

# Village of Canton, New York

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## VILLAGE BOARD MEETING

Meeting Minutes: July 16, 2018

### ***Board Present:***

Michael Dalton, Mayor  
Beth Larrabee, Trustee

Carol Pynchon, Trustee  
Klaus Proemm, Trustee

### ***Others Present:***

Gerald Ducharme, Village Attorney  
Brien Hallahan, Superintendent  
Jim Santimaw, Chief of Police  
Jeff Murray, Code Officer

Sally Noble, Clerk/Treasurer  
Leigh Rodriguez, Economic Developer  
Cara Adams, Deputy Clerk

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

- a. **Approve minutes of June 13<sup>th</sup> and June 18<sup>th</sup>**- Trustee Pynchon made a motion to approve the minutes of June 13<sup>th</sup> and June 18<sup>th</sup>; seconded by Trustee Proemm. All voted in favor. Motion carries.

### **ACCEPTANCE OF DEPARTMENT HEAD REPORTS:**

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

Code Officer Murray informed the Board that his training is still going on. He will be certified the first part of October.

Superintendent Hallahan stated that they plan on starting paving on Thursday (July 19<sup>th</sup>). They are next on the County's list. Announcement on the paving was sent to North Country this Week and Watertown Daily Times.

Superintendent Hallahan informed the Board that interviews for Water/Waste Water replacement will begin next week.

Trustee Pynchon stated that National Grid will be taking a tree down on Goodrich St. free of charge.

Chief Santimaw thanked Canton Fire & Rescue, St. Lawrence Security and Caitlin for the help with the Police Adventures Program. He informed the Board that the RAD classes at St. Lawrence University are going well. Also, Police Officer Ashley Coffey is attending the first week of the SRO training.

Mayor Dalton stated that the School board approved the MOU Agreement for the SRO.

Attorney Ducharme said that the agreement is fine but clarification is needed on a few details.

Clerk Noble thanked the Department Heads and the Office Staff for the understanding and hard work. The bank server went down on payday, all employees had to receive paper checks because we could not do direct deposit.

Clerk Noble informed the Board that Mandatory Training will be held in the morning and afternoon on August 6<sup>th</sup> for Workplace Violence. A DVD will be available for employees that are not able to attend and for further hires.

Economic Developer Rodriguez gave an update on the following Grants:

- Submitted a pre-application for the TAP Grant. Proposed to replace two miles of sidewalk by the school for the Safe Route of School Grant. Waiting for feedback.
- Downtown Revitalization Grant- Invited to do a 20-minute PowerPoint Presentation. Will know soon who the recommendation is.
- DEC Grant for Trees in the Park- Submitted Thursday.
- CDBG- Due July 27<sup>th</sup>. Housing Authority is completing and will be given to the Mayor for signature.
- SAM Grant for \$50,000 is currently working on getting the grant submitted. Working with Deputy Treasurer Megan regarding the deeds.

The Board decided to do the ribbon cutting with Senator Ritchie at Bend in the River Park after the Grant Money is received.

Trustee Pynchon stated that at the Town Board meeting they discussed a Local Waterfront Project Grant that the Town applied for three years ago to purchase the property on Riverside Dr for the waterfront park. The Town Supervisor feels that it is not budgeted for and has been sent to the Economic Development Committee to review. The \$235,000 grant is a 50/50 match. The Town and Village do not have the funds budgeted. The Committee will come up with a recommendation for the Boards.

Trustee Pynchon discussed the Brownfield Funding which has a two-year extension on June 30<sup>th</sup>. The grant has the best ratio with a 90/10. They are working on the next steps.

### **COMMITTEE REPORTS:**

Shared Service Committee- Trustee Pynchon stated that they are wrapping up on the shared services. They have discussed Communication and Technology Shared Services and Historian. They are exploring the Historian being a Town Employee and then the Town would bill the Village for half of the Historian's salary. The Historian is the only employee that is still paid half by the Town and half by the Village.

Recreation Committee- Trustee Pynchon informed the Board that they are discussing when to put the ice in and discussing the short fall. Conversation is ongoing. Also, discussing the budgeting of Recreation and how to balance out the sharing of expenses.

Mayor Dalton informed the Board that Trustee Pynchon and Attorney Ducharme met with Jason Pfothenauer to discuss zoning. They are going to be moving forward with the zoning discussion.

Attorney Ducharme stated that Jason sent information on local laws from surrounding areas.

Mayor Dalton stated that the code needs to be firmed up no matter what.

**COMMUNICATIONS AND INFORMATION:**

Mayor Dalton shared information that he received from NYMEP. He stated that it would be perfect to include the Town of Canton. It would allow local residents to bundle energy needs and receive better rates with gas and electricity. He is going to pass this information to the Sustainability Committee.

**PUBLIC COMMENT:**

None

**OLD BUSINESS:**

- a. **Ethics Code-** Mayor Dalton tabled the topic since Trustee O'Brien was not in attendance. Mayor Dalton stated he was going to speak with Trustee O'Brien. That discussion has to move forward with the Ethics Code. The Town may need to move forward by themselves.
- b. **Discuss Expense for Comprehensive Plan and a Village/Town MOU -** Mayor Dalton shared the MOU with the Board regarding the expense for the Comprehensive Plan and the Village/Town.

Trustee Pynchon suggested to change the language to include that the Village will make payments after the 2019-20 Budget is established. Attorney Ducharme asked if the last statement should be crossed off after "Following."

Trustee Pynchon made a motion to approve the MOU with the recommendation from Attorney Ducharme after his review. Trustee Proemm seconded the motion. All voted in favor. Motion carries.

- c. **MR Bell Update-** Mayor Dalton stated that the transfer of MR Bell's is moving along. Attorney Ducharme stated that the property transfer was completed on Friday and the IRS release was received on Thursday. He stated that the deed will be recorded by his office.

Superintendent Hallahan stated the DEC will remove the barrels. Once we have the deed, a contract will be signed with Reddick, then the contractors will be notified and the Department of Labor will be notified then there is a ten-day waiting period.

Economic Developer Rodriguez informed the Board that once the transfer is complete, an application to National Grid will be submitted to the Brownfield Fund which will be used to help with clean up.

**NEW BUSINESS:**

- a. **Authorize payment of vouchers & transfer of funds –** Trustee Larrabee made a motion to authorize payment of vouchers & transfer of funds for abstract #02 of 2018-2019. Trustee Proemm seconded the motion. All voted in favor. Motion carries.

General Fund	\$118,118.09	Golf Course	\$39,303.32
Water Fund	\$12,547.81	Joint Activity	\$6,504.90
Sewer Fund	\$2,983.20		

- b. **Discuss AT&T Proposal for a Cell Tower-** Mayor Dalton sent an e-mail to the Board which showed the site location for the proposed AT&T Cell Tower. The location is on Village Property in the Town of Pierrepont at the O'Brien Road and Plains Road. Rental fee

is in negotiations. After discussion, the Board supports the proposal and they will be moving forward.

- c. **Approve CSEA/DPW Contact MOU-** Mayor Dalton stated that the CSEA/DPW Contract MOA has been signed by CSES and ratified by the members. Trustee Pynchon made a motion to approve the CSEA/DPW Contract MOA. Trustee Larrabee seconded the motion. All voted in favor. Motion carries.
- d. **Accept Resignation of Rev. Mike Cantanzaro from ZBA-** Trustee Proemm made a motion to accept the resignation from Rev. Mike Cantanzaro from the ZBA. Trustee Larrabee seconded the motion. All voted in favor. Motion carries.

Mayor Dalton informed the Board that Rev. Mike Cantanzaro suggested Conrad Stuntz as replacement for the ZBA Chair.

- e. **Appoint Megan Mousaw as Permanent Deputy Treasurer-** Trustee Pynchon made a motion to appoint Megan Mousaw as Permanent Deputy Treasurer. Trustee Proemm seconded the motion. All in favor. Motion Carries.
- f. **Appoint Ellie Stripp to the Tree Committee-** Trustee Larrabee made a motion to appoint Ellie Stripp to the Tree Committee. Trustee Pynchon seconded the motion. All in favor. Motion carries.
- g. **Approve Fire Department Member- Nicholas Miller-** Trustee Larrabee made a motion to approve Fire Department Member Nicholas Miller. Trustee Proemm seconded the motion. All in favor. Motion carries.

Trustee Larrabee thanked the Fire Department for holding the drills at the School to water the dry fields.

- h. **Approve Recreation Employees-** Trustee Pynchon made a motion to approve the following Recreation Employees. Trustee Proemm seconded the motion. All voted in favor. Motion carries.

**Taylor Park Lifeguard Substitute**

Autumn Crabtree (1st summer, \$10.40/hour)

**Taylor Park Lifeguard Secondary Substitutes**

Travis White (1st summer, \$10.40/hour)

Kacee French (1st summer, \$10.40/hour)

**Swim Lesson Instructors**

Kacee French (\$10.40/hour)

Mary Chisholm (\$10.40/hour)

Mayor Dalton added a topic to the agenda:

- i. **Approve Garrett Fries as Permanent Police Officer-** Trustee Larrabee made a motion to approve Garrett Fries as permanent Police Officer as of July 15, 2018. Trustee Proemm seconded the motion. All voted in favor. Motion carries.

**PUBLIC COMMENT:**

None

**Executive Session** -Trustee Pynchon made a motion to enter into executive session at 7:23 PM for a purpose as identified in Public Officers Law §105(1) (e & h). Trustee Proemm seconded the motion. All in favor. The motion carries.

Trustee Pynchon made a motion to come out of executive session at 8:13PM. The motion was seconded by Proemm. All voted in favor. The motion carries.

Trustee Proemm made a motion to purchase Village parcel #88.034-4-1.111 for a total cost of up to \$1,000.00 to include filing fees. Trustee Larabee seconded the motion. All voted in favor. The motion carries.

Trustee Proemm made a motion to adjourn the meeting at 8:15PM. Trustee Pynchon seconded the motion. All voted in favor. The motion carries.

Respectfully submitted,

Cara Adams  
Deputy Clerk