

Village of Canton, New York

VILLAGE BOARD MEETING

Meeting Minutes: November 19, 2018

Board Present:

Michael Dalton, Mayor
Beth Larrabee, Trustee
Klaus Proemm, Trustee

Carol Pynchon, Trustee
Sean O'Brien, Trustee

Others Present:

Gerald Ducharme, Village Attorney
Brien Hallahan, Superintendent
Cara Adams, Deputy Clerk
James Santimaw, Police Chief

Sally Noble, Clerk/Treasurer
Leigh Rodriguez, Economic Developer
Jeff Murray, Code Officer

PUBLIC HEARING:

The Village of Canton Board of Trustees will hold a public hearing on **November 19, 2018 at 6:15pm** for the purpose of hearing public comments on the possible submission of a Community Development Block Grant (CDBG) application to assist the Dairy Queen restaurant with reconstruction. The Board will also hear public comment regarding the 2016 Microenterprise Project: 175ME106-16, Canton Microenterprise Grant Program, in the amount of \$200,000.

Present: See attached sign in sheet [Exhibit A]

Mayor Mike Dalton called the meeting to order at 6:15pm.

Mayor Dalton: "Ok this first section is a public hearing for the purpose of hearing comments on the submission, or possible submission, of the Community Block Grant (CDBG Application) to assist the Dairy Queen restaurant with this reconstruction. The primary purpose of this, is economic development. And its focus really, truly, is on the retention of jobs. Leigh do you want to take it from there?"

Leigh Rodriguez, Director of Economic Development for the Village of Canton: "Sure, I can do that."

Mayor Dalton: "There is a second piece to this, but we will do that after."

Ms. Rodriguez: "So, as the mayor said the Village is considering an application through the Community Development Block Grant program to assist Dairy Queen. There is a handout on the table over there, if anyone did not get it, you are welcome to pick it up. It just gives general information about the Community Development Block Grant program and about this specific application [Exhibit B]. I am going to keep my comments focused on this particular application, and they will be brief, and then we will welcome anyone to make comments. We do have the owners here today, if they would like to say something too, we will give them the opportunity. And, I will just say too, we would like everyone sign in at the desk over there so that we can document who has participated in this public hearing."

Mayor Dalton: "All the board members need to do that [sign in] after we are done here."

Ms. Rodriguez: "So specifically, regarding his application, it will be through the Economic Development Program and our intent is to apply for funding through the CDBG Economic Development Program to assist Audrey Guthrie Inc., doing business as Dairy Queen, located at 51 Gouverneur Street in Canton, NY. It is anticipated that the Village will request funds not to exceed \$270,000 to aid with the purchase of equipment. This assistance will support the creation of up to 18 new full-time equivalent jobs, principally for persons of low-moderate income. Would Gail or would the owners like to say something about the project?"

Gail Crabtree: "I am Gail Crabtree. I am co-owner with John Putman of the Dairy Queen. I am sure everyone is aware of the tragic loss we suffered there. And, the outpour of this community is amazing. And we very much hope to be able reconstruct it [Dairy Queen], and get back in operation, and get our people back to work. "

Mayor Dalton: "What type of timeframe are you looking at?"

Ms. Crabtree: "Well, we would hope to be in operation within 6 months."

Mayor Dalton: "Well, we all felt the loss and there is no doubt about that. And, anytime we lose jobs in this community it's painful, so we are really interested in making this move forward, and helping this move forward, if we can. John do you have anything you want to say?"

John Putman: "Not much more than what she [Ms. Crabtree] is saying."

Ms. Crabtree: "Shawn do you want to say anything?"

Mayor Dalton: "Just state your name for the record."

Mr. Putman: "Just that we want to get it back up and running and we just need some help."

Shawn Delorme: "I am Shawn Delorme, Jr. I was an employee at the Canton Dairy Queen for nearly 5 years. I am now, was a high school student, now a college student. I just really want to talk real brief. It was a very good job opportunity for people, and we lost around 20 employees, and we're hoping to get those 20, or even plus more, back. And it's not even like they're there forever. We do have short term and long-term employees. A more of a short-term is like me. They took me as a high school student, gave me, you know, a hat and an apron and put me to work. And, I've loved it ever since. Some of our long-term employees are families, like people who have been there for a very long time, love it and still support it. And its not even just for, you know, us. It is for the community as well. I was a boy scout when I was yay high, and I remember going into Dairy Queen in the back, and making a cake with everyone and loving it. So, it is not, I mean it would be really nice if we could have the help and support of you guys for us and also for the community. You know I have heard a lot from the community. I've had people I don't not know come up to me and are like, 'Well, you work there, and when is that going get started.' And, I was like well, we are moving as fast as time allows us. "

Mayor Dalton: "Thank you. Would anyone else like to comment? I understand you're probably all here in support of this application."

Dot Carkner: "You know I've worked there [Dairy Queen] 25 years. I've got partner. I worked over at both Dairy Queens, in Canton and Potsdam, over 25 years. Gail took me back after 4 years, after I lost my husband, which it helped me, and I love the job. It gives me something to do."

Mr. Delorme: “And I also, I am sorry, I’d like to bring back up that we were discussing together, with Gail and John, that, you know, we were only a seasonal store. And, we’re open and then for months we would close down and would have to go on unemployment. And, we are looking and hoping to do all year round, so we wouldn’t have that need to go back on unemployment for our employees.”

Mayor Dalton: “I would think a year-round operation would certainly make your application much stronger. It will help with your full-time equivalents. I think the community would really support that. Whether you have a blizzard in the winter or...”

Community members Laugh

Ms. Carkner: “I worked in Potsdam too and they were open year-round.”

Lots of chatter and laughing from community members about buying/eating ice cream in the winter.

Rita Murdock: “My name is Rita Murdock. I have not worked at dairy queen, but I was in there and I can eat my share of ice cream.”

More laughing amongst community members.

Rita: “I work with children and grandchildren my oldest is autistic, severely autistic, and he loves Dairy Queen. We’ll go by and he will say ‘ice cream!’ It was pretty difficult after it closed.”

Mayor Dalton: “Well, I absolutely agree.”

Lea Hance: “My name is Lea Hance, I am simply a member of the community as well, and I just want to say I think a lot of people seem to forget that, you know, we were all once in high school. And, I don’t know if any of us haven’t been to the Dairy Queen, after on the sport bus. You know, coming home from Gouverneur, or whatever, and you know after our games it was always a big treat to be able to go in there and get ice cream or get a whatever it is, you know, that we desired. I think that the Dairy Queen is an integral part of our school system as well. So, I think helping them out and bringing that back to our community would be great, because I know I’ve talked to and I still have a lot of friends, you know, that are up there that are teaching and coaching and things like that. And yeah, it’s sorely missed there. That’s one of the things we are missing.”

Mayor Dalton: “Thank you, anyone else?”

Mr. Delorme: “I would like to bring it back to your whole thing with school and community. If you guys ever go by during the spring months Gail would allow, like my school—my home school—here in Dekalb, to advertise there on their sign. Out on the road sign whenever Hermon Dekalb plays. We would also help people who want to have a birthday party in there, we allow that. It is something nice, and just you know, everyone is always looking for a donation—the community is—and we are always willing to give.”

Mayor Dalton: “Thank you. Anyone else that has or would like to make a comment? Board, I am sure you support getting jobs back here.”

Trustee Carol Pynchon: “The impact it has on the community, in lots of ways, is really important.”

Trustee Beth Larrabee: "I appreciate the efforts to keep it open all year long."

Mayor Dalton: "I think that's a big change that will be accepted. Probably a little more effort for the owners but, you know, we are hoping we can support that. I know we can support that. You know I have talked to Leigh several times throughout this process to make sure needs are being met, and how can we help out, and this is certainly one way we can lend that support with doing this application. I think there are a few more steps we have to go through, but Leigh is going to stay on top of it, and we appreciate you coming here today to talk to us today about this. It's important. It's an important part of the process."

Mr. Delorme: "Do you have any questions for us as employees or community members?"

Mayor Dalton: "I think you just about hit all the points to tell you the truth. Leigh will there be any other requirements for any additional public hearing?"

Ms. Rodriguez: "If we are awarded the grant, there will be a requirement for a second one, when we are much further along in the process, to allow the public to give feedback on the process, and on the project."

Mayor Dalton: "When do you expect that you'll have that application done?"

Ms. Rodriguez: "We are waiting on, in order to submit a full application, all of the other funding must be in place. And, so, there are some other applications out there that we need responses on first, and then we will move forward as soon as we have that."

Mayor Dalton: "Ok thank you. Board are there any other questions?"

Trustee Pynchon: "Leigh is this a rolling thing or is there a...?"

Ms. Rodriguez: "This is an open round, so this is not part of the consolidated funding application. So, there is an opportunity for it to be reviewed once a month. When we submit the application, they will review it the month following, and I believe it is the first Friday of each month that it is typically due."

Mayor Dalton: "Ok, thank you. Ok, the other piece to this public hearing is to see if we have any input on the 2016 CDBG Microenterprise project. Leigh do you want to touch on that at all?"

Ms. Rodriguez: "Sure. Again, there is a hand out on the table there, for anyone who is interested, that summarizes the program [Exhibit C]. This is the second public hearing for this project to provide an update on the progress and the status of it for the community, and allow them an opportunity to comment on it. So, I'll just read you where we are at now with this project:

The Village of Canton applied for and received funding through the 2016 CDBG Microenterprise Program in the amount of \$200,000. Funds were to be expended as follows:

Microenterprise assistance	\$176,000
Program Delivery	\$14,000
Grant Administration	\$10,000

Projected accomplishments at the time of the application included the creation of 1 full time and 6 part time jobs that would be made available to, or taken by, persons of low-moderate income

(LMI). It was projected that business assistance would be provided to 9 businesses, 7 of which would be LMI business owners.

Progress toward the program goals and objectives, as identified in the original application, are as follows:

The Village marketed the program and accepted applications. Nine completed applications were received and underwritten by a third party. A Grant Review Committee of five citizens and the Program Manager scored applications and determined awards, taking into consideration the program requirements that 50% of funds must go to startup businesses. In the end, two of the nine applicants withdrew for personal reasons, and six of the remaining seven applicants were given awards as follows:

Startup businesses:

Hawkshaw Mead Works - \$35,000

Grasse River Outfitters - \$25,100

Millennial Currency - \$30,000

Existing businesses:

Fourth Coast Entertainment - \$30,417

The Celtic Knot Textiles, LLC - \$30,417

Luna Boutique - \$25,066

In summary, the original application projected to provide assistance to nine businesses, seven of which were to be LMI owners, and the Canton Microenterprise Program will only assist 6 businesses, all 6 of which are LMI owners. It was projected that one full time and six part time jobs would be created, and it is anticipated that seven LMI owners will have created (4) or retained (3) jobs for themselves, thus meeting a required National Objective."

Mayor Dalton: "Thank you. Is there any comment on this piece, the CDBG Microenterprise grant? It is a requirement that we do this, and if there is any comment, we would appreciate it. If not, that is fine too."

No comments

Mayor Dalton: "There being none, we will close this public hearing. Thank you everyone for coming."

The meeting was adjourned at 6:29 PM

Rebecca Bliss
Part-time Clerk

ORDER OF BUSINESS: The Mayor opened the regular meeting at 6:30pm.

- a. **Approve minutes of October 15, 2018-** Trustee Pynchon made a motion to approve the minutes of October 15th, 2018; seconded by Trustee Proemm. All voted in favor. Motion carries.

ACCEPTANCE OF DEPARTMENT HEAD REPORTS:

Trustee O'Brien made a motion to accept the Department Head Reports; seconded by Trustee Larrabee. All voted in favor. Motion carries.

Economic Developer Rodriguez did not have anything to add to her report.

Animal Control- Mayor Dalton informed the Board that the Town Supervisor spoke with Animal Control Officer Jim Pipher to discuss his future. He stated that the Town is looking at options.

Clerk/Treasurer Noble stated that the sales tax is up.

Mayor Dalton informed the Board that there might be sales tax issues next year. The County might want to keep more.

Chief Santimaw wanted to publicly thank Canton Fire and Rescue for the "go bags" that were put together. A special thank you to Joyce Dalton for coordinating this. The bags are positioned throughout the community

Code Officer Murray asked the Board about the subdivision that Dan Fay has proposed. Maps were handed out to the Board to show the subdivision. After Board discussion the preliminary review will be held on December 10th. Code Officer Murray will let the applicant know to attend to answer questions.

Superintendent Hallahan informed the Board about the catastrophe at the sewer plant. He stated that one problem turned into more like replacing pipe in lagoon number 4. The expenditures are approximately \$100,000 to do all the repairs. After doing research the pipe is only 23 years old.

Superintendent Hallahan updated the Board about the drainage concern on West Main Street. The County cleaned out the ditch and did a great job. He walked some of the ditch and did see a spot that DPW will be able to clean out with a shovel. Superintendent Hallahan has not received a response from DOT.

Mayor Dalton asked Superintendent Hallahan about if people are still putting leaf pick up in plastic bags? Superintendent Hallahan stated that it is getting better. They are continuing to do pick up with a loader.

COMMITTEE REPORTS:

Recreation Committee- Trustee Pyncheon introduced Samuel Haenel, who was hired to work with Larry Olmstead at the Pavilion. He is helping with the ice, working on the calendar and updating Facebook.

Samuel Haenel thanked the Board and stated that he sees potential growth in the rink.

Trustee Larrabee stated that they are grateful he is here.

Superintendent Hallahan stated that Samuel is a year away from a recreation degree.

Golf Committee- Trustee Larrabee stated she met with the concession provider at the Golf Course. The Committee needs to begin to look for a new person for next season. Robin, the current provider will help with transition.

COMMUNICATIONS AND INFORMATION:

None

PUBLIC COMMENT:

None

OLD BUSINESS:

- a. **Ethics Code-** Mayor Dalton stated they met with the Town. They have decided to change directions and turn it over to a Committee. Trustee Pynchon made a motion to appoint Katie Murphy and Natasha Komarov to the Village Ethics Committee Task Force. Trustee Proemm seconded the motion. All voted in favor. Motion carries.

- b. **Green Living Fair Resolution** – Trustee Pynchon read the following resolution:

**RESOLUTION
GREEN LIVING FAIR**

WHEREAS, the Village of Canton established the Canton Sustainability Committee to strengthen Canton's future through sustainable development and passed a Climate Smart Community resolution pledging to do its part by reducing greenhouse gas emissions and working with the community to adapt to rapid climate changes; and

WHEREAS, reducing greenhouse gas emissions and preparing for the changes in climate that are already happening will benefit the community through economic growth, more jobs, improved health, greater security and a cleaner environment; and

WHEREAS, as a Climate Smart Community, the village has pledged to support the development of a green innovation economy and to inform and inspire the public by, among other actions, holding a green vendor fair and hosting climate-related education seminars, workshops, conferences, or fairs; and

WHEREAS, the Canton Sustainability Committee is partnering with other organizations in Canton and Potsdam to organize a Green Living Fair on Climate, Food and Energy on Saturday, April 20, 2019 at SUNY-Canton for the purpose of giving people the tools they need to reduce greenhouse gas emissions and adapt to changing climate conditions; therefore

BE IT RESOLVED THAT, the Village of Canton will be an enthusiastic partner in the event and urges residents to participate.

Clerk Noble stated that they are waiting on the Green Living Fair and SUNY Canton. The Village will provide an insurance certificate for the Village to be a sponsor.

Trustee Pynchon made a motion to approve the Green Living Fair Resolution. Trustee Proemm seconded the motion. All voted in favor. Motion carries.

- c. **Discuss EV Charging Station-** Trustee Proemm stated that they are currently working on the EV Charging Station. Superintendent Hallahan suggested involving car dealerships to sponsor the charging station. Trustee Proemm is working to round up some local car dealerships. He discussed reaching out to NYPA. Superintendent Hallahan and Trustee Proemm are currently working on locations and how to handle the money for charging.

NEW BUSINESS:

- a. **Authorize payment of vouchers & transfer of funds –** Trustee O’Brien made a motion to authorize payment of vouchers & transfer of funds for abstract # **06 of 2018-2019**. Trustee Pynchon seconded the motion. All voted in favor. Motion carries.

General Fund	\$144,279.69	Golf Course	\$21,688.46
Water Fund	\$42,272.55	Joint Activity	\$23,076.56
Sewer Fund	\$123,497.44		

- b. **Discuss and Take Action on Separate Sexual Harassment and Discrimination Harassment Prevention Policies-** After Board discussion of the Sexual Harassment and Discrimination Harassment Prevention Policies Trustee Larrabee made a motion to approve the Sexual Harassment Prevention Policy. Trustee Pynchon seconded the motion. All voted in favor motion carried.

Trustee Larrabee made a motion to approve the Discrimination Harassment Prevention Policy. Trustee Proemm seconded the motion. All voted in favor. Motion carries.

- c. **Discuss and Take Action to Make the Historian Town Administered Position-** Mayor Dalton informed the Board that the Town of Canton took action at their last meeting to make the Historian a Town administered position. The Historian will be a shared service with the Town. There would be one point of contact and the Town will bill the Village. After Board discussion, Trustee Pynchon made a motion to approve the Historian be a Town administered position effective January 1st, 2019. Trustee Proemm seconded the motion. All voted in favor. Motion carries.

- d. **ANCA Benchmarking Report- David Bradford-** David Bradford discussed the ANCA Benchmarking report. The report is on file in the Village Clerk’s Office.

- e. **Approve Fire Department Members- Sophia Dobrowski & Nathaniel Shea-** Trustee Larrabee made a motion to approve the following fire department members; Sophia Dobrowski & Nathaniel Shea. Trustee O’Brien seconded the motion. All voted in favor. Motion carries

- f. **Approve Caitlin Gollinger to ZBA-** Trustee Proemm made a motion to approve Caitlin Gollinger to the ZBA. Trustee Pynchon seconded the motion. All voted in favor. Motion carries.

- g. **Appoint Joshua J. Rose as a Conditional Police Officer-** Trustee Larrabee made a motion to appoint Joshua J. Rose as a Conditional Police Officer. Trustee Proemm seconded the motion. All voted in favor. Motion carries.

- h. **Appoint Lindsey M. Landphere as a Conditional Police Officer -** Trustee Larrabee made a motion to appoint Lindsey M. Landphere as a Conditional Police Officer. Trustee Proemm seconded the motion. All voted in favor. Motion carries.

- i. Discuss and Set a Public Hearing on Cold War Veteran's Exemption-** After Board discussion the Board decided to set the Public Hearing on December 10th at 6:25pm to discuss the Cold War Veteran's Exemption and raising the exemption from \$6,000 to \$8,000. Clerk Noble stated that there is currently one exemption in the Village.
- j. Miner Street Speed Complaint-** Mayor Dalton stated that he received a speed complaint on Miner Street. He was expecting a petition at the meeting but he did not receive one. Complete Streets will review the speed issue on Miner Street.

Complete Streets has received the speed issue on Judson Street. Speed humps will be placed on Judson Street from April to October. The humps will be removed in the winter months.

- k. Set Joint Meeting with Town Board to Follow December 3rd Organizational Meeting-** After discussion the Board decided to change the Organizational Meeting on December 3rd to 4:00pm and set the Joint Meeting with the Town Board at 5:00pm on December 3rd. Legal notices will be published.
- l. Authorize Hiring of Skate Guards—**Trustee Pynchon made a motion to approve the hiring of skate guards with the list of names provided by Superintendent Hallahan with a pool of ten skate guards. Trustee Larrabee seconded the motion. All voted in favor. Motion carries.
- m. Authorize Hiring Matthew Gollinger, Samuel Haenel and Eian House for Recreation-** Trustee Pynchon made a motion to hire Matthew Gollinger, Samuel Haenel and Ian House for the Recreation Department. Trustee Proemm seconded the motion. All voted in favor. Motion carries.
- n. Winter Towing Bids- Trustee** Proemm made a motion to approve Johnston Towing for winter towing. Trustee Larrabee seconded the motion. All voted in favor. Motion carries.

PUBLIC COMMENT:

None

Executive Session -Trustee Larrabee made a motion to enter into executive session at 7:53 PM for a purpose as identified in Public Officers Law §105(1) (d). Trustee O'Brien seconded the motion. All in favor. The motion carries.

Trustee Larrabee made a motion to come out of executive session at 8:55 PM. The motion was seconded by Proemm. All voted in favor. The motion carries.

Trustee Proemm made a motion to adjourn the meeting at 8:58PM. Trustee Pynchon seconded the motion. All voted in favor. The motion carries.

Respectfully submitted,

Cara Adams

Deputy Clerk