

Village of Canton, New York

VILLAGE BOARD MEETING

Meeting Minutes: September 21, 2020

Board Present:

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

Carol Pynchon, Trustee
Anna Sorensen, Trustee

Others Present:

Gerald Ducharme, Village Attorney
Cara Adams, Deputy Clerk
Jeff Murray, Code Officer
Linda Casserly, Historian

Sally Noble, Clerk/Treasurer
Leigh Rodriguez, Economic Developer
Cindy Brand, Assessor
Marty Miller, Superintendent

PLEASE TAKE NOTICE that the Canton Village Board of Trustees will hold its regular monthly meeting on Monday, September 21, 2020 at 6:30pm. The meeting will be conducted by use of Zoom video-conference, as authorized by Governor Andrew Cuomo's Executive Order 202.1 (*extended by Executive Orders 202.14, 202.28, 202.38, and 202.48*) and Executive Order 202.15 (*extended by Executive Orders 202.29, 202.39, 202.49, 202.55 and 202.60*).

ORDER OF BUSINESS:

Mayor Dalton introduced new Superintendent Marty Miller

- a. **Approve minutes of August 17 & September 4, 2020-** Trustee Proemm made a motion to approve the minutes of August 17 & September 4., 2020 seconded by Trustee Larrabee. All voted in favor. Motion carries.

ACCEPTANCE OF DEPARTMENT HEAD REPORTS:

Animal Control Report- Trustee Pynchon stated that she was unable to read the report.

Mayor Dalton stated that Clerk Noble will speak with the Animal Control Officer to make his reports more clear.

Historian Report- Historian Casserly heard that they accepted the Pomeroy Intent Letter and will start the primary upload to them. She thinks it is time to start getting some markers and will start with the Town Hall. She stated that she wants one for the County Home going toward Morley and the Harrington Hotel. Historian Casserly stated that she attended a Zoom meeting for the New York State Historians.

Historian Casserly thanked new Superintendent Marty Miller for the wonderful job on the road from Appleton to the Miner Street Bridge and welcomed him.

Economic Developer Report- Economic Developer Rodriguez added that Dairy Queen opened today. Economic Developer Rodriguez will forward the Housing Market Study that was done on the BOA. She stated that Ellen Pemrick, who completed the study did a run down at the Economic Development Steering Committee. Subcommittees will be working on various projects including, marketing, housing and diversity.

Trustee Pynchon asked a question on behalf of Economic Developer Rodriguez, if there is money in the budget budgeted for professional development, do they need approval of the Board to sign up for professional development opportunities or is it sufficient to meet with the Committee? She asked Treasurer Noble to see whether the professional development money in the Economic Development budget.

Mayor Dalton stated that under professional development, it will make a difference if there is travel involved or not. If travel is involved then the Board will have to decided if it is approved or not. If the training is online then it is handled differently.

Trustee Pynchon stated as a member of the ED Committee, she would like some clarity on how this should be handled because she stated that Economic Developer Rodriguez spoke to the Committee about a few different opportunities which sounded like good ones to us. Her question to Economic Developer Rodriguez was is it in your budget? She asked to see the budget broken out and asked if the ED Committee could give Economic Developer Rodriguez the okay for her to attend or if it should come to the Board for approval.

Mayor Dalton stated that anytime money is spent and with travel, then it would need Board approval. He stated to check what is in the budget and make sure the funding is there.

After further discussion any professional development should come to the Board for approval.

Assessor Report- Assessor Brand stated that sales of property are still coming in. She referenced the reports from the State on exemptions. She is currently working on the problems.

Mayor Dalton asked what the status was on with the Hotel? Assessor Brand stated that the hearing was on 9/11/2020, she had not heard anything.

Trustee Pynchon asked Assessor Brand about her adjusting her office hours. She stated that the Town Board would approve of the adjustment.

Mayor Dalton stated that the Village budgets for the Assessor full time.

Police Chief- Chief Santimaw added that the order for the body cameras has been submitted. The number of body cams was reduced from ten down to eight because of the charger download station holds eight cameras. Chief Santimaw welcomed Superintendent Marty Miller to the team.

Mayor Dalton noted that there has been some considerable savings with the new vehicle in terms of fuel.

Code Officer Report- Code Officer Murray did not have anything to add to his report.

Trustee Sorensen asked Code Officer Murray for more information about the housing issues in Canton that he is working on and need to continue to work on.

Code Officer Murray stated that there are housing issues not only in Canton but in the County. There are substandard houses and what concerns him is the children living in these places. He does not want to go into these places to displace people but wants to get into them to make sure that it is safe. Code Officer Murray said that he has worked with School Teachers and Caseworkers on a few of them. He stated that there is more work to be done and it is a very important job for him to make sure that the residences are safe. He stated that it is a huge problem and he is not sure how to solve it yet but he is going to continue to work on it and it is on the top of his list.

Trustee Sorensen stated that it is a complex problem and she appreciates that he is addressing the issue.

Trustee Larrabee stated that she appreciates that he is partnering with the school and social workers.

Treasurer/Clerk Report- Treasurer Noble welcomed Superintendent Marty Miller. She said that they have been working daily to upgrade his phone and figure out the computer issues. She stated that she registered for the NYCOM Conference and is looking forward to attending tomorrow.

Trustee Sorensen asked about the status of the utility audit? Clerk Noble stated she would follow up

Superintendent Report- Mayor Dalton stated that Superintendent Miller is in full swing of things and they are currently working on upgrading to a new computer. He stated it is refreshing to see things that Superintendent Miller is noticing and bringing to his attention.

Superintendent Miller stated that he has a few questions regarding the Judson Street and Miner Street projects moving forward.

Trustee Proemm welcomed Superintendent Miller. He stated that the information on Judson Street and Miner Street will be shared with Complete Streets and they will be encouraged to see some progress.

Trustee Pynchon stated that she usually does a press release on the fall leaf pickup regarding the pickup schedule. She is going to send Superintendent Miller a draft of what she has sent in the past.

Superintendent Miller asked when the brush pickup would start.

Deputy Clerk Adams stated that the pickup usually starts October 13th and runs until around Veterans Day. DPW would follow a route every day to pick up the paper bags and brush.

Trustee Sorensen made a motion to approve the Department Head Reports. Trustee Pynchon seconded the motion. All voted in favor. Motion carries.

COMMITTEE REPORTS:

Recreation Report- Trustee Pynchon stated that it has been a few weeks since Recreation Director Jim Putman has resigned. Ken and Ryan are doing a great job. Taylor Park has been closed. They have done some work on cleaning up around the outdoor rink. The Recreation Committee are speaking with a few different people about possible uses of that space. She stated the Recreation Committee stated that they are eager to discuss how they move forward with the recreation program and Recreation Department which would require a joint meeting since it is a shared program and service.

Communication and Technology Committee- Trustee Pynchon stated that the Committee is looking at equipment and technology to be able to continue ongoing streaming of meetings once in person meetings are possible again.

Economic Development Steering Committee- Trustee Pynchon stated that the Committee is looking to add a few members to the committee.

Economic Development Consortium- Meeting will be held on October 7, 2020 to discuss bandwidth and connectivity.

Sustainability Committee- Trustee Pynchon stated that the committee has been on hold during the Pandemic but they are starting to get going. The Sustainability Day and Green Living Fair has been postponed but they are organizing to encourage voting for Elected Officials at all levels who encourage sustainability and cleaner and healthier safer communities. They will be working on the Get out the Vote in Canton and Potsdam. Trustee Pynchon asked Attorney Ducharme if a get out in vote is appropriate for a joint municipal committee? Attorney Ducharme stated he would have to think about it and get back to her. He stated that it does not strike him for being appropriate in general but understand the specific concerns. Trustee Pynchon will send him a draft flyer for him to review.

Golf Committee- Trustee Larrabee stated the Golf Pro Maginn was happy with the season ending on a high note and was able to host a few tournaments. Season was different then typical. Golf Pro Maginn was happy with the number of kids that participated and is hoping to continue that trend for next year. Golf Pro Maginn is going to explore some options of the golf course lease and will be sending that at a later date. The Golf Course will be opened until the middle or end of October depending on the weather.

Concession- Golf Pro Maginn was supported. Karen Stowell had some learning curves of when the busy/slow times were and would like to talk to the Committee with some times and making some adjustments.

COMMUNICATIONS AND INFORMATION:

Mayor Dalton he got a thank you note for the yards of blacktop that went down on the basketball court at Bend in the River.

OLD BUSINESS:

- a. **Miner & Judson Streets Update-** Mayor Dalton stated that they have done an update on Miner and Judson Street. Paving of Miner Street has been completed. Superintendent Miller stated he spoke with the County and they are looking at Thursday to possible painting the stripes on Miner Street, Judson St., Park Street and Sullivan

Drive. He stated that there is looking to be three speed bumps on Judson Street. Looking to do the project in the spring. He stated that he is looking at different options depending on the budget for the project.

- b. **Ethics-** Trustee Pynchon stated that this topic will be discussed at the Joint Meeting. She stated that Katie Halleran Murphy and Ryan Ames have both agreed to represent the Village. The Town of Canton will come up with the two and then the Village/Town will agree on a person. Village Attorney and Town Attorney will work with the Boards to set up protocols and procedures.
- c. **Executive Order 203 Update-** Trustee Larrabee stated that the timeline got delayed and it has now been readjusted. They are constituting the Advisory Group right now and it has been successful. The Group is planning to meeting Wednesday, September 30th, 2020 for their first meeting. Updates will be given at the next meeting.
- d. **Update on Changes to Village Code § 233-2 § 233-3-** Topic tabled for October Meeting.
- e. **Code Review Update-** Attorney Ducharme stated that he and Monica from River Street discussed and have made good progress on the draft. The draft includes a new zoning chapter with provisions for signage and subdivision review. They are talking about moving subdivision review to the Planning Board for Review. They are at a point where they are reading to bring it Infront of the Committee. Mayor Dalton suggested getting the draft out in front of people.

NEW BUSINESS:

- a. **Authorize payment of vouchers & transfer of funds** – Trustee Sorensen made a motion to authorize payment of vouchers & transfer of funds for abstract # **04 of 2020-2021**. Trustee Larrabee seconded the motion. All voted in favor. Motion carries.

General Fund	\$154,309.55	Golf Course	\$40,787.04
Water Fund	\$30,977.99	Joint Activity	\$4,969.51
Sewer Fund	\$19,776.01		

- b. **Discuss Sales Tax Proposal by Ogdensburg Mayor-** Mayor Dalton sent the Sales Tax Proposal from the City of Ogdensburg Mayor to the Board.

Trustee Pynchon stated that this is going to need to come to a head since it is coming to the end of the ten year limit on the past ruling. She stated that she wants to make sure that the legislatures are advocating for what is fair for everyone. The Village and Towns do not get a voice in the conversation that is happening between the County and the City of Ogdensburg. She stated that as a Member of the Village Board, she would like to encourage the County Legislators to come up with a fair and equitable policy that works for the Villages, Towns, City of Ogdensburg and for the County.

Mayor Dalton stated that the Proposal from the City of Ogdensburg benefits the Towns, Villages and City but doesn't benefit the County, hard to see how it is going to move forward and if they can not come to an agreement then everyone will end up losing.

Trustee Pynchon added that the Towns, Villages and City are in the County, they can not lose sight of that.

Mayor Dalton agreed and the biggest problem is figuring out how this is going to be split up. One of the options for the City of Ogdensburg is they can go their own way but then the Village is at the mercy of the County. The City and the Town/Villages have always worked together.

- c. **Consider Change to the Day of the Village Board Meeting-** Mayor Dalton stated to consider changing the Village Board Meeting to a different night for the County Representatives would be able to attend the meetings. Monday nights is when the County Committee and Regular meetings are scheduled. He stated that we do not get the advantage of seeing our Representative here to ask them questions. Mayor Dalton asked the Board if they would like to change the day of the meetings?

Trustee Sorensen supports moving the Meetings to a different day for the legislators could attending the meetings for conversations. She stated that she wants to make sure that the Village is being advocated for to the legislators. She stated that she is unable to attend the legislature meetings due to the Village Board Meetings. She stated that she supports moving to another night.

Trustee Larrabee agreed with Trustee Sorensen.,

After further discussion Trustee Pynchon stated she would send out a Doodle Poll to the Board Members and Staff to see what day works.

- d. **St. Lawrence County State Snow & Ice Contract-** Mayor Dalton did not receive the contract. Will be discussed at the next meeting.
- e. **Discuss Change Order Request to the Village Water & Sewer Expansion-** .Mayor Dalton stated that they ran into a problem at the water/sewer expansion project. They started to drill a second pathway and they ran into a different type of rock that they did not find during the test. The additional cost to complete the project is about \$150,000, which is within the budget. They have done a considerable amount of work on the project, extended the waterline on both ends and ready to pressure test. They need to get the line across the river using a different drill bit and will take longer to get through the rock. Mayor Dalton stated that one of the grants will help cover the cost.

Trustee Pynchon made a motion to approve the added expense to keep the project moving forward. Trustee Larrabee seconded the motion. All voted in favor. Motion carries.

- f. **Chamber of Commerce Contract-** Trustee Pynchon stated that Ben Dixon, Carol Spadaccini and John Gray are Members of the Canton Chamber of Commerce Board were in attendance. Carol Spadaccini, current President of the Canton Chamber stated that she has spoken with Trustee Pynchon and understands that money is tight but they wanted to plead their case for what the Chamber does for the Village.

Ben Dixon stated he was speaking on behalf of the Canton Chamber of Commerce Board. He asked what the timeline is for the budget development. He stated that they are in the strategic planning with the Covid pandemic and Chamber Integration Study along with other

factors. The Canton Chamber is considering what they have been doing for members and business and what they should be doing going forward with the year ahead with the limitations with Covid. A lot of consider when going forward with the budget process and the Chamber is happy to work with you in discussions. He stated that Covid and the economic downturn has messed everything up. He said that the Chamber is going to get out a survey to receive feedback from the member businesses and business owners in Canton with what the Chamber should be doing to bring the most value to the businesses. He stated that this could lead to new activities. He gave an example of reestablishing business mixers. He stated that a bulleted list of activities was sent to the Village Board. He mentioned that the activities were disrupted due to Covid with the safety protocols and limitations set by the State and Public Health. The Chamber is trying to come up with alternative format that is still beneficial to the businesses. Mr. Dixon stated that they can not hold the annual dinner which would bring in 150 people, they are thinking about doing it virtual or alternative ways to deliver some kind of event that celebrates Canton and its resilience during Covid. He stated that they are unable to do Phantoms in the Park for Halloween due to the number of people but they are discussing with Public Health, to do door to door trick or treating to businesses. Mr. Dixon said that the Canton Chamber is participating in the integration study which studies integrating the various chambers across the County under one umbrella organization. It would pull together the County Chamber with the Canton Chamber along with other Chambers around the County. He stated that there are some benefits for integrating. Mr. Dixon said that the Canton Chamber still needs to be working with the businesses in the Town/Village of Canton and that they need support of the Canton Chamber and with the Economic Developer Leigh Rodriguez. He stated that the Canton Chamber Board is prepared to work with the Village Board and understand what the Village Boards interest are and they realize a return on investment with what services that the Canton Chamber are providing. He stated that the Canton Chamber would like to continue the discussion and appreciates the continued support going forward. Mr. Dixon invited the Village Board to the next Canton Chamber Meeting on October 7th.

Trustee Sorensen thanked the Canton Chamber Board Members for attending. She stated that she is a member of the Economic Development Committee and added that it is ROI (return on investment) for the taxpayers. She stated that she understands that we are in the middle of a pandemic but her concerns are what is going to take the place of the events that the community looks forward too. She asked what the Chamber is doing to support the businesses? She added that she is somebody that needs to justify where the taxpayers money is going and she does not have an answer to that.

Mr. Dixon stated that he will take any questions or feedback back to the Canton Chamber Board. He asked what the timeline is for the budget preparation?

Trustee Pynchon stated that the chamber is budgeted for this year but we need to decided what portion of that allotted amount can the Village afford to pay given the activities over the last six months. She noted she understands the period of covid but the businesses were running double time but there was not any activity coming from the Chamber while the Economic Development Office was turning stuff out. She states that it does not make sense for us to be spending the budgeted amount for the full amount of time when it did not feel like things were happening from the Chamber. She stated that she appreciates the ideas that the Chamber has going forward. She stated that the amount is budgeted but the Board needs to decide how to allocate what is in the budget.

Trustee Pynchon asked who is developing the survey and when will it be sent out?

Mr. Dixon stated that it is being developed by the Director of the Chamber Tammy Mackin and the Board of Directors which will be sent out soon.

Trustee Pynchon stated that some of the events on the bulleted list that was sent to the Board have not been done in a few years but are still on the list. She asked what activities were not disrupted by Covid?

Mr. Dixon stated that they provided a sexual harassment training to the members to help businesses reach that requirement, active shooter training and the storefront contest was popular.

Trustee Pynchon stated that they have been discouraged by the support the Chamber has provided especially during Covid but they want the Chamber to succeed and work together with the Economic Development Office. She stated that she has invited Chamber Director Tammy to serve on the Marketing Subcommittee but has not heard back. She stated that the Board wants to support the Chamber, work together, support the trainings and the businesses to get the assistance. Moving forward they would like to see more programs of substance and she stated with the money budgeted she does not feel prepared to make the full payment to the Chamber this year. She stated that she would like to continue to fund the Chamber but would like the Village and Town to be getting their money's worth out of the Chamber with robust programs. She stated that we need to put taxpayers dollars to work places where there is stuff getting done.

Mayor Dalton asked the Board if they would like to make a decision tonight or wait until the next Board meeting about funding the Canton Chamber.

Trustee Larrabee stated that she would like a little bit of time to evaluate in terms of percentage.

Trustee Pynchon asked for more information about the integration.

Mr. Dixon stated that the integration is at the point where three models are being considered. The models were presented by the consultants to the advisory group to decide what the best fit.

Chamber President Ms. Carol Spadaccini stated that she does not believe that the Chamber will make a decision by the end of the year. She stated that every two weeks members from the St. Lawrence County Chamber, Ogdensburg Chamber, Massena Chamber and Canton Chamber meet.

Mr. John Gray Jr. added that the Massena Chamber is out of business. The Canton Chamber is at the other end of the spectrum being able to pay the bills and Ogdensburg is in the middle of Massena and Canton. He stated that there are questions to what happens to the liabilities that Massena has, if the Chambers do merge.

After further discuss the Board decided to table the topic until the next meeting.

- g. Canton Cares Project-** Trustee Pynchon stated that Canton Cares Project was a great initiative to have signs and flyers that were placed around to remind people to wear masks, and safely distant. She thanked Economic Developer Rodriguez and Part Time Clerk Reed for distributing those to the businesses and putting the signs around the community. She stated that there was six banners placed at various entrances and on the Municipal Building that mirrors that message of Masks, Social Distance and Anti-Racism. Trustee Pynchon thanked Dave Ragan for getting them up so quickly.
- h. Discuss Ice/Pavilion Opening Plans-** Trustee Pynchon introduced the Recreation Committee, Tim Danehy, Karin Blackburn and Beth Larrabee. She stated that the Recreation Committee is a shared service with the Village and Town. Trustee Pynchon said that the Committee made a recommendation to the two Boards with the safety protocols that were put in place by the Recreation Department and Stakeholder Groups.

Trustee Larrabee stated that she appreciates having community partners who are the biggest user groups of the pavilion. She stated that the groups informed them of their plans. She stated that the kids are eager to be able to utilize the facility. She stated that she is confident in the partners and the ability to implement and enforce the rules and regulations.

Councilperson Danehy stated it was not an easy decision. He stated that they need to consider the impacts if they do open and if they do not open. He stated that some participants in these programs will go to neighboring communities to play, which would add a risk to the community with the crossover.

Councilperson Blackburn added that she supports everything that the Committee members have been saying. She stated that they need to keep the Community's best interest at hand.

Trustee Sorensen stated that she has concerns with the following:

1. Would like to see data on the budget.
2. If the schools close does the Pavilion close?
3. Ventilation Systems meets the current guidelines for gyms?
4. Recommendations from Public Health Department?
5. Waivers

Mayor Dalton stated they have reached out to Public Health and there has been no additional guidance. He stated in terms of ventilation there are fans at both ends of the arena and there is no HVAC system in the arena. There is ventilation in the Pavilion.

Trustee Pynchon answered the following questions:

1. Budget- Figure Skating Club and Minor Hockey have indicated that they will sign up for as much time as they have before and maybe more. Other facilities that have been used before can not be used at this time.
2. Close the Pavilion- Safety and Logistics feel good about the safety plan development by Jim Putman and the Staff. The strict safety protocols from USA Hockey and the Figure Skating Club that they plan to observed with a zero tolerance policy. She stated that the Committee did not talk about what would happen if the schools close and will need to be discussed.
3. Ventilation- Big ceiling fans and exchanges air in six minutes from what the Committee was told.

4. Public Health- Committee reached out but has not received follow up answers. Will reach out to Dr. Williams.
5. Waivers- Both groups, Canton Minor Hockey and Figure Skating do have their own waivers. The Committee has discussed having a blanket waiver but will speak with Attorney Ducharme about.

Trustee Pynchon stated that not having a Recreation Director has added to her ambivalence. She stated that she spoke with Superintendent Miller who is willing to do some oversight work.

President of the Figure Skating Club Christina Martin thanked the Recreation Committee for the time and effort. She suggested seeing what other rinks are doing regarding the school question. She stated that thinks it is Malone's policy is that it is not reflective of the school but the numbers in the County.

Canton Minor Hockey, Kevin Logan stated that they have protocols in place to do what is right for the kids. He appreciates the conversation and questions. They are anxious to get on the ice in a safe way.

Christina Martin added that Minor Hockey and Figure Skating Club has said that they would do whatever they need to do to keep the building up and running. She stated that the leaving of one position would not impact the entire Community. She stated that there are people willing to volunteer their time.

Mayor Dalton stated that they did a poll and 400 people involved.

Councilperson Danehy stated that there will not be any spectators and parents in the crowds which will keep things rolling for the staff. He stated that the Committee has discussed if this can be done without a Director. He stated that they are being pulled in two different directions; to think about the Recreation program structure in general.

Trustee Proemm expressed his concerns about the big risk and being careful. He suggested waiting until January to see what develops.

Trustee Sorensen stated that she does not believe it has to be pushed off a few months. She stated that if they do not act soon then they will miss the opportunity.

Trustee Larrabee stated St. Lawrence County has done an incredibly good job at testing and keeping our numbers low. She stated that parents have asked if they can not move under the conditions now that are low when will they be able too? She stated that they are within the guidelines. She stated that there are 400 kids that are being impacted by this decision and it is a big one for the Community. She stated that she respects needing some of the data. Trustee Larrabee stated that if this decision has to be postponed, she requested that a decision is made within the week. She stated that if not, hundreds of kids are going to go other places. She stated that we need to get these answers and move quickly.

After further discussion between the Village Board and Recreation Committee, they decided to get the answers on the questions that were brought up and will make a decision by the end of the week.

PUBLIC COMMENT:

None

EXECUTIVE SESSION- Trustee Proemm made a motion to enter into executive session at 9:00pm for a purpose as identified in Public Officers Law §105(1) (F). Trustee Larrabee seconded the motion. All in favor. The motion carries.

Trustee Proemm made a motion to come out of executive session at 9:18PM. The motion was seconded by Trustee Larrabee. All voted in favor. The motion carries.

Trustee Proemm made a motion to adjourn the meeting at 9:18PM. Trustee Sorensen seconded the motion All voted in favor. The motion carries.

Respectfully submitted,

Cara Adams
Deputy Clerk