

Village of Canton, New York

VILLAGE BOARD MEETING

Meeting Minutes: June 16, 2021

Board Present:

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

Carol Pynchon, Trustee
Anna Sorensen, Trustee

Others Present:

Gerald Ducharme, Village Attorney
Cara Adams, Deputy Clerk
Marty Miller, Superintendent
Leigh Rodriguez, Economic Developer
Tim Nolan, Code Officer

Sally Noble, Clerk/Treasurer
Cindy Brand, Assessor
James Santimaw, Chief
Tim Nolan, Code Officer

The meeting was held on Wednesday, June 16, 2021 at 6:30pm in the Court Room of the Municipal Building at 60 Main Street Canton, NY 13617. The meeting was also made available to the public via the use of Zoom video-conference.

Mayor Dalton added the following under New Business:

j. CSEA Package Proposal-

Mayor Dalton moved the follow from New Business up to under Approval of Minutes:

d. Jody Wenzel SLC Risk Manager -

ORDER OF BUSINESS:

- a. Approve minutes of May 19 and May 28, 2021-** Trustee Proemm made a motion to approve the minutes of May 19 and May 28, 2021; seconded by Trustee Sorensen. All voted in favor. Motion carries.

New Business:

d. Jody Wenzel SLC Risk Manager- Mayor Dalton introduced Judy Wenzel, Risk Manage and Compliance Officer for the St. Lawrence County Self Insurance Plan.

Mr. Wenzel explained that he works in the department in the County that administers the Workers Compensation Plan to all participating municipalities and county departments. He stated that he wanted to introduce himself and let the Village know that for any workers comp questions or issues, please use the Office as a resource. Mr. Wenzel stated that another function of the Risk Manager is to perform safety and compliance audits for participating Municipalities. He stated that this involves scheduling a time for him to take a walk through any of the facilities in the Village that has employees and will look for safety hazard issues. The point of the audit is to reduce Workers Comp Claims and reduce any potential liability and harm to any employees. He stated that they also look for the proper positing on the Boards for employees, he stated that it is the

same thing that PESH or OSHEA would be looking for if New York State was doing the audit. Mr. Wenzel stated that the audit findings are solely shared between the Village and his office. They are not shared with any organization or outside party. He informed the Board that the goal is for him to find something before an actual New York State Sector finds something. Mr. Wenzel stated that the next step is that a time will be scheduled to do the walk through, then a one-page report will be generated and a severity rating to each individual item. The report will be sent to the Mayor. Mr. Wenzel stated that once the items are addressed there is a box on the report to be checked and a copy sent back to him to be kept on file.

Mr. Wenzel stated that this would be an annual audit done by the County.

Trustee Pynchon asked how many municipalities participate? Mr. Wenzel stated that all the Town's in St. Lawrence County participate except Colton and Piercefield, all of the Village's plus the City of Ogdensburg.

Mr. Wenzel stated that the Village will hear from his office to schedule a time for the audit.

ACCEPTANCE OF DEPARTMENT HEAD REPORTS:

Historian Report- Historian Casserly reviewed her report.

Animal Control- Mayor Dalton read the Animal Control Report.

Treasurer Report- Treasurer Noble informed the Board that she is working on a new report that will breakdown what is in each bank account. She stated that a sticker will be placed on the water bills to reference the website regarding rescinding the relevy and offering payment plans to residential and small business. Treasurer Noble updated the Board to let them know that she is working with the IT Consultant regarding a booster in the Court Room, he is proposing another option.

Code Officer- Code Officer Nolan updated the Board on the inspections with McDonalds, Dunkin and Parkway. He stated that he has been dealing with on going trash and lawn complaints and an unsafe home that a landlord is doing repairs.

Mayor Dalton asked Code Officer Nolan if he has been using Rusty Lawrence much? Code Officer Nolan stated that they consider him invaluable resource and he has been asking him questions.

Police Chief Report- Chief Santimaw added that he included in his report breaking down demographics on people that were cited. He stated he is not entirely happy with the version and he is doing research by going through all of the reports that ben can generated but he stated this report does provide some of the information to the public. Mayor Dalton stated that this only deals with people cited not with the people just stopped.

Superintendent Report- Trustee Pynchon asked Superintendent Miller for clarification on the bulk water sales? Superintendent Miller informed the Board that the bulk water sales is for the NYPA project and they have been contracted out with hauling water for boring and concrete for

the footers for the towers. Superintendent Miller stated that they will need to conserve water at the beginning of July for the repairs in the uplands.

Trustee Pynchon stated that she is excited for the idea of the Joint Infrastructure Committee for funding opportunities. Superintendent Miller thinks that the grant money will be going away but working together is more powerful.

Trustee Pynchon asked if Superintendent Miller had any luck with CSX? He stated that he has received two complaints. He went to and looked at Pleasant Street, damaged sidewalks around the crossings and catch basins damaged. He stated that Harrison Street is not completed.

Superintendent Miller stated that he heard that CSX in the near future might want to raise trains to 50 MPH. Trustee Sorensen asked if they can do this? Superintendent Miller stated that this is a federal system.

Superintendent Miller informed that Board that he received the report in the water tanks on Judson St. and Cornell Drive. He will share the report with the Board. He stated that he has received a price from Pittsburg Tank and will be getting more prices. He stated that they need attention as soon as possible.

Superintendent Miller informed the Board that he shared information with them regarding the hydrogen fuel shell generator. He is receiving information from the Sales Rep.

Trustee Larrabee arrived at the meeting at 7:05pm.

Superintendent Miller informed the Board that he has received a few inquiries on how the streets are chosen to be repaved. He stated that he has create sheets with the road inventories and will score each street which will be put into the new system. The streets and sidewalks will be included. He stated that he would invite the Public in to find out why streets are chosen.

Trustee Pynchon stated that if there is a lot of interest when the software is implemented to have a Public Meeting to explain.

Trustee Sorensen stated that there has been positive feedback on the raised crosswalk, except the stripping. Superintendent Miller said that DPW was completing the curve stops on Judson, put up the permanent signs and paint the crosswalk.

Superintendent Miller asked the Board where they should put the flashing crosswalk? After further discussion to it will be discussed at Complete Streets.

Economic Developer Report- Economic Developer Rodriguez read her report.

Assessor Report- Assessor Brand informed that Board that the State sent a report about the star exemption and she is currently correcting the discrepancies. There was another report on the non-profit on the exempt and partial exemption, example is the water tower which is exempt from the Village but the cell towers on the property have taxes on that. She is working to code them. Assessor Brand informed the Board that she is getting ready to close the role on July 1, 2021. Assessor Brand said that she is working with Town Clerk Blackburn on the MLS with making a sales book by printing out pictures and inventory. She stated that houses are selling for a lot more than what they are assessed for and finding a lot of discrepancies. The data

collector from the County are going to start reviewing the sales. The property owner will receive a flyer for the owner to verify the data.

Trustee Pynchon made a motion to approve the Department Heads Report. Trustee Sorensen seconded the motion. All voted in favor. Motion carries.

COMMITTEE REPORTS:

Recreation Committee- Trustee Pynchon reported that Taylor Park Beach is open on the weekends through June and last in June will be opened full time. Anita Frances is doing a good job directing the life guards. Trustee Larrabee sent everything to the Health Department. Trustee Pynchon announced that they are moving forward with swimming lessons, Elizabeth Burke will be coordinating. She stated that they have been publicized with the caveat that they do not have the final word from the Department of Health, even though restrictions were lifted by the Governor. The Health Department still needs to produce their guidance, base on the Governor's guidance. The sign ups for swim lessons are set up. They will run for five weeks in July and first week in August. The first four weeks will be held at Canton Central School pool and the last week is open water swim lessons at Taylor Park.

Trustee Pynchon reported that the Recreation Director search is ongoing. First round of phone interviews has been done. Next step is to do in person interviews and hopefully have someone named in the next couple of weeks.

Economic Development Committee- Economic Developer Rodriguez and Trustee Pynchon met with members of the Canton Chamber to hear more about their plans and to clarify expectations. The people at the meeting were Chamber Director Tammy, three members of the Board and President Elect. Trustee Pynchon stated it was a good conversation to help them redefine what the Chamber is doing to help make a decision with funding.

Communication and Technology Committee- Trustee Pynchon stated that Town Clerk Blackburn and Deputy Clerk Adams are currently working on an online signup for the Boardroom. Trustee Pynchon stated that they are working on the zoom and in person meeting.

Public Safety Committee- Trustee Sorensen informed the Board that Chief Santimaw, Trustee Larrabee and her have met a few times to speak about the implementation of the recommendations of the Executive Order 203. She stated that one of the items that they are focusing on is the recommendation to convene a Community Engagement Committee, which would be comprised of Stakeholders and Community Members to meet quarterly to discuss opportunities and challenges with respect to public safety within the Village. Plus the committee would take on the task of creating events through the year to provide opportunities for our Community to interact with the Police to build and strengthen relationships. Trustee Sorensen stated that next month information will be posted on the website for members to join the committee.

Broadband Committee- Trustee Sorensen stated that Councilperson Nelson, Toby Irven and her met to discuss strategy, industry stakeholders to be invited and opportunities for addressing the shortage in internet access in the Community. She stated that there are funding opportunities for Broadband. Trustee Sorensen stated that they have not received the DANC data yet.

Sustainability Committee- Trustee Proemm informed the Board that the Committee is exploring geothermal heating and cooling in Village buildings and possibly the Fire Station. He

stated that a couple of vendors are going to come up and give some pricing. He stated that this could save money on heating and cooling.

COMMUNICATIONS AND INFORMATION:

- a. **County Legislator Update-** was not in attendance.

Mayor Dalton shared that he received a letter from the Garden Club letting them know that Miller's Greenhouse is closing. He asked the Board if they had any thoughts? Trustee Pynchon suggested Farr's Greenhouse.

OLD BUSINESS:

- a. **Zoning Revision Update-** Mayor Dalton stated that they had a meeting to discuss the zoning revision updates. They are getting closer to the draft. The draft will be reviewed by the Planning Board and the County Planning Board will do an informal review. There will be a rollout to the Public for input. Monica Ryan will do a presentation. They plan on rolling the changes out this Summer for review and approval in October. Trustee Pynchon stated that this is a big update with a new map.
- b. **American Rescue Plan Act-** Mayor Dalton received an email from the Division of the Budget to verify information for the American Rescue Plan Act. The form needs to be completed by July 9th with the option A to decline or option B to receive the funds. Mayor Dalton stated that they have not received the funding but will have until 2026 to spend the money. He stated that they need to take the time to decide to see what is best for the Community. The Village will receive half the funding this year and the half next year. They expect approximately \$700,000. Trustee Pynchon clarified that the Village has until 2026 to spend the money and until 2024 to decide how to spend the money. She suggested a long-term plan.
- c. **Audit Update-** Mayor Dalton informed the Board that they are in the final phase of the audit. Will be several months away from the final report. More to follow.
- d. **Housing Authority Update-** Fifth member of the Board has been added. The board has been meeting and working through frustrations.
- e. **Discuss the Marijuana Laws in NYS-** Mayor Dalton informed the Board that the Village has until December to make a decision to opt in or opt out of the same of Cannabis in the Village. He discussed receiving input from the Community. He stated that he learned at the NYCOM Conference that if the Village opted out, a petition could be filed and the topic would be subject to a vote by permissive referendum. He stated that this would force a vote by the Public to decide. If the Village does not make a decision, it would allow the sale and consumption of cannabis. Mayor Dalton stated that if the Board opts in then they can decide where and the rules of the dispensaries. The Village does not have control over the licenses. After Board discussion they agreed that they would like input from the Community.

Attorney Ducharme stated that a Local Law would need to be passed by December 31, 2021. If the Village opted out it could be repealed at any time. If it was subject to permissive referendum 20% of registered voters would need to sign a petition. Monica will be providing language for law and ordinances to review, if allowed.

Mr. Brad Mintener will send suggestions to the Mayor.

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 # **1 of 2021-2022**. Trustee Larrabee seconded the motion. All voted in favor. Motion carries.

General Fund	\$155,733.56	Golf Course	\$39,350.57
Water Fund	\$41,504.29	Joint Activity	\$6,897.22
Sewer Fund	\$49,300.55		

- b. **Approve Fire Department Members: Casey Archer, Ashley Powell, Andrew Moses, Samuel Moses, Delaney Fatcheric, Nicholas Beldock-** Trustee Larrabee made a motion to approve the new Fire Department Members Casey Archer, Ashley Powell, Andrew Moses, Samuel Moses, Delaney Fatcheric, Nicholas Beldock. Trustee Sorensen seconded the motion. All voted in favor. Motion carried.
- c. **Resolution in Support of a GIS Regional Grant Application-** Trustee Proemm made a motion in Support of a GIS Regional Grant Application. Trustee Pynchon seconded the motion. All voted in favor. Motion carried.

Village of Canton
Resolution in support of a 2021 Local Government Efficiency Grant Application
for a North Country Regional Shared Geographic Information System Project

Whereas, the Board of Trustees of the Village of Canton (Village) has an existing agreement with the Development Authority of the North Country to be part of the Authority's regional shared services Geographic Information Services (GIS) platform, and

Whereas, the Village will act as a participating municipality for a shared services project, involving multiple local governments in the North Country to develop GIS datasets for municipally owned assets, including water, wastewater, electric, highway, public works, and cemeteries, and

Whereas, the project partners will submit an application to the Department of State Local Government Efficiency (LGe) Implementation Grant Program, anticipated to be part of the 2021 Consolidated Funding Application, and

Whereas, the Village understands that they will be required to contribute a 10% match for the Village's portion of the overall project budget, up to \$900, which will be paid to the lead agency.

Now, Therefore Be It Resolved, that the Village of Canton will participate as a municipal partner as required for the LGe grant application to be filed with the NYS Department of State, and

Be It Further Resolved, that the Village authorizes the Mayor to execute all financial and/or administrative processes relating to the implementation of the grant program project as a participating applicant, and

Be It Further Resolved, that the Village will provide the required documentation and the support of its staff (as necessary) to the Development Authority of the North Country in performance of the North Country Regional Shared GIS Implementation Project.

- d. Jody Wenzel SLC Risk Manager-** Discussed at the beginning of the meeting.
- e. Discuss and Approve Police Staffing Proposal-** Trustee Sorensen said when the school could no longer afford the Resource officer the Village absorbed that position and brought the staffing level to six officers. She stated that there is a retirement coming down the road. Trustee Sorensen stated that Chief Santimaw proposed that the Board replaces the sixth Officer position permanent. She stated that the reasons for doing this are very compelling, for fiscal reasons and physical reasons that were brought to the forefront through the Executive Order 203. Trustee Sorensen stated that making the position permanent would cut down significantly on overtime, work life balance for the Officers in terms of avoiding burnout and being able to have time. She stated that is important to recognize that implementing the recommendations from Executive Order 203 is an increased training, which means Officers will be at training and not at work, which would mean an increase in overtime, but the additional Officer would decrease the overtime. Trustee Sorensen informed the Board that the Officer's have brought forward a proposal to move to a different shift and schedule from 8 hour shifts to 12-hour shifts. This would allow for more flexibility and more family/personal time.

Chief Santimaw added that Officer wellness was something that was discussed a lot during Executive Order 203. He stated that he lost a good Officer back to Potsdam for this reason. He said that this would help with recruitment process and make the agency more competitive. This would create full coverage of every shift and accountability.

Trustee Sorensen made a motion to approve making the sixth Police Officer Position permanent. Trustee Larrabee seconded the motion. All voted in favor. Motion carried.

- f. **Sustainably Compost Discussion** - Trustee Pynchon read the letter to the Board from littleGrasse Foodworks. The proposal is for DPW to take the food compost to littleGrasse Foodworks. The compost will not come back to the Village but the leaves with manure will still be available. After further discussion.

Trustee Pynchon made a motion to gratefully accept the proposal from littleGrasse Foodworks. Trustee Sorenson seconded the motion. All voted in favor. Motion carries.



littleGrasse Foodworks
309 Miner Street Rd
Canton, NY 13617
littlegrasse@gmail.com

June 14, 2021

Dear Canton Village Council,

Please accept this letter of interest in response to your search for a local farm willing to receive the organic materials collected through the Village waste stream diversion program. Our farm has an ongoing compost operation and these materials can be incorporated into that process. We are committed to reducing the waste stream to minimize its effect on climate change.

littleGrasse is a diversified small-scale farm with three plus acres of gardens located approximately one mile from the village of Canton. We produce and distribute vegetables, flowers and herbs for people living or working in the Canton-area through the Community Supported Agriculture (CSA) model.

The farm has a pre-existing relationship with the village in that we have accepted the plastic bags of leaves for 5+ years, which saved tax-payer money and DPW labor.

As part of our proposal we are also interested in receiving a similar amount of unscreened broken down leaf material to add into the mix so that we can achieve the correct carbon to nitrogen ratio to generate the appropriate temperature.

We commend the Village for taking the initiative to get ahead of the curve in reducing the amount of organic materials sent to the landfill and helping to minimize greenhouse gas production.

Feel free to reach out at any time with questions.

Sincerely,
Maria "Flip" Filippi
Co-Owner, littleGrasse Foodworks

- g. Recreation Advisory Appointments- **The following have been appointed to the Receration Advisory Committee:** Tim Abplanalp, Troy Creurer, Matt Metcalf, Mark McKenna, Frank Palumbo, Kelly Smith, Ethan Townsend and Carla Wentworth. The first meeting will be held June 21, 2021.

- h. NYCOM Update-** Mayor Dalton, Trustee Pynchon and Trustee Sorensen attended the NYCOM conference.

Trustee Pynchon and Trustee Sorensen said that it was great to be there and learned a lot of information and networking.

Mayor Dalton said he learned a lot and it is good to take the advantage of the trainings.

- i. CSEA Package Proposal-** Trustee Proemm made a motion to approve the CSEA Package as proposed. Trustee Sorensen seconded the motion. All in favor. Motion carried.

PUBLIC COMMENT:

NONE

EXECUTIVE SESSION- Trustee Larrabee made a motion to enter into executive session at 8:27pm for a purpose as identified in Public Officers Law §105(h). Trustee Proemm seconded the motion. All in favor. The motion carries.

Trustee Sorensen made a motion to come out of executive session at 9:07 pm. The motion was seconded by Trustee Proemm. All voted in favor. The motion carries.

Trustee Sorensen made a motion to adjourn the meeting at 9:08 pm. Trustee Larrabee seconded the motion All voted in favor. The motion carries.

Respectfully submitted,

Cara Adams
Deputy Clerk