

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

6:00 PM

June 10, 2020

Minutes

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

Also in Attendance: Attorney Eric Gustafson, Town Clerk/Tax Collector Lisa Hammond, 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, Court Clerk Marc Armstrong, Adam Atkinson, Ellis Giacomelli, Toby Irwin, Jeff Farrell and Karen White of NYPA, County Legislator Kevin Acres and zoom moderators Carol Pynchon and Anna Sorensen.

Absent: Highway Superintendent Terry Billings and Deputy Supervisor Bob Washo

A. Call Meeting to Order: Supervisor Mary Ann Ashley called the meeting to order at 6:06 pm being held by Zoom. Supervisor Mary Ann Ashley went over the rules of using zoom and noted that Carol Pynchon and Anna Sorensen are the moderators for the Town meetings.

Addition to Agenda: New Business: Authorize Supervisor May Ann Ashley to sign DANC Agreement.

Supervisor Mary Ann Ashley stated that on behalf of the Town of Canton they extend their condolences to the family of Council member Bob Washo on the passing of his father.

Ashley also held a moment of silence in light of the civil unrest in our country.

B. COVID 19 Town of Canton Update: Supervisor Mary Ann Ashley gave a brief update on how the Town of Canton is responding to the COVID 19, Corona Virus.

Ashley stated that she is not going to extend her State of Emergency for the Town of Canton, adding that the spending freeze and hiring freeze will remain in effect. Weekly phone conferences with the County continue. The Town and Village are working together on a writing a draft safety plan on reopening the building which is mandated by the State to be on file. The municipal building is still closed to date and will continue to be closed.

Masks are available. All departments have been supplied with PPE items. The Municipal Building has been cleaned.

C. Public Comment: none

D. County Legislature Representative(s) Updates: Kevin Acres was present via zoom.

Acres gave updates as follows: Both County Legislators Nance Arquiatt and Henry Leader have stepped down due to a ruling from the board of ethics. Both members had a conflict due to working for other municipalities and New York State.

A brief discussion was held on sales tax monies being down about 2 million dollars. Acres is hoping with car dealerships opening back up, sales tax will pick back up.

A one-year extension resolution was passed with the City of Ogdensburg for one year to keep sales tax formula the same.

E. Approval of Minutes

Regular Meeting 5/13/2020 Special Meeting 5/8/2020

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

F. Supervisor Report:

Angel 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.

Gray stated that the AUD has been completed.

Supervisor Mary Ann Ashley and Gray have held meetings, looking at projections, in anticipation of revenue decreases due to the Covid19.

Gray noted that the Town has done a good job so far on controlling spending.

Supervisor Ashley added that the State Comptroller is changing the format on how the AUD's will be filed in the future it will now say it's an Annual Financial Statement

Ashley noted that the 2021 budget calendar will be going out to the board members a month early this year due to all the new nuances, Ashley thanked Gray for all their work.

G. Correspondence:

Supervisor Mary Ann Ashley noted correspondences

The NYPA notice of phase one and phase two for the Moses Adirondack transmission line. Public Notice was filed by the State on May 26, 2020. The public has a 30-day time frame to comment on that notice, which is online, in libraries and the Town has a copy.

A letter was received from the Canton Chamber of Commerce recognizing that the Town is in a financial dilemma, but asked that the Town Board view their

financial contribution to the Chamber as an investment and make no change to their current allocation of monies from the Town of \$5,500.00.

Jefferson County Department of Planning. We are part of the North Country Home Consortium and they are asking the Town of Canton to continue being part of this. Supervisor Mary Ann Ashley stated that the Town does not want to withdraw from them.

H. Audit Committee:

A: \$25,468.32
B: \$34,666.68
SL: \$278.76
TA: \$15,751.15
DA: \$140,643.78 (\$118,911.00 new truck purchase, previously agreed upon)
DB: \$6,751.06
SF: \$3,267.16

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

I. Acceptance of Department Reports:

Economic Developer Leigh Rodriguez stated that on May 29, 2020 Phase 2 of reopening allowing some places to public access. On June 4, 2020 restaurants can offer outdoor seating to the public. Weekly newsletter is still going out. Rodriguez stated that all grants are on hold per Department of State, which includes reimbursements. Bids were received on the Maple Hill water extension project and reviewed by the engineer. Rodriguez gave an overview of her written report.

Dairy Queen has their contractor and is moving forward.

Discussion was held on moving forward with the COVID19 Recovery Loan Program for local businesses. The program is designed to help with short term relief and access to working capital in response to the COVID. The USDA Grant funds will remain available at the discretion of the Town. Terms were discussed at last month's board meeting. To request an application contact Leigh Rodriguez or visit the website.

Recreation Director Jim Putman announced in consultation with the Recreation committee it has been decided to cancel summer programming. As Phase 4 unfolds, hopefully Taylor Park will open.

Code Enforcement Officer Jeff Murray stated he been very busy. Several houses being build. CR 27 project is progressing nicely. Murray stated he is glad to see construction opening back up.

Clerk/ Tax Collector Lisa Hammond went over final tax collection figures. Hammond noted that the Highway crew made a temporary barrier to sit on the Clerks counter. Hammond thanked Mike Shaw for his construction skills.

Assessor Cindy Brand stated that Code Enforcement Officer Jeff Murray has been filling her desk with building permits. Brand announced that the Enhanced Star Income limit for School year 2020-2021 and going forward went up to \$90,550.00. Brand also noted that the equalization rate is at 90%, which means the market values are rising faster than the assessed values.

Historian Linda Casserly stated that she has been working from home. Casserly noted that Frank White will be celebrating his 102nd birthday.

Supervisor Mary Ann Ashley thanked Town Attorney Eric Gustafson for his work with the Town.

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

J. Committee Reports:

Supervisor Mary Ann Ashley stated that she and Council member Jim Smith met and had discussions on the non-contractual policy.

Supervisor Mary Ann Ashley stated that she and Council member Karin Blackburn held discussion on health insurance.

K. Old Business: none

1. NYDOT Shared Service Agreement:

This matter was approved last month as a four-year agreement. Council member Tim Danehy made a motion to rescind the four-year agreement and bring the matter back to the table at a later meeting date when Council member Bob Washo is present, seconded by Council member Karin Blackburn. All voted in favor. Motion carries.

2. Consider and discuss River Street Planning/Development Zoning Contract:

Discussion was held on the Zoning Contract with River Street. Supervisor Mary Ann Ashley reminded the board members that this was not budgeted for and that there is a spending freeze on due to COVID19. Council member Tim Danehy agrees with Supervisor Ashley. Council member Jim Smith noted that this was supposed to be the next step following the Comprehensive Plan that was approved and executed last year at a cost of \$30,000.00. Smith stated once agreement is signed, work will start and then billing will follow.

Supervisor Ashley stated that she is not against the contract agreement but wants to abide by the spending freeze that is in place.

Motion to approve the \$16,000.00 Contract by Council member Tim Danehy, seconded by Council member Karin Blackburn. All voted in favor. Motion carries.

3. Village Streets Annexation-Outer State/Judson/Miner:

This matter to be placed on calendar for a Joint Town/Village meeting
Attorney Eric Gustafson stated that he and Village Attorney Ducharme have had numerous discussions on the matter. Gustafson wants to see a group discussion between the Village and Town Board members to talk about options.

L. New Business:

1. NYPA Request for Grant of Easement Right of Way Parcels 42 -D &E

Discussion was held on the easement right of way about .4 acres of Town land near Hermon-Pyrites Rd (CR21) with NYPA to allow the State access to the Moses-Adirondack transmission line. Jeff Farrell was present and noted that this is a permanent easement. The easement would be used for construction crews and Michaels Contractors and Northern Cleaning to get equipment to the lines to allow for maintenance and inspections. This would help to complete the 90-mile project as well. Council members Tim Danehy and Jim Smith suggested tabling the matter to consult with Attorney Gustafson and review the easement for modifications and continue negotiations later. Danehy wants to consult also with Town Highway Superintendent Terry Billings.

2. Town Board Authorization to Transfer Funds & Close 2 accounts:

Supervisor Mary Ann Ashely was given authorization to close two bank accounts, a consolidated health account and a health insurance fund. Total of accounts are \$5319.20 of which will be transferred to the A Fund.

Motion made by Council member Tim Danehy, seconded by Council member Karin Blackburn. Motion carries. All voted in favor.

See attached resolution

3. Resolution-Encouraging Landowners to Use Marginal Lands prior to sale or when signing Lease for Large Scale Solar Arrays.

Tabled

4. Set date for Town/Village Joint Meeting: Tabled

5 DANC GIS Service Proposal: Tabled

6 Recognition of Pride Month

A rainbow flag is currently flying in front of the Canton Municipal Building. Council member Tim Danehy read a quote from Carol Pynchon.

Council member Tim Danehy made a motion supporting flying a rainbow flag each June for the entire month of pride, making this an annual event, seconded by Supervisor Mary Ann Ashley. All voted in favor. Motion carries.

7 DACK Agreement for Loan Fund:

Supervisor Mary Ann Ashley requested authorization to sign DANC agreement for the Loan Fund not to exceed \$10,000.00.

Ashley added that they will be added to the Towns liability policy.

Motion was made by Council member Tim Danehy, seconded by Council member Karin Blackburn. All voted in favor. Motion carries.

M. Public Comment:

Toby Irwin talked about technology and the zoom process. Irwin wants the Town to consider broadcasting the meetings possibly by zoom.

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)

7:30 PM Council member Jim Smith made a motion to adjourn, seconded by Council member Karin Blackburn. All in favor. Motion carries.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Lisa A. Hammond". The signature is fluid and cursive, with the first letters of the first and last names being capitalized and prominent.

Lisa A. Hammond - Town Clerk

RESOLUTION 12

Town of Canton

June 10, 2020

**Town Board Authorization to Transfer Funds and
Close Two Additional Bank Accounts**

WHEREAS, beginning January 2018, it was discovered by the Town Board that the Town of Canton's financial systems/structure comprised of 29 bank accounts set up as checking, savings and CDs; and

WHEREAS, the New York State Comptroller's Office indicates that municipalities should not have extensive amount of accounts to govern the municipality; and

WHEREAS, beginning in January 2018, the Canton Town Board conducted extensive fiscal examination, due diligence and immediately instituted internal and external audit controls of town finances. On 12/3/18, the Town Board directed Supervisor Mary Ann Ashley to transfer funds from ten accounts to the appropriate accounts and close the accounts; on 12/11/19 the Town Board directed Supervisor Ashley to transfer funds from three additional accounts to the appropriate accounts and close said accounts; and

WHEREAS, on 12/23/19, let it be noted that the Town paid back ten interfund loans that were transacted in January 2018 and prior in the amount of \$179,139.19; and

WHEREAS, the Canton Town Board continues to research and thoroughly examine its finances and has two additional accounts to transfer funds and close;

BE IT RESOLVED THAT, the Canton Town Board recognizes the record of transferring and closing ten bank accounts totaling \$9667.88 in December 2018 and transferring and closing three additional accounts totaling \$6407.75 in December 2019; and

NOW THEREFORE BE IT FURTHER RESOLVED, the Canton Town Board hereby directs Supervisor Ashley to transfer a total of \$5319.20 from two Health Insurance Accounts to the A-Fund.

	HEALTH INSURANCE FUND 11003156	A-TOWNWIDE- 11000017	\$144.05
	CONSOLIDATED HEALTH INSURANCE 12175634	A-TOWNWIDE- 11000017	\$5175.15

Date

Town of Canton