

**TOWN OF CANTON BOARD  
REGULAR MEETING**

February 14, 2018

6:00 PM

Minutes

Present: Supervisor Mary Ann Ashley, Councilmember's Bob Washo, Phil LaMarche and Tim Danehy.

Also in Attendance: Attorney Charles Nash, Town Clerk/Tax Collector Lisa Hammond, Highway Superintendent Terry Billings, Recreation Director Caitlin Boreyko, CPA John Gray, Village Trustee Carol Pynchon, Paul Backus, Adam Akinson, Klaus Proem and Keith Rosser

Absent: Interim Code Officer Mike McQuade, Economic Development Director Leigh Rodriguez, Assessor Steve Teele and Historian Linda Casserly

**A. Call Meeting to Order:** Supervisor Mary Ann Ashley called the meeting to order

Supervisor Ashley added to the agenda: Under New Business #7 AUD agreement with Gray and Gray. #8 Acceptance of Town Attorney Resignation. #9 Municipal Attorney Search Process. #10 Roemer Wallens Gold Legal Counsel Discussion.

Councilmember James Smith arrived at 6:28 pm.

**B. Public Comment:** None

**C. Approval of minutes: (s):** Special Meeting-December 28, 2017, Special Meeting-January 3, 2018, Regular Meeting-January 23, 2018:

Councilmember Bob Washo made a motion to approve the minutes from December 28, 2017, second by Councilmember Phil LaMarche. All voted in favor. Motion carries.

Councilmember Tim Danehy made a motion to approve the minutes from January 3, 2018, seconded by Councilmember Bob Washo. All voted in favor. Motion carries.

Minutes from January 23, 2018 were tabled to the February 14, 2018 Regular monthly meeting.

**D. Supervisor Report:** John Gray gave a verbal report on the finances. Gray reports that there was \$152,852.00 of unpaid bills that belonged in the 2017 fiscal year, for budget purposes they were booked in 2017. The checks went out in 2018 but for budgeting purposes they will be reflected in 2017. The biggest ones were Recreation and White Water Consultant Expenses.

Gray also stated that the town had to pay Social Security on the money that former Bookkeeper Denice Button got as a settlement. It's considered wages. No Social Security had been withheld on that money, half of it should have come from that money and the other money should have been matched by the town. Since no money came out, the town had to pay the whole thing that was \$9,005.21. This had to be paid at the end of the year. This was the total of both halves. Because nothing was withheld, Gray and Gray had to increase Denice Button's W2 for half of that because Denice Button should have paid that. That was income for Denice Button because she did not pay that. At this point it is money out of the Towns pocket.

Supervisor Mary Ann Ashley reported on Sales Tax received. Sales Tax is up \$17,000.00 compared to last year for the 1<sup>st</sup> Quarter.

Tim Danehy thanked John Gray for all of the work Gray and Gray has done thus far.

#### **E. Audit Committee:**

##### **1. Approval of Expenditures**

The following bills for Abstract #1-2018 were approved for payment:

General "A".....	\$19,731.88
Town Outside "B".....	\$102,271.27
Special Lighting "SL" .....	\$444.26
Joint Activity "SM".....	\$853.46
Highway "DA".....	\$27,274.54

Committee approval

Councilmember Bob Washo stated that Town Outside "B" was high this month due to the second half of recreation payout due from 2017 and an invoice to Potsdam was paid from 2017 out Economic Development.

Short discussion was held on continued use of I-pads for the board members. Councilmember Bob Washo suggested holding off on cancelling them until further discussion is held.

Councilmember Bob Washo stated Gray and Gray invoice was \$2,300.00 over monthly charge because they had to reconcile the Trust and Agency account from 2003 to present. These accounts needed to be reconciled to close out 2017. A lot of extra work was put into reconciling and closing out 2017.

Councilmember Phil LaMarche made a motion to accept bills as approved, seconded by Councilmember Tim Danehy. All voted in favor. Motion carries.

##### **2. Budget Transfers of Funds: none**

#### **F. Approval of Department Reports**

Supervisor Mary Ann Ashley read highlights of the Economic Developer report. One item being the most recent administration of a \$176,000.00 Brown Field Opportunity Area grant.

Highway Superintendent Terry Billings reports on shortage of salt.

Town Clerk Lisa Hammond reported that tax collection is at 74.86 percent compared to 93.15 percent in 2017.

Councilmember Bob Washo made a motion to accept department reports, seconded by Councilmember Phil LaMarche. All voted in favor. Motion carries.

#### **G. Committee Reports:**

Committee member Tim Danehy reported that the comprehensive plan consultants were here on February 5 and 6, 2018. Danehy stated that the meetings were very productive. One of the sessions was held on internet coverage in the Town of Canton. Discussion was held on outreach. There will be a public open session held in June.

Committee member Phil LaMarche reported that the Grass River Blue Way Project committee met February 13, 2018, with Supervisor's from other communities.

Committee member Phil LaMarche reported that the Water Front Advisory Committee should be finalizing the Water Front Revitalization Plan.

Committee member Bob Washo reported that the Trail Master Plan Committee is still waiting on the revised draft from River Street Consultants.

Committee member Tim Danehy reported that he attended the Economic Development Steering Committee meeting on February 8, 2018, following there was a round table discussion on housing issues in the Canton area.

#### **H. Old Business**

##### **1. Canton Capital Resource Corporation**

Discussion continued on the CCRC. John Gray was present and stated he was interested in serving on the board. Councilmember Bob Washo wants to see the village be more involved with the CCRC. Councilmember James Smith suggested that someone from SUNY Canton serve on the board. Keith Rosser SUNY Canton's Director of Financial Operations stated that, it would be a conflict of interest because SUNY Canton holds the bonds. Rosser will contact the CCRC about name changes, and removing David Button as Chief Executive Officer.



2. 30 Riverside Drive Agreement

Attorney Charles Nash talked about the revised agreement between the Town and Village for 30 Riverside Drive. This contract obligates the Town of Canton to pay up to \$23,695.00 to purchase the site and tear down the existing building.

Councilmember Phil LaMarche made a motion to authorize Supervisor Mary Ann Ashley to sign contract agreement, seconded by Councilmember Bob Washo. All voted in favor. Motion carries. Attorney Nash noted that Village Attorney Gerald Ducharme deserves one hundred percent credit on this matter. The Village will be the lead agency for the project with a maximum spending of \$30,000.

3. Pyrites Boat Launch

Councilmember Phil LaMarche stated that the Town has a revised plan from Tisdell's for a new design to correct the Pyrites boat launch issue of drainage with no cost for the design. LaMarche suggested that the Canton Highway look at the design with Tisdell's and hold discussion. Highway Superintendent Terry Billings is willing to take a look at the design.

4. Planning Board/Zoning Board of Appeals Openings:

Supervisor Mary Ann Ashley stated that we have three openings on the ZBA and two alternates for the planning board. Ashley will put the openings in the local newspaper. Klaus Proem has one person that may apply. Training is five hours a year.

5. Ethics Policy: Councilmember Bob Washo wants this matter on the agenda for the March joint meeting with the Village of Canton.

6. Senator Ritchie Public Protection Funding for Canton Fire Department

Supervisor Mary Ann Ashley spoke of the \$2,000.00 for the Canton Fire Department that was received and asked for guidance on processing it. Ashley asked for something in writing from the Fire Department on a Valve that they would purchase with said monies. After discussion it was decided to table the matter until the request is received from the Fire Department.

7. Employee Assistance Program: A brief discussion was held on the need for a EAP.

8. Burnham \$250 donation:

Discussion was held on the \$250.00 that Burnham Financial gave to the Town of Canton. It was decided to return the funds to Burnham because they are a vendor.

Councilmember Phil LaMarche made a motion to return the \$250.00 donation to Burnham Financial, seconded by Councilmember Bob Washo. All voted in favor. Motion carries.

9. Municipal Attorney Search Process: A brief discussion was held on process of hiring a Town Attorney.

**I. County Legislature Update(s) none**

**J. New Business**

1. Consider Awarding Bid for New Highway Dump Box

Two bids were received on a 15ft Beau-Dump Body Model DH. One from Viking Cives and one from TENCO Industries. The bid was awarded to TENCO Industries in the amount of \$12,996.00. Viking's bid was \$13,160.00

Councilmember Phil LaMarche made a motion to award TENCO Industries bid, seconded by Councilmember Tim Danehy. All voted in favor. Motion carries.

2. Health Officer Position:

Supervisor Mary Ann Ashley informed the board member that Daniel Palmateer will be voluntarily resigning as Cantons Health Officer. Palmateer will send a letter stating this. Attorney Charles Nash gave the board members a brief update on the St. Lawrence County Health Department being able to provide this coverage to the Town at no cost.

Councilmember Tim Danehy made a motion to pass a resolution allowing the St. Lawrence County Wide Health District to have all the powers and duties of health officer of the Town of Canton, seconded by Councilmember Phil LaMarche. All voted in favor. Motion carries.

Roll Call

Councilmember Bob Washo  
Councilmember Jim Smith  
Councilmember Phil LaMarche  
Councilmember Tim Danehy  
Supervisor Mary Ann Ashley

Clerk Lisa Hammond will sign, seal and mail to the County

3. Town Policies Review/Approval: tabled

4. JCAP Grant/Court Audit:

Councilmember's Jim Smith and Phil LaMarche audited the Justice Court. Attorney Charles Nash prepared a resolution to such effect.

Councilmember Jim Smith made a motion to pass a resolution confirming that such audit has been completed, seconded by Councilmember Phil LaMarche. All voted in favor. The motion carries.

Supervisor Mary Ann Ashley stated that the Justice Court was awarded a JCAP Grant for the fourth year in a row. Ashley congratulated Court Clerk Marc Armstrong for his efforts in securing the grants.

5. Amend February 2017 Minutes/Court Officer Pay Rate

Supervisor Mary Ann Ashley and board members requested that Clerk Hammond amend February 2017 minutes to reflect the rate of pay of the court officer to be \$12 an hour, not \$15

Councilmember Bob Washo made the motion, seconded by Councilmember Phil LaMarche. All voted in favor. The motion carries

6. Next Meeting agenda items/public notice process:

Next joint meeting with the Village of Canton will be at the Village meeting on March 19<sup>th</sup>.

Supervisor Mary Ann Ashley stated that ABS has given the Town a quote on a new copy machine in the Town Clerk Office and wants it to be considered.

7. AUD Agreement with Gray & Gray and Associates

Supervisor Mary Ann Ashley read over the agreement to have Gray & Gray prepare the Annual Audit Document for fiscal year 2017 in the amount of \$2,500.

Councilmember Phil LaMarche made a motion to allow Supervisor Ashley to sign agreement for this service, seconded by Councilmember Bob Washo. All voted in favor. The motion carries.

8. Accept resignation of Town Attorney:



Supervisor Mary Ann Ashley read Attorney Charles Nash's letter of resignation. Attorney Nash resigned as Attorney with the effective day of March 1, 2018.

Councilmember Bob Washo made a motion to accept Nash's resignation with gratitude. Washo thanked Nash for the wisdom that he brought to the board meetings, seconded by Councilmember Phil LaMarche with same gratitude. All voted in favor. Motion carries

Board took a 10 minute break to celebrate Attorney Nash.

9. Attorney search process:

Supervisor Ashley suggested holding a special meeting on February 19 @ 6:00 p.m. to discuss this matter.

Councilmember Bob Washo made the motion to hold a meeting on February 19 @ 6:00 p.m., seconded by Councilmember Jim Smith. All voted in favor. Motion carries.

10. Roemer Wallens Gold Legal Council Discussion:

Discussion was held on contracting with Roemer Wallens Gold Legal Council to review Town policies, procedures and Highway Contract negotiations. In the drawn up agreement it states that the Town of Canton can stop the agreement after thirty days if the Town, or Roemer is not satisfied.

Councilmember Bob Washo made a motion to sign a three year agreement with Roemer Wallens Gold Legal Council in the amount of \$34,300 seconded by Councilmember Tim Danehy. All voted in favor. Motion carries.

Councilmember Jim Smith made a motion to adjourn the meeting at 8:30 p.m., seconded by Councilmember Bob Washo. All voted in favor. Motion carries.

**K. Public Comment: none**

**L. Executive Session:** Upon a majority vote upon a motion that identifies the subject to be considered, the Council may conduct an executive session to discuss any of the issues identifies as proper by Public Officers Law 105 (1)(e)(f).

Respectfully Submitted,

Lisa A. Hammond  
Canton Town Clerk