

Town of Canton
August 19, 2021
Town Board Meeting
Minutes
In-Person / Zoom

Present

Supervisor Mary Ann Ashley (in person), Council Members Bob Washo (in person), James Smith (in person), Martha Foley Smith (in person), and David Nelson (via Zoom)

Also in Attendance

Town Clerk/Tax Collector Karin Blackburn (in person), Code Enforcement Officer Miranda Corbine (via Zoom), Economic Development Director Leigh Rodriguez (Via Zoom), Highway Superintendent Calvin Rose (via Zoom), Historian Linda Casserly (via Zoom), Recreation Director Meghan Richardson (via Zoom), Town Accountant Angela Gray, CPA (via zoom), Dylan Barringer, Confidential Secretary/Bookkeeper (via Zoom)

Absent/Excused: Assessor Cindy Brand

Members of the Public: Paul Baxter (in person), John Casserly (in person), Dan Dominie, (in person), David Doran (via Zoom), Toby Irven (in person), Karen McAuliffe (via Zoom), Paul Mitchell (via Zoom), Michael Hammond (via Zoom), Rachael Huntley (via Zoom), Meghan Richardson (via Zoom)

- **Call to Order**

- Mary Ann Ashley opened the Public Meeting at 6:02 pm.

- **Public Comment**

- Dan Dominie, Citizen of Canton
Presented a petition for a reduction in speed zone on CR 27.
Includes a letter of support from the Complete Streets Task Force.
At least 30 signatures on the petition.
Section that is being considered for reduction is from Village limits on CR 27 to the Sykes Road / CR 32. The speed limit is 45 mph right now. Hasn't changed in at least 5 decades. Asking for 35 mph.
Mary Ann stated the Board will need to pass a formal resolution on this. This will be placed on the September agenda.

- **County Legislature Representative Updates**

- None.

- **Approval of Minutes**

- Regular Board Meeting 7/13/2021

Motion to approve minutes made by Jim Smith, 2nd by Bob Washo. All in favor.

Motion carried.

- **Supervisor Report**

- Angela Gray read over the highlights of the July 2021 monthly report which was sent to the Town Council prior to the monthly meeting.

Mary Ann went on record to say:

- The \$1.8 million on hand includes \$72,000 of solar escrow money; \$100,000 includes the housing fund and the revolving loan fund; and the \$216,448 is the ARPA money (a separate bank account will be set up for this.

- Special Fire \$4,071 increase – this is the Foreign Fire Tax money that was distributed to the fire departments based on the formula that was established.

Bob Washo stated that these detailed reports are reviewed by the Supervisor and the Board prior to the Board meeting and are more for the public's benefit to keep them informed.

- **Correspondence**

- Richard Grover's letter to the Department of Transportation advocating for the reduction of speed on the Route 11 corridor. The Board thanks Richard for sending this correspondence.
- Notice from Stephen Button regarding Worker's Compensation apportionments. Let the record show that the apportionment will be going up for 2022. The apportionment for 2021 is \$44,956 and will be going up in 2022 to \$49,273.59. This will be a direct cost to the taxpayer's tax bills in the Town. Mary Ann will be contacting Mr. Button to find out why the Town of Canton's is increasing.
- Kevin Hammond has called Mary Ann and dropped off paperwork for the Norton Cemetery to see if the Town can do something further to maintain that. There are funds available to assist with that. He'd like the Board to consider his request for assistance to help with the maintenance.
- Correspondence from the County regarding the 2020 Census. The population for the Town of Canton increased from 2010 to 2020 from 10,995 to 11,638. The Village of Canton increased from 6,314 to 7,155. The Village of Rensselaer Falls increased from 332 to 361. The County population overall went down 3.71%. Mary Ann's understanding is that due to the Census results the Congressional Districts and County Legislator Districts will be re-aligned.

- **Audit Committee**

Approval of Expenditures

- A Fund: \$38,818.34
- B Fund: \$10,784.93
- DA Fund: \$3,258.27
- DB Fund: \$420,264.49
- SF Fund: \$7,821.99
- SL Fund: \$264.80
- TA Fund: \$18,053.21

Motion to approve the expenditures made by Martha Foley Smith, 2nd by Jim Smith. All in favor. Motion carried.

- **Acceptance of Department Reports**

Karin Blackburn, Town Clerk:

- She and the Deputy Clerk were sworn in as CCS tax collectors for the upcoming tax season.
- She met with the CCS Business Office staff, and they've agreed to accept credit card payments for this school tax season through MunciPay, the company the Town already does business with for cc payments. Good news for taxpayers.
- She and the Deputy Clerk are continuing to work on the Records Retention project.
- Busy time for hunting and fishing licenses.
- Workplace Violence training coming up on Monday for all staff and Board members.

Leigh Rodriguez, Economic Development:

- Focusing on the application for the Community Development Block Grant Cares Act Funding that is due August 27th. Intending to submit for the Canton Day Care.
- Small Business Assistance – looking for responses from businesses in the Community to establish the need.
- Working on the Downtown Revitalization Initiative. This year, our region will be doing two \$10 million awards. Some press will be coming about this. A public session is scheduled for August 31st.
- A few tree grants going.
- Miner Street and Willow Island Project moving along.
- NY Main Street Grant – construction review.

- As part of the Brownfield Area Grant – step 2 is in draft form on the website. There are two public meetings scheduled for that.
- As part of the BOA, a housing market assessment was done. Will be doing a housing strategic plan for Canton.
- Bob asked Leigh to highlight the two CFA grants submitted last month. 1) Recreational and Strategic Plan (assessment of strategic investment) and 2) Local Government Efficiency Grant for the design of the Stiles Avenue property and the consolidation of the Highway DPW.
Mary Ann asked what the average notice of award is. Leigh said December.

Linda Casserly, Historian:

- The Pomeroy Marker for the Town Hall will be going up Wednesday morning. Marty has been a big help, as well as Calvin and Dave Reagan. 10am.
- Morley, Rensselaer Falls, and Pyrites could use markers. She is working on the one for Pyrites.
- She spent time with John Kovach, the new St. Lawrence County Historian. He's a keeper.
- She and Nancy LaFaver will be meeting with Ruth Doyle again.
- Fifteen photos have been removed from the upstairs of the Pavilion. Meghan needs larger photos placed in that room.
- Jimmy Curtis came in today. He wants photos, including a Rushton Grasse River painting.
- The Annual Historian's Conference will be in Oswego. She wanted to go to Oswego, but with COVID still rising, she is going to do it virtually.

Calvin Rose, Highway Superintendent:

- Changed two five-foot pipes on the Potsdam Morley Road last week. Went really well. He hopes they will last a long time, longer than the metal that was there.
- Cowan Road Bridge update – was supposed to be open today.

Miranda Corbine, Code Enforcement Officer:

- She is starting to hear from contractors that lumber prices are beginning to drop and supplies are beginning to become more available.
- She is continuing with her state trainings through the end of October.
- More is happening with the solar projects.
- Burning permits: issued 23 since May.
- Building permits: 5 for August. 2 properties taking enforcement action on along CR 27.

- Martha Foley Smith noted that the old store at Langdon Corners is now gone thanks to Miranda. Miranda stated that the owner ended up complying and the property was demoed.
- Bob Washo brought up the outdoor wood boilers that Mr. Washburn brought up at the last meeting and asked if it was brought up to the Planning Board. She confirmed that it was brought up, but not in detail.

Meghan Richardson, Recreation:

- Whirlwind since report was written.
- SLU Service Day was cancelled. 300 students were reserved to help with recreation tasks that are now not coming.
- This Past Sunday wrapped up Cub Scout Camp. There for three days. Had a fantastic time and weather.
- 8/11: floors in Reilly Community room were stripped and waxed. Looks fantastic.
- 9/3: Taylor Park will be closing. First day of school, lifeguards will be preoccupied. She and the Recreation Committee had discussed closing the beach 9/7.
- Doing a lot of updates to the Pavilion. Rock and Mineral Show this weekend.
- Cleaned and resealed half of the bleachers this past week weekend. Will be doing the other half after the Rock and Mineral Show.
- The ADA Canoe Launch – the donation system is set up. Fundraising process is set up. Mark MacKenna is heading up that project. Hoping to open the launch during Canoe Weekend in the Spring. Donors make checks payable to the Village and memo the Canoe Launch.
- The DPW fixed an emergency exit door off the lobby that was unusable and swept the entire parking lot. Re-lined the first row of the parking lot and the one-way arrow. Will also be working on Priest Field.
- Working with Marty to replace rubber floor mats in the Pavilion.
- The support of the community has been overwhelming and great.
- Bob Washo asked if Meghan has photos of the Kayak Launch and if it will be built locally. Meghan confirmed that it will be a prefabricated system. Started with a rather large system and it was scaled back to fit the space. More advanced than the Potsdam one. There is a mockup and can be shared through the Recreation Committee.

Motion to accept Department Reports made by Bob Washo, 2nd by Jim Smith. All in favor. Motion carried.

- **Committee Reports**

Health Insurance Committee, Mary Ann Ashley & Karin Blackburn:

- Committee met on 8/10 with Tish via Zoom to assess current plan and review possibilities for change. Working on this a little over a year now.

BOA/Highway/Complete Street, Bob Washo:

- Walked Miner Street with Brooks Washburn and Tisdale to look at the water issues. Brought in Erin Jarvis through Brooks. Calvin was on the walk as well to bring Highway in. Will come out with something that will help landowners.

Recreation Committee, Martha Foley Smith:

- Meghan has hit the ground sprinting. Hard to keep up with her. First meeting of the Recreation Advisory Committee is 9/7.

Economic Development, Martha Foley Smith:

- The two public hearings for the Brownfield Opportunity Area are next week.

Solar Committee, Jim Smith:

- The Solar Committee didn't meet, but he would like to add that he has received several agriculture publications that publicize articles about solar going into prime farmland. Ag land is very easy to work on – good ground, wide open spaces. We recommend highly that they stay away from good ag land, but they're going to take the easiest route they can take.
Bob Washo stated that ag applications are going through the 94C process. The stage is set for the Board to not have much say.

Negotiations Committee, Jim Smith & Mary Ann Ashley

- Highway contract runs out at the end of December. He and Mary Ann took the existing contract and reviewed it, made some changes. CSEA had a scheduled meeting, but it was changed. Brenda Harwood, the CSEA rep, has reached out. Negotiations for the Highway crew will start soon.

- **Old Business**

- None.

- **New Business**

- Approve American Rescue Plan Funds Bank Account (See attached)
Clerk Blackburn pulled up the resolution to create a separate bank account for the scheduled \$432,897.94 coming from the American Rescue Plan.
Motion to approve this resolution made by Bob Washo, 2nd by Martha Foley Smith.

Discussion: Jim Smith stated that this is not a gift of money from the Federal Government. We have to report on how this money is being spent. It can be used for short falls with revenues in the Town budget.

For the September meeting, there should be a report of the entities that were left out of the budget last year.

Mary Ann stated that it is a very stringent system and that it needs to be audited.

Angela wanted to speak to Jim and Mary Ann's comments. Prior to the September meeting, she will provide the data that is being requested.

All in favor. Motion carried.

- Approve Village of Rensselaer Falls Street closing request

Received a letter from Mayor Hammond in Rensselaer Falls for their Falls Festival, they are requesting to close the road for their Falls Festival. Motion to approve this request made by Bob Washo, 2nd by Jim Smith. All in favor. Motion carried.

- Approve MOU Between the Town of Canton and Village of Rensselaer Falls for Highway Project

This is for additional roadwork in the amount of \$10,680 that will be started by the Highway Department as soon as the MOU is signed. For the record, the latest version of the MOU is dated 8/9/21 and comes out of the Supervisor's office.

Motion to approve this MOU for paving on Front Street / Heuvelton Street in Rensselaer Falls made by Bob Washo, 2nd by Jim Smith.

Discussion:

Bob Washo shared for the public's sake: the reason why the Village of Rensselaer Falls is being charged for this type of work is because as its own Municipality, they receive their own CHIPS money, and the county tax received by the County through Rensselaer Falls can only be spent in certain areas of the budget – Town wide issues. The sales tax that the Town received from the Village of Rensselaer Falls is set aside for Town issues. Issues that are Town outside, need to be charged, for the Highway to go over there and act as a contractor.

All in favor. Motion carried.

- Confidential Secretary / Bookkeeper Supervisor Appointment

Dylan Barringer started August 18th and is working 15 hours a week at \$20/hour.

Mary Ann welcomes Dylan to the Town.

- **Public Comment**

- Toby Irvén

In approximately February 2019, he asked the Town to make some considerations on the IT side of the operations, the website, making materials available for the public. Some materials were made more available. He would like to renew the request and asked that when Boards approve Department Reports at Board meetings, that they are made available on the website. In his view, he doesn't see

any reason why those reports can't be made public. He asked that this be revisited with the IT Committee and see if these monthly reports can be made available, as well as any other documents that are being talked about. From a citizen's perspective, it takes some time to understand the issues that are faced by the Town and Village – the Town and Village have a different vocabulary and different considerations.

Mary Ann responded by saying that the Town has come a long way in the IT Department with everything. An IT plan was implemented almost four years and upgraded everyone's technology; it is an ongoing process. The Board Committee has really made an impact.

Bob agrees that it is a fair request. Second tier reporting was in the pipeline but got turned around by COVID. There is concern about confidential information. Is there a need for two types of reports from a Department Head, one for the public and one for the Board members? Bob agrees it is worth revisiting.

Mary Ann asked that the IT Committee, Martha, Dave, and Karin, to take consider this request.

- Motion to adjourn at 7:07pm by Bob Washo, 2nd by Martha Foley Smith. All in favor. Motion carried.
- **Executive Session**
 - None.



Respectfully Submitted,

Karin Blackburn
Town Clerk

**TOWN OF CANTON
RESOLUTION _____
2021 BUDGET AMENDMENT
ESTABLISHING AN ACCOUNT FOR
AMERICAN RESCUE PLAN ACT FUNDS**

WHEREAS, On March 11, 2021, President Biden signed the American Rescue Plan Act (ARPA) into law, which included \$774 million from the federal Coronavirus Local Fiscal Recovery Fund (CLFRF) for certain cities, towns and villages in New York State. The State Division of the Budget (DOB) is responsible for allocating these funds in accordance with the Act and the rules and guidance of the U.S. Department of the Treasury. The Office of the State Comptroller (OSC) has begun processing these payments to local governments; and

WHEREAS, the New York State Office of the New York State Comptroller Division of Local Government and School Accountability have processed a payment in the amount of \$216,448.97 to the Town of Canton on July 22, 2021. This payment represents half of the total allocated (\$432,897.94) pursuant to ARPA, with the second half anticipated to be distributed in the summer of 2022 per guidance issued by the U.S. Department of the Treasury, and

WHEREAS, each non-entitlement unit of local government (NEU) is required to meet compliance and reporting responsibilities, as defined in the Interim Final Rule and further described in the Compliance and Reporting Guidance. The Reporting Guidance requires program and performance reporting to build public awareness, increase accountability, and monitor compliance of eligible uses, and

WHEREAS, the Town Supervisor, as Chief Fiscal Officer, would set up the proper accounts and audit tracking systems; and

NOW THEREFORE BE IT RESOLVED, that the Canton Town Board hereby authorizes the Town Supervisor to create proper accounts for the receipt of \$216,448.97.00 American Rescue Plan Act funds.

Date

Canton Town Clerk