

# Village of Canton, New York

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## **VILLAGE BOARD MEETING Meeting Minutes: March 30, 2020**

### **Board Present:**

Michael Dalton, Mayor  
Beth Larrabee, Trustee  
Klaus Proemm, Trustee

Carol Pynchon, Trustee  
Anna Sorensen, Trustee

### **Others Present:**

Gerald Ducharme, Village Attorney

Sally Noble, Clerk/Treasurer

Brien Hallahan, Superintendent  
Cara Adams, Deputy Clerk  
Leigh Rodriguez, Economic Developer  
Kevin Maginn, Golf Pro.

Jim Putman, Recreation Director  
James Santimaw, Police Chief  
Jeni Reed, Part-Time Clerk ED  
Linda Casserly, Historian

**ORDER OF BUSINESS: Mayor Dalton opened the meeting up at 6:39pm via Zoom.**

**Mayor Dalton added the following under New Business:**

**f. Complete Streets Proposal for Route 68 Repaving-**

a. **Approve minutes of February 18 and March 10, 2020-** Trustee Larrabee made a motion to approve the minutes of February 18 and March 10, 2020. Trustee Proemm seconded the motion. All voted in favor. Motion carried.

**ACCEPTANCE OF DEPARTMENT HEAD REPORTS:**

Trustee Sorensen made a motion to accept the Department Head Reports. Trustee Proemm seconded the motion. All voted in favor. Motion carried.

**Recreation Report-** Recreation Director Putman stated that they have finished removing the ice, completely cleaned the floor at the Pavilion, we have cleaned and sanitized the building to the best of our abilities in case of use by the Community. Working on some Dasher Boards, limited due to the staffing reduction. Working on cleaning up the zamboni to be stored for the spring and summer. Will transition to working outside at Bend and the River and Taylor Park. Ready to get things rolling for the summer.

Trustee Pynchon asked Recreation Director Putman if he has heard of anything from the Canton Canoe Weekend folks? Recreation Director Putman had not heard anything. Trustee Pynchon stated she doubted the Canoe Weekend would be a go at this time, but if Recreation Director Putman hears anything to let her know.

**Police Report-** Chief Santimaw stated that they are running at full staff with normal schedule. All set with gloves and tyvek suits. Staff had one mask per person but the fire department was able to help out with smaller masks for the girls. Mr. Waclyzyk's office dropped off a small box of masks. Everyone is upbeat and doing well. They are

following all of the rules and regulations in being safe.

Mayor Dalton asked if they have noticed anyone congregating in groups? Chief Sanitmaw stated that the Officers are keeping an eye out for that and no one has reported back, except the School Resource Officer meets the school bus at Law Lane when the free meals are being handled out, that is the largest grouping they have noticed.

Trustee Pynchon thanked him for everything and to pass along to his crew.

Trustee Sorensen asked if he was made aware of any scams to the older population. Chief Santimaw stated that nothing with Covid-19 and nothing out of the ordinary.

**Code Officer Report-** Code Officer Murray was not on the call.

**Treasurer's Report-** Treasurer Noble added that the Clerk's Office is working in shifts. The Office Staff has their phones at home, if they need to be reached. She reached out to the other departments to check on them. She stated that the crew is doing really good; water bills were sent out and payroll was completed. She informed the board that the Office is here for the other departments and the Board.

Mayor Dalton added that they are currently working on the Budget. The information will be sent to the Board soon. He discussed setting up Budget Work Sessions via Zoom.

Trustee Pynchon thanked Treasurer Noble and her Office.

**Code Compliance Technician-** Code Compliance Technician Tim was not on the call.

**Economic Developer Report-** Economic Developer Rodriguez stated that things were coming in fast and furious and she has been keeping it in front of the businesses. She has been communicating with other Developers around the region sharing information and resources. The information should be up to date on the webpage. She stated that there are a lot of things available through SBA and some local loan programs for the businesses. The construction projects are currently on pause. She stated that she is trying to stay on top of the information and resources available for the businesses.

Trustee Pynchon stated that Economic Developer Rodriguez and Part-Time Clerk Jeni Reed have been keeping on top and organizing the information for the Covid page of the website. She encourages everyone to go to the website and look and share the information.

**Historian Report-** Historian Casserly informed the Board that she is keeping Renice and Rachel engaged. Stephen is in Key West and has been working on genealogy requests.

**Superintendent Report-** Superintendent Hallahan shared three things with the Board:

1. DPW Staff is half working each week and alternating weeks. They started spring pick up early.
2. Spoke with the engineering firm on the Maple Hill Water Project. Department of Health had reviewed the drawings. Tisdell has made the changes and the documents are being sent for signature. After the project can go out for bid.

Empire State Development and another agency need to get a complete set and sign off.

3. Water and Sewer Department are alternating shifts.

Trustee Pynchon asked Superintendent Hallahan if he wants to do publicity on the Spring Pick up? Superintendent Hallahan stated due to the weather and people being at home it has started. He asked for Trustee Pynchon to do an announcement of the pick up until the second Friday in May. Trustee Pynchon said Kudos to Superintendent Hallahan's crew especially the Waste Water and Water guys regarding the statement that was posted. She thinks it was reassuring and helpful to the public. Trustee Pynchon asked Superintendent Hallahan if they have been able to do anything with the compost pick-up during this time? Superintendent Hallahan stated that he thinks they have been able to keep up with it but he will check on it in the morning.

## COMMITTEE REPORTS

**Complete Streets-** Trustee Proemm stated that before the Covid hit, Dana MaGuire from Public Health attended a Complete Streets meeting and they are interested in working together to improve the walking/biking between the Human Service Building and the Village. Mainly a better shoulder on 310 and the path into the Village. Will reconvene at a later date.

Work is continuing on the Remington Trail signage project.

**Communication and Technology-** Trustee Sorenson stated that they have been busy. Working out the kinks in Zoom and putting together the processes. Thanked everyone who attended the training process. Thanked Town Councilpeople Karin Blackburn and Bob Washo for moderating for the Village. Trustee Sorenson stated that moving to Google Drive was not intended for this but it has been working very well. The Committee is working on the website and keeping business on the top of the screen to keep people in the loop at this time.

Trustee Pynchon stated that if the staff has announcement and information that would be useful to add there to let them know.

**Golf Committee-** Trustee Pynchon stated that Golf Pro Kevin Maginn would like to get the Golf Club open but we need to be mindful of the executive orders coming down. At this time the golf course and clubhouse will remain closed, no permitted Golf. The State courses are trying to open up by the 15h. Trying to be flexible but be attentive to what the Public wants but need to keep people safe.

Golf Pro Kevin Maginn stated that people have been walking around the trail and people are playing golf. He stated the grass is green and dry. He is receiving phone calls to see what the status is. He stated he spoke with Golf Courses downstate, the golf courses are open with very strict rules, Clubhouse is closed, business through the Proshop window, flag poles are not to be touched, no carts are to be used, no services/benches/water, spread out on the greens and not stand near each other. He thinks it is bad if he tells people that they can not paid. He is telling people to wait and see about memberships and to mail in the membership

applications.

Trustee Pynchon asked what the downstate golf courses are charging. Golf Pro Kevin Maginn stated that it ranges from \$18-\$20.

Golf Pro Kevin Maginn stated that it is a hard decision to make but when the decision is made he will be ready to go.

Trustee Pynchon stated that they will be in touch with him.

Mayor Dalton stated it is day to day based on the guidelines.

Trustee Larrabee stated that the new Vendors Karen Stowell and Ray Lobdell at the Golf Course have been cleaning and will be ready to go when they open. Rent will not be due for April since it is not opened. Have done a lot of work cleaning, reorganizing and doing inventory.

#### **COMMUNICATIONS AND INFORMATION**

Mayor Dalton shared the latest number from the County Health Department:

23 Positive Cases

No Hospitalized (that he knows of)

1 Listed in Canton (could be Town or Village)

Mayor Dalton will do the best he can to get that information out to the Board.

Mayor Dalton thanked Trustee Sorensen and Trustee Pynchon for keeping the Website and Facebook Page updated.

#### **PUBLIC COMMENT**

Linda Casserly thanked the businesses that are still opened for food pickup, Nature Storehouse, Nola's and Sylvia's. Make an effort to keep their businesses open.

Mayor Dalton stated it is important to keep our small businesses open.

#### **OLD BUSINESS**

a. **Zoning Audit Update-** Attorney Ducharme informed the Board that he spoke with Monica last week, regarding modules that she had identified for the Village to use. Monica is working on identifying any changes to the mapping district due to the Comprehensive Plan. Attorney Ducharme stated that Monica will need to have some discussion with Economic Developer Rodriguez and/or Trustee Pynchon regarding the corridor by the railroad track from Park St. to the River. She is concerned we might want to rethink the uses in the Comprehensive Plan for that corridor. Monica is going to think about it. Everything is preliminary.

b. **Green Living/Sustainability Postponed Until Fall-** Trustee Proemm stated that the Green Living Fair has been postponed until November.

## **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 # 10 of 2019-2020. . Trustee Sorenson seconded the motion. All voted in favor. Motion carried.

General Fund	\$126,074.31	Golf Course	\$5,334.76
Water Fund	\$23,846.80	Joint Activity	\$7,696.36
Sewer Fund	\$24,172.14		

- b. **Approve Fire Department Members: Collin Carroll & Ellie Stripp-** Trustee Larrabee made a motion to approve Fire Department Member: Collin Carroll & Ellie Stripp. Trustee Sorensen seconded the motion. All voted in favor. Motion carried.
- c. **Discuss and Approve Police Department/Court Agreement-** After Board discussion the Board decided to table the topic until speaking with the Town of Canton. The Board decided it will be discussed and approved at the next meeting.
- d. **Discuss and Approve the waiving of fees associated with Water & Sewer payments-** Mayor Dalton stated that a decision had to be made prior to the Board meeting since bills had to be sent out. He stated that Deputy Clerk Adams had to work with the accounting program to waive the fees associated with the Water & Sewer Payments. Absorbing the fees for the late fees and to pay online with a credit card. He stated that these are usual times and circumstances. He believed it was in the best interest of the staff and customers to waive the fees at this time. Trustee Pynchon stated she appreciates waiving these fees. All the Board members agreed.
- e. **Discuss AT&T Proposal to construct a Cell Tower on Village Property-** Mayor Dalton stated that AT&T proposed to construct a Cell Tower on the wetlands. Mayor Dalton stated that the rent is below what we receive but they will be doing site work for this location. They will be reviewing the site with an engineer at a later date. Mayor Dalton stated that this is a revenue stream for the Village and would be extending service. After the Board discussion, the Board decided to have Mayor Dalton to move forward with the proposal. Mayor Dalton said as this continues he will update the Board.
- f. **Complete Streets Proposal for Route 68 Repaving-** Mayor Dalton stated that New York State will be repaving Route 68 towards Colton. Complete Streets circulated a letter about what they would like to happen. Mayor Dalton shared his thoughts with Trustee Proemm via email regarding the road being narrow and narrow shoulders. He stated it would be major reconstruction to make it like Route 68 going the other way. Mayor Dalton stated that he supports a Letter of Support for the reconstruction but brought up that most of this road is in the Town of Canton. He stated that only 1,100 feet is in the Village of Canton and 29,000 feet is in the Town of Canton.

at Trustee Proemm stated that they are asking the Town of Canton for a letter of support the next Town of Canton meeting. He stated this would be the time to ask since they will be repaving.

Trustee Pynchon and Trustee Sorensen stated they are in favor of the Letter of Support from the Village.

Mayor Dalton is interested to see what happens with the State budget at this time.

Mr. Toby Irven made a comment that this is about process. Complete Streets is run over with a steamroller from NYSDOT(is that right?) most of the time and they ignore Complete Streets. He thinks this is the time that the Village and Town speak up and demand more. He stated he has been working with Complete Streets and NYSDOT for 11 years and they have received very little out of them.

Mayor Dalton stated that the Village of Canton supports this.

### **PUBLIC COMMENT**

Bob Washo stated he wanted the Boards to think about how Committees should continue to function and have the Communications and Technology Committee to create the process that committees can continue to meet independently virtually, so business is carried on as much as possible during this period.

Trustee Pynchon agreed. She stated that some Committees have been meeting via Zoom. She asked if another Zoom account should be set up and how do you handle when Committees meet at the same time?

Bob Washo stated that they could set up a Committee Account and have a Google Calendar to reserve for the Committee to use.

Trustee Pynchon agreed and the Communications and Technology Committee will discuss.

Trustee Pynchon stated that the Joint Town and Village Meeting can be rescheduled. She asked Mayor Dalton to speak with Supervisor Ashley.

Mayor Dalton stated that he will speak with Supervisor Ashley.

### **EXECUTIVE SESSION-**

Trustee Sorensen made a motion to enter into executive session at 7:39pm for purpose as identified in Public Officers Law §105(1) (e,h). Trustee Larrabee seconded the motion. All in favor. The motion carries.

Trustee Pynchon made a motion to come out of the executive session at 8:07PM. The motion was seconded by Trustee Larabee. All voted in favor. The motion carries.

Trustee Proemm made a motion to adjourn the meeting at 8:10PM. Trustee Pynchon seconded the motion All voted in favor. The motion carries.

Respectfully submitted,

Cara Adams

Deputy Clerk