

**TOWN OF CANTON REGULAR
BOARD MEETING BY ZOOM**

6:00 PM

April 8, 2020

Minutes

Present: Supervisor Mary Ann Ashley, Deputy Supervisor Bob Washo, Council members James Smith, Tim Danehy and Karin Blackburn

Also in Attendance: Attorney Eric Gustafson, Town Clerk/Tax Collector Lisa Hammond, Deputy Town Clerk Heidi Smith, Economic Development Director Leigh Rodriguez, Assessor Cindy Brand, Angela Gray of Gray and Gray, Recreation Director Jim Putman, Code Enforcement Officer Jeff Murray, Historian Linda Casserly, Justice Mike Morgan, Adam Akinson, Ellis Giacomelli, Ryne Martin of Liberty Utilities, Village of Canton Mayor Mike Dalton and Trustees Klaus Proemm, Carol Pynchon and Anna Sorensen.

Absent: Highway Superintendent Terry Billings

A. Call Meeting to Order: Supervisor Mary Ann Ashley called the meeting to order at 6:08 pm siting direction and rules to the meeting being held by Zoom.

Supervisor Mary Ann Ashley noted that Carol Pynchon and Anna Sorensen are the moderators for the Town meetings.

B. COVID 19 Town of Canton Update: Supervisor Mary Ann Ashley held a moment of silence in remembrance of the people that have been affected by the COVID 19 virus, and especially for the front-line responders and medical personnel.

Supervisor Mary Ann Ashley gave a brief update on how the Town of Canton has responded to the COVID 19, Corona Virus. Ashley stated that she, Mayor Mike Dalton of the Village of Canton met with Dana McGuire of Public Health and Matt Denner of Emergency services on March 11th, 2020. Ashley added that there will be daily updates, now upon Ashley's request, and discussions with Dana McGuire of St. Lawrence County Public Health with Town Supervisors and Village Mayors. St. Lawrence County will be placed under the Ray Brook office at this time. Ashley stated she was in contact with Matt Denner, St. Lawrence County Emergency Services. An update will be placed on the Town of Cantons website. On March 16, 2020 the Municipal Building was closed to the public. On March 18, 2020 Supervisor Mary Ann Ashley declared a State of Emergency and placed a spending freeze on all Departments in the Town of Canton. Town employees were placed on staggering hours to cover the duties of their offices and positions. Ashley stated these things were necessary due to the Governor's directive.

C. Public Comment: none

D. County Legislature Representative(s) Updates: none

E. Approval of Minutes

Regular Meeting 3/11/2020 Special Meeting 3/30/2020
Special Meeting 3/31/2020 Special Meeting 4/2/2020

Motion to approve minutes made by Council member Bob Washo, seconded by Council member Karin Blackburn. All in favor. Motion carries.

F. Supervisor Report:

Angela Gray of Gray and Gray read over the monthly report of the Supervisor's Office, which was sent to the Town Council prior to the meeting. Questions and answers were received and fund balances were discussed.

AUD "Annual Update Document" has been extended its deadline until April 30, 2020 and in light of what's taken place with the COVID 19 Gray and Gray will provide the Town board with a forecast after April 15, 2020.

Supervisor Mary Ann Ashley noted that there are still two accounts that need to be shut down. The Insurance account and Consolidated Health account. Angela Gray and Ashley to discuss this matter.

Motion to approve Supervisor Report made by Council member Bob Washo, seconded by Jim Smith. All in favor. Motion carries.

G. Correspondence:

Supervisor Mary Ann Ashley stated that she has been flooded with emails from the State and Legal Counsel.

H. Audit Committee:

A: \$77,710.65
B: \$4,237.53
SL: \$315.37
TA: \$15,751.15
DA: \$29,479.51
DB: \$9,501.41
SF: \$14,774.06

Motion made by Council member Jim Smith to approve expenditures, seconded by Council member Tim Danehy, all voted in favor. Motion carries.

I. Acceptance of Department Reports:

Town Clerk/ Tax Collector Lisa Hammond stated that taxes collected to date is at 85.87 % adding that Deputy Heidi Smith continue to work in the office and at home. Hammond noted that her office has not been cleaned in over two weeks. Hammond requested that the custodial staff sanitize her office as soon as possible. Hammond ended with stating that she has been in contact with each department in hoping to keep communication open.

Supervisor Mary Ann Ashley added that both Hammond and Smith are helping her out on matters with the Supervisor's Office in the absent of Sue Huntley

Economic Developer Leigh Rodriguez stated both she and her assistant Jeni Reed have been working from home and staying very busy. Both are keeping up with the programing and two newsletters have been created and mailed out to date. Communication with the Business community has continued. Rodriguez submitted one reimbursement to the State earlier in March and noted that it takes time and not sure if any funds will come to us as it's a match only.

Historian Linda Casserly stated that she has been working from home and asked for permission to enter the building after 4 pm to retrieve old newspapers to work with. Casserly added that the Historians Facebook page is coming alive soon.

Assessor Cindy Brand stated that she is receiving her voice mails through email now and that she had a difficult time connecting with the State as for as the RPTL Brand noted that the deadline was not extended for tax roll submission. Brand worked with Code Enforcement Officer Jeff Murray on building permits. Council member Bob Washo stated that he will assist Brand with any computer matters as for as meeting with the public on Zoom.

Council member Tim Danehy added that he thought Brand did a good job covering her office with everyone in the State being in the same boat due to the COVID 19.

Justice Mike Morgan stated that the new State mandates have been extended to the end of April due to the virus per Governor Cuomo. Local arraignments are being done at the County or by the Ogdensburg City Judge at this time. Morgan added that he is doing night arraignments when called upon and that Court Clerk Marc Armstrong is going in the office once a week to do deposits and reports. The court system is working a using Skype for arraignments.

Code Enforcement Officer Jeff Murray stated that construction is slowing down. Murray noted that only one contractor can work on a construction site at this time Murray has been going around to job sites and keeping them informed. "It's been crazy out here and challenging"

Supervisor Mary Ann Ashley added that Murray is coming into the Municipal Building after 4 pm.

Council member Bob Washo stated that he will assist Murray with setting up Zoom sessions with the Planning and Zoning Boards. Washo also reminded Murray about the Solar Moratorium on battery and energy storage issue. State Burning Ban is from March 15, 2020 to May 15, 2020.

Recreation Director Jim Putman stated that he is still working either 8 am to 4 pm or 9 am to 5 pm at this time and staying more than busy.

Motion made by Council member Bob Washo to accept department reports as presented, seconded by Council member Karin Blackburn, all voted in favor. Motion carries.

J. Committee Reports:

Committee member Bob Washo stated that he talked with Highway Superintendent Terry Billings and that there are four-man crew grating roads at this time. Billings will watch the weather to utilize another crew for next week to be the most productive. Billings has requested \$10,000.00 for stone that is needed to complete the Towns gravel roads, along with \$5,000.00 in patching materials.

Council member Jim Smith questioned if the plan of staggering the work crews basically 50/50 is going to continue or will Superintendent Billings have free range to do as he pleases and bring them in when he wants. Supervisor Ashley noted that a plan was negotiated with CSEA and that's how it should stay. Smith wants to see better communication and wants board members aware of it along with the union. Council member Bob Washo agrees with Smith and wants to see them split days. Council member Jim Smith noted that a lot of time was spent talking to the Union, employees and Highway Superintendent Billings on the matter. Washo noted CSEA was slow to respond to the matter.

Motion made by Council member Jim Smith to spend up to \$15,000.00 in materials to keep the highway crew working, seconded by Council member Bob Washo, all voted in favor. Motion carries.

Council member Jim Smith stated that he wants both Council members Karin Blackburn and Tim Danehy to know what's going on with the Highway, especially with expeditors.

K. Old Business: none

L. New Business:

1. Discuss and take action on Town hiring freeze:

Supervisor Mary Ann Ashely stated that she declared a Thirty-day State of Emergency on March 18, 2020 and noted that the Town employees' hours of operations have been adjusted due to the COVID 19 Virus.

Ashley is proposing a Resolution dated April 8, 2020 proclaiming the State of Emergency and hiring freeze for 30 days from March 30, 2020

Motion to accept resolution made by Supervisor Mary Ann Ashley, seconded by Council member Tim Danehy. All voted in Favor. Motion carries.

See attached Resolution

Council member Tim Danehy noted that there are no current vacancies at this time.

2. Complete Streets Task Force Recommendations:

Supervisor Mary Ann Ashley stated that discussions of resolutions and letters in support of improving the shoulder of Highway 68 by both the Town and Village of Canton have been held on a request from the Complete Streets Committee members. New York State Department of Transportation needs these items. The portion of Hwy 68 stretches south from the Village through the Town of Canton and is due for a make over this summer. The Complete Streets Committee has made several recommendations to the boards.

Committee member Klaus Proemm wants the boards to recommend improving the shoulder along that road in the form of a letter.

Council member Bob Washo would like to see both the Town and the Village write letters and do resolutions. Council member Tim Danehy questioned crosswalks outside the Village speed zone. Klaus Proemm will check into the crosswalk issue. It was decided that Proemm will work with the Village of Canton and Bob Washo will work with the Town.

3. 2nd Notice charge for Taxes:

Motion by Council member Tim Danehy to place a \$2.00 additional fee on tax payers bills that have not paid anything at all to date, seconded by Council member Karin Blackburn. All voted in favor. Motion carries.

4. Town/Village Constable/Peace Officer Agreement:

Supervisor Mary Ann Ashley stated that this has been in the works for a while and that when the position was created some things didn't get done correctly. The Constable/Peace Officer will provide armed security for the Town and Village of Canton Justice Court, Court personnel and visitors to the courtroom and court offices. Lester Lasala is the current Officer and will remain so. The Justices will have Supervision over the Officer. The Officer will keep peace and order in the Court sessions. The position has been registered with the Division of Criminal Justice. The Canton Village Police will train the Officer and the Officer will follow the Police Departments force policy. The Canton Village Police will maintain the Officers weapon and both the Village of Canton and Police Department will be held harmless in any actions that may arise out of the Officer's actions.

Supervisor Mary Ann Ashley noted that the Town of Canton is not allowed under municipal law to own a firearm.

M. Public Comment:

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 identified as proper by Public Officers Law 105(1)

7:28 PM Council member Tim Danehy made a motion to go into 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 identified as proper by Public Officers Law 105 (1) F and H, seconded by Council member Supervisor Mary Ann Ashley. All voted in favor. Motion carries.

8:08 PM Council member Tim Danehy made a motion to come out of executive session, seconded by Council member Jim Smith, all voted in favor. Motion carries.

Motion made by Jim Smith to approve Town/Village Pease Officer Agreement, seconded by Council member Karin Blackburn, all voted in favor. Motion carries.

8:09 PM Council member Karin Blackburn made a motion to adjourn, seconded by Supervisor Mary Ann Ashley. All in favor. Motion carries.

Respectfully Submitted

Lisa A. Hammond - Town Clerk

RESOLUTION ____
April 8, 2020
Town of Canton
COVID-19 Response
State of Emergency Proclamation Extension
Spending and Hiring Freeze

WHEREAS, beginning at the end of February, 2020, the Coronavirus Pandemic started whereby impacting all levels of government; and

WHEREAS, the Town of Canton's immediate action included the Town Supervisor Proclaiming a State of Emergency on March 18, 2020 for 30 days; and

WHEREAS, staffing and town operations were adjusted according to the NYS Governor's directives, and a spending freeze was immediately implemented; and

WHEREAS, the Town Supervisor will be extending the State of Emergency for another 30 days; and

WHEREAS, the Town Board supports the extension of the State of Emergency and the spending freeze and also wishes to impose a hiring freeze effective immediately; be it therefore

RESOLVED, that the Canton Town Board hereby supports and approves the extension of the State of Emergency Supervisor Proclamation and the spending freeze; and be it further

RESOLVED, that the Town Board of the Town of Canton hereby imposes a hiring freeze effective immediately.

4/8/2020

Date



Town of Canton