

**VILLAGE OF CANTON and TOWN OF CANTON BOARD MEETING
JOINT BOARD MEETING
March 19, 2018**

Village Board Present:

Michael Dalton, Mayor
Klaus Proemm, Trustee

Carol Pynchon, Trustee
Sean O'Brien, Trustee

Others Present:

Sally Noble, Village Clerk/Treasurer
Leigh Rodriguez, Econ. Developer

Gerry Ducharme, Village Attorney
Cara Adams, Deputy Clerk

Town Board Present:

Mary Ann Ashley, Supervisor
Timothy Danehy Councilperson
Bob Washo, Councilperson

Phil LaMarche, Councilperson
Jim Smith, Councilperson

Mayor Dalton opened the Joint Board Meeting at 5:30pm.

1. **Written Agreements-** Mayor Dalton discussed the agreements that the Town and Village Share.
 - i. Court
 - ii. Assessor
 - iii. Code
 - iv. Website
 - v. Economic Development

Supervisor Ashley stated that the agreements have not been updated since 2015. Except the Memorandum of Understanding for the Economic Development which was updated in December 2016.

Mayor Dalton stated that the Economic Development does not have a sunset date. Economic Development Rodriguez does not have an issue with not having an end date.

Supervisor Ashley suggested to add a shared service agreement for the Municipal Building. The agreement has not been updated since 1996. She suggested to do a new one on who pays for what in the building. That would bring the number of agreements up to 6 or 7 agreements.

The following are on the Shared Service Committee:

Town Councilperson Bob Washo
Town Councilperson Tim Danehy
Village Trustee Carol Pynchon
Village Trustee Klaus Proemm

Councilperson Tim Danehy suggested a consolidated shared service agreement which would include all of the agreements in one. After discussion the Town and Village Board decided to look at the agreements and then decide.

Councilperson Washo suggested that some of the agreements might need to be looked at more often than other agreements.

Supervisor Ashley would like additional language in the agreements.

Trustee Pynchon is going to share the electronic files of the most current written agreements with the Boards.

After discussion the Town and Village Board's will look at all the agreements and then decide if they could be consolidated.

Mayor Dalton and Supervisor Ashley have not had a time to sit down to discuss the additional language. Supervisor Ashley suggested that the Committee look long term and multi-year and take into consideration possible retirements and employee situations and try add additional language regarding these situations.

2. **Shared Committees-** Supervisor Ashley stated that they need defined roles Shared Committee. The roles need to be in writing and when there is change the roles can be pulled out.

Trustee Pynchon stated that they need to look at the role of the Shared Committee and look at the separate committees. Examples being Recreation Committee, Economic Development Committee, Communication/Technology Committee.

Supervisor Ashley asked if the Code should be a separate committee or would it be under Shared Service Committee? What is the role of the Shared Service Committee? Councilperson Washo said it is a catch all the shared services.

Trustee Pynchon stated it makes sense to have a separate committee and it would be too much for the Shared Services to do it all.

Councilperson Smith suggested removing the Shared Service Committee and just do the Committees as an individual and have the Joint Village/Town Meetings as the Shared Service Committee. It would remove a layer.

Trustee Pynchon gave a report on the following committees:

Communication/Technology Committee- Trustee Pynchon stated that Committee is working on the website management and how it is going to be managed. The Committee Trustee O'Brien, Trustee Pynchon, Councilperson Danehy and Councilperson Washo. The Committee recommendation that the basic responsibility of the Clerk Office's, as part of the function of their jobs is to post minutes, agendas, legal notices, public hearings and calendar events. They are continuing to work on the ongoing maintenance. They are exploring a unified system of sharing files with the Town and Village. They hope to have a recommendation and be able to pilot for the April meetings. The Committee is working with Clerk Noble on changing all of the e-mail addresses to end with cantonny.gov, to match the website.

Comprehensive Plan Committee- Trustee Pynchon stated that there will be a meeting on Thursday, March 22, 2018 with County Administrator Ruth Doyle, Legislator Dan Fay, our consultant, Mayor Dalton and Supervisor Ashley to discuss general questions.

Councilperson Smith suggested that Legislator Acres and Legislator Lightfoot be invited to the meeting.

Monthly Comp Plan Meeting will be held on March 28, 2018 at 7:00pm.

3. **Waterfront Plan-** Councilperson Lamarche updated stating that they have worked through the Final Draft and included public comments.

Economic Development Rodriguez stated that all of the changes have been made and it has been out for a final look. It is written in a way that it can support future changes. The Department of State is reviewing. Once the review is completed, then it will go before both the Town and Village Boards.

Economic Development Rodriguez informed the Board that there is one grant that will terminate at the end of April but they are going to request an extension. Projects are moving on. Having trouble with scheduling dates in a timely fashion with committees, school breaks and consultants. The State was receptive to the extension on the Pyrites Boat Launch, Blueway Trail and Master Trail Plan.

Mayor Dalton asked about how much money was involved in that grant. Economic Development Rodriguez is getting ready to submit a reimbursement request and documenting volunteer and staff hours. It is a 50/50 match. We will only get as much what we can match. She is trying to get the exact amount for a budget amendment.

Councilperson Lamarche agreed with pushing back the Blueway Trail to get directional signage in the ground due to the weather. This will help with the match in the grant.

The initial term of the grant was 3 years with a 1-year extension. We might be able to get up to 5 years.

Councilperson Lamarche brought to the Boards attention that they need a Blueway Committee Member from the Village. The member has not been replaced since Trustee Stevenson left. The Board suggested Trustee Larrabee.

4. **CCRC-** Supervisor Ashley tabled the subject until the next joint meeting. She stated she wanted to do more research on the subject.

Trustee O'Brien asked Supervisor Ashley what the CCRC is. Supervisor Ashley stated that is the Canton Capital Resource Corporation. It was created to assist SUNY Canton in building the new dorms. They worked with the Canton College Foundation to bond \$30 million and it has been rebonded once. There was a Board of Directors, but it is down to one person that currently sits on the Board. Supervisor Ashley stated that more homework needs to be done.

Councilperson Washo stated that Grasse River Limited Liability Company holds the bond not the College Foundation.

Councilperson Lamarche stated that the foundation serves as a private entity and can do things that the College cannot. The CCRC is a private organization and can do things a municipality cannot.

Councilperson Smith brought up the concern that at the last minute when it was said it was done for the purpose of the dorms and now the members on the committee are saying that it is a conflict of interest now that everyone has resigned.

Paul Backus expressed concern that it has been three months. He stated that it is vehicle that it has made the town \$150,000 at zero expense. If you let it die you might not be able to rebuild it because the laws have changed. He stated that it is black and white. It would pay to keep it going and the bylaws are only 4 pages. Paul asked Supervisor Ashley is she was waiting for a lawyer?

Supervisor Ashley replied to Paul Backus stating that they are not saying it is not going to continue but it takes time. She has been told by two lawyers that the only obligation the Town has, is for the Supervisor to appoint three and the Town Board appoint two people to the Committee.

Councilperson Smith stated that it does not help with the election changes that everyone on the Board resigns. Then the red flags go up. He informed the Board to become a member they have to go through training.

Paul Backus is the only one left on the Board.

Paul Backus stated that the training was a 2.5-hour webinar.

Supervisor Ashley asked who facilitates this? She has a fundamental question that needs to be answered legally? Councilperson Smith stated that it depends on how the Board is set up. The Town Supervisor served as Chair. If there was a full Board he would not need to be.

Councilperson Danehy said that the corporation has the ability to serve as a local development corporation that gives it potential. He stated that they need to figure out what direction they want to go.

The Board agreed that there is value in the corporation.

Councilperson Lamarche he feels that they have an obligation to keep the Board going especially for the life of the bonds.

Councilperson Washo thinks part of the obligation is doing homework. He agreed with Councilperson Smith stating that the Board that was dominated by people with connection to SUNY Canton is now saying that is a conflict of interest to be associated with the corporation. He said that they would not be doing a good job if they did not seriously look into this before anyone confidently sits on the Board.

Councilperson Smith asked Economic Developer Rodriguez if she was familiar enough with a tool this could be for economic development. Economic Developer Rodriguez said that a Local Development Corporation can develop property, own property, facilitate grants, lend money. She stated that there have been projects that she has wanted to do but has been advised not to do because it was not made for municipalities but the Local Development Corporation could do it.

Councilperson Smith stated that it makes sense to continue it.

Supervisor Ashley informed the Boards that they are doing their due diligence and homework.

Councilperson Danehy welcomes suggestions from the Village.

- 5. Municipal Building-** Supervisor Ashley expressed concern regarding the Municipal Building. She stated that the Town and Village have outgrown the building, the working conditions are not good in the winter, and space issues for storage. She asked the Boards if they should build a new building or add on.

Mayor Dalton stated that a study has been completed for the Police Department and there is a need for space.

Councilperson Washo asked Mayor Dalton if the Village has looked at the Human Service Building on 310? Mayor Dalton stated that the space has been offered to the Village/Town. He said that they need to have a bigger conversation and look at the space together. Mayor Dalton said he feels they should stay in the downtown area.

Trustee O'Brien agreed with Mayor Dalton about staying downtown.

Councilperson Washo asked the Village Board about the inheritance of the Human Service Building. He felt the Town needs to know what the Village plans are before they talk about it.

Councilperson Smith asked the Village Board what their expectations are on the building. He stated that when the building was built they wanted Village water/sewer service. He stated that it was known expectation that when the County paid off the bonds the building would be deeded back to the County. The Village Board stated that why would the Village give away a building?

Mayor Dalton stated that the County is trying to fill the space and is trying to get the Town/Village to go there.

Supervisor Ashley said it was a critical issue and that a study needs to be completed.

Trustee Pynchon agreed it needs to be downtown. It all comes down to money. She thinks it was mentioned in the Comp Plan.

- 6. Ethics Committee-** Trustee O'Brien informed the Town Board about the Ethics Committee and creating a Board of Ethics. He asked the Town Board if they wanted to expand the Committee to include the Town Board. After discussion the Town Board expressed interest to work collectively on the Ethics Committee. Councilperson Washo joined the Committee. The Town and Village Board decided that they will work together on the Committee to update the code and set up the Ethics Board.

Next Joint Village/Town Board Meeting is scheduled for June 13, 2018 at 5:00pm.

Executive Session –

Trustee Pynchon made a motion to adjourn the meeting at 6:44PM. Trustee Proemm seconded the motion. All voted in favor. The motion carries.

Respectfully submitted,

Cara Adams
Deputy Clerk