

Village of Canton, New York

VILLAGE BOARD MEETING

Meeting Minutes: June 19, 2017

Board Present:

Michael Dalton, Mayor

Dwight Stevenson, Trustee

Beth Larrabee, Trustee

Carol Pynchon, Trustee

Sean O'Brien, Trustee

Others Present:

Gerald Ducharme, Village Attorney

Caitlin Boreyko, Rec. Director

James Santimaw, Police Chief

Brian McCluskey, Fire Chief

Sally Noble, Clerk/Treasurer

Leigh Rodriguez, Village Econ. Dev.

Brien Hallahan, Superintendent

Cara Adams, Deputy Clerk

ORDER OF BUSINESS: The Mayor opened the regular meeting at 6:48pm.

- a. **Approve minutes of May 15 and May 30, 2017-** Trustee Pynchon made a motion to approve the minutes of May 15 and May 30, 2017; seconded by Trustee O'Brien. 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.

Superintendent Hallahan corrected his report stating that the milling will start on June 26th.

Mayor Dalton stated that their water pumping test is going well. They are waiting on the Water quality report.

Superintendent Hallahan informed the Board that there is no indication on contamination and that the volume is there.

Mayor Dalton stated that they pump 200 gallons a minute and that this is a viable second water source.

Chief Santimaw added two items to his report.

1. He has provided the Officers with pamphlets of how to communicate with people with hearing disabilities.
2. He stated that they are being proactive on people passing school buses.

Trustee Stevenson congratulated Chief Santimaw on the Ride Along Program.

Trustee Pynchon asked about the Police Department Study status. She asked Superintendent Hallahan if the study was sight specific.

Superintendent Hallahan stated that the study is not sight specific.

Economic Developer Rodriguez told the Board that she will e-mail her report. She stated that the \$10 million grant has been submitted. She informed the Board that she has an SLU Intern starting the week of June 26th. The intern will also be working with the IDA one day a week.

Recreation Director Boreyko said that the Summer program enrollment went well. They have reached their targeted enrollment. She stated that there were 33 kids participating in the Junior Golf Clinic. She informed the Board that the Adventures of Learning starts on June 26th. They hired two Assistants and a Junior Assistant.

COMMITTEE REPORTS:

Sustainability Committee- Trustee Pynchon informed the Board that the Clean Energy Community Program is wrapping up. Trustee Pynchon is meeting with Code Office Lawrence to complete the Unified Solar Permit. The first three municipalities that complete the program will receive the \$100,000 grant and the other municipalities will receive \$50,000.

Comprehensive Plan- Trustee Pynchon stated that the plan is moving forward. The RFP's are due on Tuesday, June 27, 2017.

Recreation Committee- Trustee Larrabee discussed having the gate opened all the time at Taylor Park. People would be able to have access to the Park after the season. She stated that when they close Taylor Park at the end of August, there is still nice weather for people to go to the Park. She suggested closing the waterfront and keeping the park open. They discussed moving the gate to allow the Park to be opened.

Recreation Director Boreyko stated that she had a discussion with NYMIR about the waterfront. She stated that they could add signs to the property. She is going to speak with the Potsdam Recreation Director regarding how they handle Postwood Park.

Trustee Pynchon stated that she has received the deed from Clerk Noble. She is going to forward the Deed to Attorney Ducharme to review.

Mayor Dalton stated that there is support from the Village Board but they need to check on the deed restrictions and the gate.

Trustee Larrabee suggested having the Police Chief involved regarding the safety of the Park.

Chief Santimaw agreed with being involved but has requested a schedule for Taylor Park.

Waterfront Committee- Trustee Stevenson stated the Economic Developer Rodriguez is currently working on the brownfield.

Trustee Stevenson stated that DOT met with Complete Streets regarding the bridge repair and adding a bike lane.

Website Committee- Trustee O'Brien updated the Board on the new website. He stated that they are currently making edits to the website. The website should be ready to go this Summer.

COMMUNICATIONS AND INFORMATION:

AACU Initiative Proposal- Trustee Pynchon shared with the Board a letter that she received from St. Lawrence University regarding the AACU Initiative. St. Lawrence University is planning on applying for a grant. St. Lawrence University is looking for a letter of support from the Village of Canton. The Board agreed to the send a letter of support.

PUBLIC COMMENT:

Klaus Proemm informed the Board that Complete Streets supports including the trial by the school to Sullivan Drive in the CFA Grant.

OLD BUSINESS:

a. County Shared Services Update- Mayor Dalton explained the training that he attended that the Department of State held regarding the shared services. He stated that the training is mandated. He provided a list of our current and possible shared services. He stated that there is a penalty if it is not completed this year. They will be holding another training but the date has not been set. Mayor Dalton will keep the Board informed. August is the deadline for the County Shared Services.

Mayor Dalton stated that a few ideas are Town/Village/County DPW consolidation and sand/sand storage.

Trustee O'Brien suggested consolidating Unions.

Mayor Dalton stated that the Unions would have to be involved.

Clerk Noble stated that she was on a County Wide Board about combining Health Care 5 or 6 years ago. The estimated cost was \$3 million to buy into a self-insurance plan. It was patterned after a Tompkins County Plan.

Mayor Dalton asked the Board to e-mail him any ideas.

b. Solar Update- Mayor Dalton informed that Board that Tesla has merged with SolarCity. He updated the Board that the Department of Labor stated that prevailing rate would have to paid. The PPA rate has been recalculated and the timeline has changed for the project to be completed in 2018. The project will not be starting until after March 1, 2018. National Grid is not the hold up on the project, Tesla is.

c. Joint Meeting Follow-up- Trustee Pynchon that the Village just went through the budget year regarding the Canton Chamber request.

Trustee O'Brien informed the Board that the Canton Chamber Board is holding up his wife's place on the Board due to his position on the Village Board.

d. Rental Registration Update- Attorney Ducharme stated that the Rental Registration has been pared down considerably and questions have been answered from Public Hearing. The forms have been pared down and conform with the law. There is one registration on the property. If the registrations are done promptly with existing properties if completed within

ninety (90) days the owner will never have to pay a registration fee. The Rental Permit, if it is an existing rental or will become a rental within ninety (90) days then the permit fee will be waived. Permits will be good for three (3) years. They have created a Self-Certification Form to be completed or the owner can select to have a formal inspection. The current version addressed all the questions that were raised at the Public Hearing.

Attorney Ducharme suggested that the Board review the draft and make any final changes. He suggested discussing at the Board Meeting on July 17 and setting the Public Hearing for August 21.

Trustee Pynchon said the form does not have to be completed until the property has been rented for thirty (30) days. The forms are streamlined. The fees and the forms go together.

Trustee Pynchon stated that the fee schedule will have to be set up. They will receive input from Code Officer Lawrence.

Trustee O'Brien suggested having a place to put the number of tenants on the forms.

Attorney Ducharme discussed the reason it is not included since it is being based on the zoning code and not being able to restrict the amount of people in a family.

Trustee Pynchon stated that the forms state that you are acknowledging compliance with the code.

Trustee O'Brien suggested having a checkbox stating that they are not renting to more than three (3) people unrelated people.

Attorney Ducharme stated that this could be on the Rental Registration Form, Rental Permit and the Self-Certification Form.

Attorney Ducharme would like to receive feedback on the draft.

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 #1 of 2017-2018. Trustee Larrabee seconded the motion. All voted in favor. Motion carries.

General Fund	\$97,799.94	Golf Course	\$36,730.41
Water Fund	\$39,2432.43	Joint Activity	\$10,047.61
Sewer Fund	\$31,782.15		

- b. Discuss Argent Development MOU-** Mayor Dalton informed the Board that Argent Development needs to petition by September for Annexation of the property out on Sullivan Dr. No action from the Board is needed for this to move forward.
- c. Set Special Meeting to Receive Asset Management Report from DANC-** The Board set the Special Meeting for Monday, July 24, 2017 at 4:00pm.

- d. **Accept Cory Williams Resignation** – Trustee Stevenson made a motion to accept the resignation of Police Officer Cory Williams. Trustee O’Brien seconded the motion. All voted in favor. The motion carries.
- e. **Approve Conditional Appointment of a Police Officer-** Trustee Larrabee made a motion to approve conditional appointment of a Police Officer. Trustee O’Brien seconded the motion. All voted in favor. The motion carries.
- f. **Approve Hiring of Beau Boyden for Recreation-** Trustee Larrabee made a motion to approve hiring Beau Boyden for Recreation. Trustee Pynchon seconded the motion. All voted in favor. The motion carries.
- g. **Approve Jason Robert as Permanent at DPW-** Trustee Pynchon made a motion to approve Jason Robert as permanent at DPW on his anniversary date July 5, 2017. Trustee O’Brien seconded the motion. All voted in favor. The motion carries.
- h. **Approve New Fire Department members- Dominic Griffin, Phillip Marble & Alana Belkevich-** Trustee Stevenson made a motion to approve new Fire Department members Dominic Griffin, Phillip Marble and Alana Belkevich. Trustee Pynchon seconded the motion. All voted in favor. The motion carries.
- i. **Approval of Recreation Department Summer Program Employees-** Trustee Pynchon made a motion to approve the following Recreation Department Summer Program Employees:

Adventures in Learning:

Director: Courtney LaBeau

Assistant: Isabelle Newman

Assistant: Brittany Wilcox

Junior Assistant: Hannah Stevenson

Junior Golf Clinic:

Instructor: Daniel Christy

Instructor: Zachary Frank

Summer Theater:

Director: Kelsey Newtown

Beginning Tumbling Clinic:

Director: Kelsey Newtown

Assistant: Courtney LaBeau

Beginning Volleyball Clinic:

Director: Rob Brown

Beginning Volleyball Clinic:

Director: Carla Wentworth

Trustee Larrabee seconded the motion. All voted in favor. Motion carries.

- j. Approval of Kelly Cougler for Golf Course-** Trustee Pynchon made the motion to approve Kelly Cougler for the Golf Course. Trustee Larrabee seconded the motion. All voted in favor. Motion carries.

PUBLIC COMMENT:

No Comment

Executive Session – Trustee Pynchon made a motion to enter into executive session at 8:00PM for a purpose as **identified in Public Officers Law §105(1) (e. negotiations)**. Trustee Stevenson seconded the motion. All voted in favor. The motion carries.

Trustee O'Brien made a motion to come out of executive session at 8:15PM. Trustee Larrabee seconded the motion. All voted in favor. The motion carries.

Trustee O'Brien made a motion to adjourn the meeting at 8:23PM. Trustee Larrabee seconded the motion. All voted in favor. The motion carries.

Respectfully submitted,

Cara Adams
Deputy Clerk