, as explained by Mr. Powers.

**MOTION** proposed by Trustee McDowell to approve Change Order No. 1; seconded by Trustee Bonisteel Nims; all in favor motion carried.

**2. Pay Application No. 1 – Manfred Construction, Inc., Contract No. 2**

David Powers presented an overview of Pay Application No. 1 for Manfred Construction, Inc., Contract No. 2, in the amount of \$1,033,344.99. During the meeting, Mr. Powers addressed questions from the board regarding the details of the pay application. After discussion among board members, consideration was given to the approval of this application.

**MOTION** made by Trustee Riddoch to authorize Pay Application No. 1 from Manfred Construction, Inc., Contract No. 2 for the Water Main Project totaling \$1,033,344.99. Trustee Duford seconded the motion. The board unanimously approved the motion.

**DPW REPORT:**

*Terry Jones, DPW Supervisor*

1. **Activity Report** – The board received the activity report, which has been duly filed at the Village Clerk’s Office.

2. **MSHA Training** – Terry advised the board regarding MSHA Training and requested their formal approval.

**MOTION:** Trustee McDowell moved to approve DPW department training; Trustee Riddoch seconded. The motion passed unanimously.

3. **Municipal Building Roof** – Terry updated the board that one of three requested roof quotes has been received. He will present all quotes for review once the remaining responses are obtained.

**POLICE REPORT:**

*Kevin Patenaude, Chief of Police*

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

**CONSENT AGENDA:**

1. DRAFT Meeting Minutes March 23 <sup>rd</sup> , 2026	
2. Payroll (P/R #22) 03/12/2026 to 03/25/2026	\$ 46,061.16
3. Teamsters Health & Hospital April 2026	\$ 20,965.72
4. Pre-Pay Abstract 04/09/2026	\$ 30,002.38
5. Abstract -04/13/2026	
General Fund	\$ 24,013.49
Water Fund	\$ 7,024.42
Sewer Fund	\$ 28,798.84
<b>Abstract Total</b>	<b>\$ 59,836.75</b>

**MOTION** was made by Trustee McDowell to approve consent agenda items #1-5, Trustee Bonisteel Nims seconded; all in favor motion carried.

6. Capital Projects Abstract 04/13/2026 \$ 6,242.65

**MOTION** was made by Trustee McDowell to approve consent agenda item #6, Trustee Riddoch seconded, all in favor motion carried.

**NEW BUSINESS:**

1. **Resolution 2026-06** – Local Law #4 Override Tax Levy  
**RESOLUTION #2026-06**

**Local Law No. 4 Override Tax levy limit for Fiscal Year 2026-2027** The foregoing Resolution no. 2026-06 was offered by Trustee McDowell and seconded by Trustee Riddoch.

**WHEREAS**, Local Law No. 4 of the year 2026, a local law to override the tax levy limit established in General Municipal Law §3-c; and

**WHEREAS**, notice of the Public Hearing was duly published in the official newspaper for the Village of Clayton as required by law, and

**WHEREAS**, on April 13<sup>th</sup>, 2026, at 5:00 p.m., a Public Hearing was duly held at the Municipal Building at 425 Mary Street, Clayton, New York, and all persons interested in the subject of Local Law No. 4 of the year 2026 were provided an opportunity to be heard.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Trustees of the Village of Clayton that Local Law No. 4 of the year 2026, a local law to override the tax levy limit established in General Municipal Law §3-c, is hereby deemed adopted and approved, effective upon filing with the Department of State as required by the provisions of the Municipal Home Rule Law.

The Clerk is hereby directed to file a certified copy of Local Law No. 4 of the year 2026 with the Office of the Secretary of State as required by Section 27 of the Municipal Home Rule Law.

Upon a roll call vote of the Board of Trustees was duly adopted as follows:

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

	<u>Aye</u>	<u>Nay</u>
Mayor, Hyde	x	___
Deputy Mayor, Duford	x	___
Trustee, Riddoch	x	___
Trustee, McDowell	x	___
Trustee, Bonisteel Nims	x	___

The resolution was thereupon declared duly adopted

**Resolution 2026-07** – Adoption of the **FYE 2026-2027** VOC Budget

Prior to finalizing the budget resolution, the board approved several modifications:

- The tax rate was adjusted from 5.726705 to 5.730872.
- Water/Sewer budget line item GG.5999.000.000 increased from \$14,422 to \$22,804.00.
- Water/Sewer budget line item GG8130.406.000 increased from \$53,553 to \$61,935.

Following approval of these amendments, the board proceeded with the adoption of the budget resolution as outlined below.

**RESOLUTION 2026-07**

**To Adopt the FYE 2026-2027 Village of Clayton Budget**

At a regular meeting of the Board of Trustees of the Village of Clayton, held at the Village Municipal Building, 425 Mary Street, Clayton, New York, on the 13<sup>th</sup> day of April, 2026, at 5:00p.m.

The foregoing Resolution was offered by Deputy Mayor Duford, and seconded by Trustee McDowell, and upon a roll call vote of the Board the following votes were:

**WHEREAS**, a public hearing on the Village of Clayton Tentative Budget was held on April, 13<sup>th</sup>, 2026 at 5:00 pm., and all parties. in attendance were permitted an opportunity to speak on the proposed 2026-2027 Village of Clayton Fiscal Tentative Budget; and Pursuant to Section 5-508 of the Village Law, State of New York, the salaries for the following Village Board members are specified in said Tentative Budget of maximum compensation for the Mayor \$6,500 per annum, for Deputy Mayor of \$575 per annum and a total for all Trustees of \$14,000 per annum

**NOW, THEREFORE, BE IT RESOLVED**, that in pursuant to Section 5-508 of the Village Law, the Village Board of the Village of Clayton hereby:

**ADOPTS THE 2026-2027 FISCAL BUDGET**, as the Budget for the Village of Clayton Fiscal year 2026-2027; and

**BE IT FURTHER RESOLVED**, that the Village Clerk is hereby directed to file the Annual Budget for the Fiscal year 2026-2027 with approved adjustments posted and prepare and certify duplicate copies of said annual budget hereby adopted.

**BE IT FURTHER RESOLVED**, that the Village Treasurer is directed to present the certified copies of the FISCAL Year 2026-2027 Budget to Jefferson County, as required by law.

	Yes	No
Mayor, Nancy Hyde	x	_____
Deputy Mayor, Ronald Duford	x	_____
Trustee, Robert Riddoch	x	_____
Trustee, Robert McDowell	x	_____
Trustee, Bonisteel Nims	x	_____

The foregoing resolution was thereupon declared duly adopted.

2. **Resolution 2026-08** – NBRC Grant Application  
**RESOLUTION 2026-08**

**Northern Border Regional Commission grant application and funding**

A Resolution authorizing that Nancy Hyde, who is the Mayor of the Village of Clayton, is empowered to act on behalf of Village of Clayton as the Authorized Official regarding the Northern Border Regional Commission grant application and funding. Resolved by the Village of Clayton as follows:

**WHEREAS**, the Village of Clayton is applying for up to \$1,000,000 in NBRC funding in 2026 and

**WHEREAS** the Village of Clayton is applying to NBRC to fund the infrastructure to support the Village of Clayton Essential Housing Project.

Upon a roll call vote of the Board of Trustees was duly adopted as follows:

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

	<u>Aye</u>	<u>Nay</u>
Mayor, Hyde	x	___
Deputy Mayor, Duford	x	___
Trustee, Riddoch	x	___
Trustee, McDowell	x	___
Trustee, Bonisteel Nims	x	___

The resolution was thereupon declared duly adopted

**MAYOR:**

1. **Parking Ticket Fees** – The Mayor requested the board to vote on the revised amount for parking ticket fees. Following deliberation, the board approved an increase from \$15.00 to \$35.00. This adjustment applies exclusively to parking tickets and does not affect meter ticket fees.

**MOTION** made by Trustee Riddoch to approve the new parking ticket fee as stated above; Trustee McDowell seconded, all in favor motion carried.

2. **Boat Trailer Parking** – The Mayor reported a constructive discussion with the Director of the Antique Boat Museum and Village Chief of Police, Kevin Patenaude concerning boat trailer parking. Efforts are underway to identify additional parking solutions.

**ADJOURNMENT:**

**MOTION** made by Trustee McDowell to adjourn meeting at 6:55 pm; Trustee Riddoch seconded all in favor motion carried.

Respectfully,  
Joanne Lenhard-Boye, Clerk