

# Village of Canton, New York

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## VILLAGE BOARD MEETING

Meeting Minutes: August 20, 2018

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

Michael Dalton, Mayor  
Beth Larrabee, Trustee  
Sean O'Brien, Trustee

Carol Pynchon, Trustee  
Klaus Proemm, Trustee

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

Gerald Ducharme, Village Attorney  
Brien Hallahan, Superintendent  
Cara Adams, Deputy Clerk  
Linda Casserly, Historian

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

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

- a. **Approve minutes of July 16, 2018-** Trustee Pynchon made a motion to approve the minutes of July 16, 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 Proemm. All voted in favor. Motion carries.

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

Mayor Dalton informed the Board that unfortunately the Village of Canton did not receive the DRI grant.

Recreation Report- Mayor Dalton highlighted the finances showing a positive on the report that was sent before Recreation Director Boreyko left.

Golf Course- Mayor Dalton stated that Golf Pro Maginn sent him a picture of a 12 year old that got a hole in one.

Trustee Pynchon highlighted the following from the Golf Report:

1. Aging irrigation system. Need to look into replacing.
2. Golf Pro Maginn is ready to discuss his contract.

Trustee Larrabee stated that the revenue and stats look good.

Police Report- Mayor Dalton stated that there was a nice article in the paper about Ashley Coffey. He clarified her salary; the total package is \$85,000 which includes her salary and benefit package.

Assessor Report- Mayor Dalton stated that the Assessor Steve Teele will be retiring at the end of August.

Historian Report- The Board congratulated Historian Linda Casserly on receiving the State Excellence in Promoting Local History Award.

Historian Casserly will be recognized in Rochester. She is waiting to hear back if she receives the scholarship to attend.

Historian Casserly informed that Board Renice Bissett is volunteering in the office. She is currently working on the 1940's calendar and is walking 13 cemeteries to get the names of the missing soldiers.

Treasurer Report- Mayor Dalton and Clerk Noble spent hours with PESH on 8/20/18. PESH reviewed the workplace violence program. Clerk Noble informed the Board that the case is closed. She stated that the final Workplace Violence Program will be out next month.

Code Officer Murray informed the Board that he will be attending the last training class in October.

Animal Control Report- Mayor Dalton informed the Board the Animal Control Officer will be retiring at the end of the year.

### **COMMITTEE REPORTS:**

Recreation Committee- Trustee Pynchon stated that they are working with the Recreation Staff to move forward. Larry Olmstead and Murray Averill have control of everything. They are discussing short term and long term.

Regrettably, Taylor Park closed during the week. They tried hard to get a team together to keep it open. They are disappointed they could not keep Taylor Park open on the weekends. They tried securing life guards through Labor Day.

Trustee Larrabee suggested high school students that are available at the end of the season.

Trustee Pynchon asked if the basketball court was going to be completed. The hoop was purchased and the project is being funded by the Canton Community Fund. Mayor Dalton stated that he spoke with Superintendent Hallahan, they are deciding if they want to pour concrete instead of paving.

Economic Committee- Trustee Pynchon informed the Board that the Town has asked them to look at the grants that were awarded to the Town but not budgeted to see if they could be restructured.

Comprehensive Plan- Trustee Pynchon stated that a draft will be completed by the end of the month. The Committee and Boards will review the draft. Once they have a final draft, it will be posted and a Public Hearing will be held at a later date.

Sustainability Committee- Trustee Pynchon stated that they received information from the Environmental Protection Funding for Municipal Food Waste for money for composting.

Shared Service Committee- Mayor Dalton informed the Board that the committee is looking at the Historian being employed by the Town instead of each paying a salary. We both have to have a historian. The Town would bill the Village for a portion of the salary. After Board discussion, the Board agreed that the Historian would be paid by the Town and the Village would be billed after an agreement is worked out.

**COMMUNICATIONS AND INFORMATION:**

Mayor Dalton stated that he received a letter from David Murphy requesting a stop sign on the corner of Judson and Farmer. The topic will be added to the September agenda. Mayor Dalton will circulate the letter. Trustee Larrabee suggested to notify the Complete Streets.

Mayor Dalton informed the Board that he received a letter from Brad and Marilyn Mintener regarding a problem with the sewer lines underneath their building. They are currently working on the problem with Superintendent Hallahan.

**PUBLIC COMMENT:**

None

**OLD BUSINESS:**

- a. **Ethics Code-** Trustee O'Brien stated that he will share the draft with the Board. They lost two members and are looking for suggestions on new members for the committee. Mike Crowe and Trustee O'Brien attended the last meeting. Trustee Pynchon asked if the Town of Canton is involved. Trustee O'Brien stated that Councilperson Washo is copied on all of the e-mails but was unable to attend the last meeting.
- b. **MR Bell Update** – Mayor Dalton informed the Board that they are waiting on the signed contract from Reddick. Dave Ragan has worked on the power. Mayor Dalton received an e-mail from Steve Button regarding the property next door. Attorney Ducharme stated that they are waiting on the deeds and closing documents.

Economic Developer Rodriguez asked for a copy of the deed and contract with Reddick to update the National Grid Grant. Attorney Ducharme will send the documents to Leigh.

- c. **Approve SRO MOU-** Trustee Pynchon made a motion to approve the SRO MOU and authorize the Mayor to sign. Trustee Larrabee seconded the motion. All voted in favor. Motion carries.

**NEW BUSINESS:**

- a. **Authorize payment of vouchers & transfer of funds** – Trustee Proemm made a motion to authorize payment of vouchers & transfer of funds for abstract # **03 of 2018-2019**. Trustee Larrabee seconded the motion. All voted in favor. Motion carries.

General Fund	\$220,748.53	Golf Course	\$73,535.95
Water Fund	\$34,966.58	Joint Activity	\$8,710.73
Sewer Fund	\$65,560.88		

- b. Approve Police/Dispatcher PBA MOA-** Trustee Larrabee made a motion to approve the Police PBA MOA and Dispatcher PBA MOA. Trustee O'Brien seconded the motion. All voted in favor. Motion carries.
- c. Approve Hiring a Police Officer- Adam Clark at \$40,799, start TBD-** Trustee Larrabee made a motion to approve hiring Police Officer, Adam Clark starting at \$40,799 with a start date to be determined. It is dependent upon his background investigation. Trustee Pynchon seconded the motion. All voted in favor. Motion carries.
- d. Approve hiring Brandon Wood for Water/Waste Water at \$45,500, starting 9/4/18-** Trustee Proemm made a motion to approve hiring Brandon Wood for Water/Waste Water at \$45,500, starting on 9/4/18. Trustee O'Brien seconded the motion. All voted in favor. Motion carries.
- e. Approve Rebecca Bliss as Assistant to the Economic Developer, Part-Time \$18/hr--** Trustee Pynchon made a motion to approve Rebecca Bliss as Assistant to the Economic Developer, Part-Time Clerk at the rate of \$18 an hour. Rebecca will working Tuesday, Wednesday and Thursday from 10:00am-4:00pm. Trustee Proemm seconded the motion. All voted in favor. Motion carries.
- f. Appoint Conrad Stuntz as ZBA Chair-** Trustee Proemm made a motion to appoint Conrad Stuntz as ZBA Chair. Trustee Larrabee seconded the motion. All voted in favor. Motion carries.
- g. Appoint Michael K. Morgan to ZBA for Unexpired Term Ending 12/1/2022-** Mayor Dalton tabled the topic. He asked for suggestions from the Board.
- h. Discuss a Village Board Representative for the Assessor Search-** Town of Canton is looking for someone as the Village Board Representative for the Assessor Search. After Board discussion, Trustee Proemm will represent the Village.
- i. Discuss and Possible Act on Accepting Responsibility for the Town's BOA Grant-** Mayor Dalton gave the Board a draft Memorandum of Agreement Between the Town of Canton and Village of Canton regarding the 2018 Brownfield Opportunity Area (BOA). The BOA Grant is for \$195,555 with a 10% match. The grant was awarded to the Town of Canton but they are asking the Village to take responsibility of the grant. Economic Developer Rodriguez has researched what it would take to transfer the grant to the Village. She stated that the responsibilities are defined and clear. The payments would be pushed through the Town and payments would be received quarterly to make the Village whole.

Trustee Pynchon stated that the BOA boundary is with in the Village. It makes sense since it is in the Village and does not believe the grant should be let go.

Attorney Ducharme stated that he has no issues with the draft MOA, since it is clear.

Trustee Pynchon made a motion for the Village to accept responsibility for the BOA Grant and approve the MOA. Trustee Larrabee seconded the motion. All voted in favor. Motion carries.

- j. **Change Date of the September Meeting to the 24<sup>th</sup>**- Trustee Pynchon made a motion to move the September Meeting to September 24<sup>th</sup> and authorized to pay bills the week before the meeting. Trustee O'Brien seconded the motion. All voted in favor. Motion carries.
- k. **Change Date of December Meeting to the 10<sup>th</sup>**- Trustee Proemm made a motion to move the December Meeting to December 10<sup>th</sup>. Trustee O'Brien seconded the motion. All voted in favor. Motion carries.

## RESOLUTION

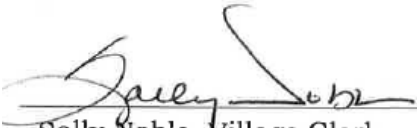
WHEREAS, Section 987 of the Real Property Tax Law provides for the Tax Collector to mail a notice to each owner of real property upon which taxes remain unpaid on the current tax roll to which his/her warrant relates, and

WHEREAS, the governing body of the Village of Canton must adopt a resolution setting the fee for the mailing of such notice. The additional penalty can be set at zero (\$0.00) dollars but not more than two (\$2.00) dollars to be charged against each parcel requiring this second notice.

NOW, THEREFORE BE IT RESOLVED that the Village of Canton does hereby approve the penalty of zero (\$0.00) dollars to be charged against each parcel requiring this second notice.

Motion made by Trustee Pynchon and seconded by Trustee O'Brien to approve the above resolution. All voted in favor. The motion carries.

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Sally Noble, Village Clerk

August 20, 2018

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Date

- l. **Resolution Regarding the Second Notice Fee-** Trustee Pynchon made a motion to approve the Resolution regarding the second notice fee. Trustee O'Brien seconded the motion. All voted in favor. Motion carries.

- m. Local Government Conference- October 9, 2018-** Clerk Noble informed the Board about the Local Government Conference on October 9, 2018. She stated that if anyone would like to attend to please let Deputy Clerk Cara Adams know and she will sign everyone up.
- n. Recreation Bill for Pavilion Floor-** Mayor Dalton added the Recreation Bill for the Pavilion Floor to the agenda. He stated that the Town of Canton has had some resistance paying for the Pavilion floor. Mayor Dalton proposed waiving the past due amounts that the Town owed and accept payment for 2018. There are five more bond payments, last payment is July 1<sup>st</sup> 2022. In 2005, Town of Canton made a one-time \$62,000 payment towards the floor. The Town has been discussing the feasibility of the Pavilion.

Trustee Pynchon made a motion to waive the payments from 2008-2017 and accept payments for 2018 in the Towns 2019 budget. Trustee Larrabee seconded the motion. All voted in favor. Motion carries.

**PUBLIC COMMENT:**

None

**Executive Session** -Trustee O'Brien made a motion to enter into executive session at 7:32 PM for a purpose as identified in Public Officers Law §105(1) (f). Trustee Proemm seconded the motion. All in favor. The motion carries.

Trustee Pynchon made a motion to come out of executive session at 8:45PM. The motion was seconded by Proemm. All voted in favor. The motion carries.

Trustee O'Brien made a motion to adjourn the meeting at 8:48PM. Trustee Proemm seconded the motion. All voted in favor. The motion carries.

Respectfully submitted,

Cara Adams  
Deputy Clerk