

Village of Canton, New York

VILLAGE BOARD MEETING

Meeting Minutes: November 17, 2021

Board Present:

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

Carol Pynchon, Trustee
Anna Sorensen, Trustee

Others Present:

Gerald Ducharme, Village Attorney
Tim Nolan, Code Enforcement
James Santimaw, Chief
Cindy Brand, Assessor

Sally Noble, Clerk/Treasurer
Meghan Richardson, Rec Director
Marty Miller, Superintendent
Linda Casserly, Historian

The meeting was held via the use of Zoom video-conference.

ORDER OF BUSINESS:

- a. **Approve minutes of October 15, 2021-** Trustee Proemm made a motion to approve the minutes of October 15, 2021, seconded by Trustee Sorensen. All voted in favor. Motion carries.

SPECIAL PRESENTATIONS:

- a. There were no special presentations

ACCEPTANCE OF DEPARTMENT HEAD REPORTS:

Recreation Director – Meghan reported that high school hockey started this week. Hopefully Minor Hockey will get the snack bar open. The fencing around Taylor Park is almost complete. The cement abutment for the canoe and kayak launch is complete. The Mountain Warrior fund raiser this past Sunday raised over \$1,700 for that. She just received notification that the project was awarded \$2,000.00 from Canton Community Fund. There is a rec advisory on November 30. She attended a Rensselaer Falls Board meeting to give an update on recreation.

The roll up door to the Zamboni room broke. The boys' varsity practice had to be cancelled. Meghan has a company coming to look at it tomorrow.

Treasurer Report – Clerk Noble reported that Barkley's promised to have the front door completed before Thanksgiving. The minutes for October 15 are on the agenda for approval. She attended a webinar on Internal Controls. The Mayor and Megan also attended. One AUD has been completed.

Police Chief Report- Chief Santimaw updated the Board on CSX. The signage is lacking. He spoke with the subcontractor regarding signage. Tomorrow is the last day for actual construction.

Historian – Meghan has given her so much history from the files of the pavilion.

Assessor – Assessor Brand said a sampling was done of the Town and Village by a real property analyst from Syracuse. She shared that information to the Board by email. It was a market analysis of what the assessments should be vs what is it now or what it has been since 2008, when the last reval that was done. The State is still running numbers but looking like anywhere between 80 and 85% for the equalization rate. We will probably know more towards the end of January.

Superintendent - Trustee Pynchon wanted an update about Spectrum at the pavilion. Marty will reach out to them tomorrow. She also asked if Dave is going to check on the duck work at the Municipal building. Marty said he contacted one company in Potsdam. They are going to get back to him with an estimate. She also wants to talk about winter use of the golf course.

Trustee Pynchon made a motion to accept the Department Head reports. Trustee Sorensen seconded the motion. All voted in favor. The motion carries.

Zoning Revision – we will bring this forward on the agenda because Monica needs to attend another meeting at 7:30. Monica said the County made some recommendations as well as there was some feedback from the Village Planning Board. She and Attorney Ducharme were comfortable with some tweaking of the writing. They were comfortable with those conditional recommendations from the County. The Village Planning Board had a handful of comments. There is one we should discuss. There is a question about where to put dog parks. Can we just consider them parks or do you want to single them out?

All board members were comfortable with Monica's and Gerry's recommendations on how to move forward. Monica and Gerry are comfortable with the dog parks falling under the general definition of parks. The Board members agreed. The Mayor just wanted to make sure the Board had some control over where parks go.

Gerry added the only other thing they identified from the village planning board was the north side of the West Street und the proposal is going to be designated GMU (general mixed use). The planning board wondered if it would be more appropriate to designate it as neighborhood mixed use. Gerry pointed out that as lead, further discussion by the board, he thinks that Monaca's proposal was that it's more appropriate as GMU because of what's there now. Trustee Pynchon said she would support the planning board recommendation. Trustee Sorensen said she could go either way. Trustees Larrabee and Proemm said they could go either way also. After discussion it was decided that the board would like to go with the planning boards recommendation. That will simply be a map change.

Attorney Ducharme wanted to know if we are agreeable to removing townhouse use from these residential single-family districts. Monica pointed out that there is one existing planned residential at the end of Canterbury. When they were considering the whole townhouse question was where could this be used. There are previous projects there that are clearly not just single-family homes or townhouses. After much discussion Trustee Pynchon recommended that we

leave it as is and see what comes out of the public hearing. So we would leave Town houses as a special use and limit to two units per building.

Trustee Sorensen asked why are tiny houses not allowed? Monica replied you could do as an accessory structure. They are not usually seen as primary structures. The minimum building size would be 720 square feet.

Monica will have a clean draft to us tomorrow. Gerry said we have identified the comments the county planning board made. We identified those changes we agreed with and will make those changes. We identified those changes we disagree with. So, we will just keep those. We will report back on the 720 sq. ft. Are we going to that for all homes? Is that the consensus? Monica said that doesn't have to be a provision here. It is still silent on it. Everything will still have to meet building code. Keep that in mind which has its own sq ft for certain habitable spaces. Monica will delete those two sections that relate to size. The Board resolves posting the notice of the public hearing for three consecutive weeks, rather than send notices to each property within the village that is affected by the change and also that the public hearing will be on December 14 at 6:00PM and authorize Gerry to publish and post. Trustee Pynchon moved the resolution, Trustee Sorensen seconded the motion. All voted in favor. The motion passes.

COMMITTEE REPORTS:

Housing Task Force – has been meeting. The goal is to come up with a strategic plan. We have had really good participation from people in the community.

DRI – We are still waiting to hear on the DRI.

Cares application – The CARES application is still in the works.

Communication and Technology – We are working on setting up training in early January with North Shore. Maybe just an hour or two. We have been trying to work toward making the documents available publicly. It is now required that all materials that are used be posted to the public 24 hours before the meeting. We have created in our Google drive a folder called public files that is available to anyone that has the link. In that drive will be two folders one called Village and one called Town. The Clerk's will have one more step in the process. We are going to try this in December.

Sustainability Committee – happy to report that the Canton Community Fund is being generous. We received \$250 for Katie Metcalf's composting project.

Finance Committee – Trustee Pynchon reported that she, Mayor Dalton and Clerk Noble will be meeting the second Thursday of each month.

CCA – Trustee Proemm said that Louise Gava is working with other local communities and believes we can do some joint education on CCA. He said that would give us more bargaining power. We should know by December who's in.

Complete Streets - We are waiting to hear back from Eric Backus on some recommendations on pedestrian and bike safety for Park and Court Streets. The Complete Streets committee will be meeting with Canton Central School to discuss safety issues on State St. We will be looking at getting a few more EV chargers in our community with some owner options. They are

looking for locations. Trustee Pynchon asked what Board committee the EV chargers would come under. It was decided the infrastructure would be appropriate.

Public Safety – Trustee Larrabee reported the Public Safety Committee and the Community Engagement Committee continue to meet. They are looking at their first event being held late January or early February.

Infrastructure Committee – Trustee Sorensen said she can talk about infrastructure but it really falls under the ARPA. We will discuss it there.

Golf Course – Trustee Pynchon wanted to talk about winter use of the Golf Course. There are people want to be able to use the trails for cross country skiing or snowshoeing. It is her understanding that in the past we have just put up signs that said stay off the greens. Marty said that's why he put it in his report. Last year there was a lot of discussion on this. There were actually people going out on the golf course and that's when we put up the signs no trespassing. There were safety concerns over the ponds and the damage to the greens. Why couldn't they just use the cart paths.

Trustee Pynchon asked if he had spoken to Skip. He has not yet. Meghan said she would definitely support it. It is a safety issue and there is work to be done before it could happen. The golf committee will meet with Marty, Megan and Skip and talk about it and will keep the rest of the Board informed. The Mayor reminded everyone that there is infrastructure that you will need to keep in mind. Trustee Pynchon will send an email out after this meeting.

Broadband – Trustee Sorensen reminded the Board that she was on a committee to talk about broadband. They are setting up a meeting to talk with the planning office.

COMMUNICATIONS AND INFORMATION:

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

OLD BUSINESS:

- a. **Zoning Revision** – Discussed earlier.
- b. **American Rescue Plan Act** - Mayor Dalton said that he brought this up at the dept head meeting and the focus by everyone was infrastructure and specifically water supply and those types of things. He asked Trustee Sorensen if she wanted to discuss this a little bit. She said this will be easy then. The infrastructure committee's recommendation is that we focus on water and that the ARPA money is designated for the secondary water source.
- c. **Towing Bids** – Trustee Larrabee made a motion to accept the only towing bid received from Johnson Towing. Trustee Proemm seconded the motion. All voted in favor. The motion carries.

NEW BUSINESS:

- a. **Authorize payment of vouchers & transfer of funds** – Trustee Sorensen made a motion to authorize payment of vouchers & transfer of funds for abstract # **6 of 2021-2022**. Trustee Larrabee seconded the motion. All voted in favor. Motion carries.

General Fund	\$138,985.35	Golf Course	\$18,187.95
Water Fund	\$23,846.49	Joint Activity	\$55,367.41
Sewer Fund	\$22,301.18		

- b. **Accept Kenneth Planty's resignation** – Trustee Pynchon made a motion to accept Kenneth Planty's resignation. Trustee Larrabee seconded the motion. All voted in favor. The motion carries.
- c. **Discussion of Pay Rate for Ryan Hughes** – Meghan recommended an increase of \$1/hr. Trustee Pynchon made a motion to increase Ryan Hughes rate of pay by \$1/hr effective next pay period. Trustee Proemm seconded the motion. All voted in favor. The motion carries.
- d. **Appointment of Recreation Employees** – Trustee Pynchon made a motion to hire Robert Helms as a full-time laborer at a rate of \$15/hr and Scott Ahlfeld and Bowen Rodriguez as skate guards at a rate of \$12.50/hr. Trustee Sorensen seconded the motion. All voted in favor. The motion carries.
- e. **Discuss and possible appoint a Police Officer** – Trustee Sorensen made a motion to hire James Gibson pending his passing his physical and psychological exams. Trustee Larrabee seconded the motion. All voted in favor. The motion carries. There were 3 people on the interview process. He has already completed the academy and has been working part-time in Norfolk. He comes highly recommended. He will start early December.
- f. **Discuss Court Street Parking** – the police chief said they have had several complaints regarding parking on Court Street in front of Barkley's between the parking meter and the driveway. A public hearing was set for 12/15/2021 at 6:25PM.
- g. **Discuss Charter Communications Request** – they requested that we start negotiations on the next franchise contract that expires in 2024. The Board agreed they have a lot on their plates right now and the infrastructure will look at it as the date gets closer.
- h. **Proposed Complete Streets Code** – Trustee Sorensen made a motion to table this until next meeting. Trustee Proemm seconded the motion. All voted in favor. The motion carries.
- i. **Retirement Resolution** – This a reporting requirement by NYS for elected or appointed officials that are not paid hourly. We are required to publish the resolution after the board approved the resolution. Trustee Larrabee made the motion to pass the resolution. Trustee Sorensen seconded the motion. All voted in favor. The motion passes.
- j. **Reminder of Annual Meeting** – December 6 at 6:00 in person and by zoom.
- k. **Approval of New Fire Dept. Members** – Elizabeth Brown, Brett Johnson and Andrew Johnson. Trustee Larrabee made a motion to approve the new members. Trustee Proemm seconded the motion. All voted in favor. The motion carries.

PUBLIC COMMENT:

The Mayor read an email from David Murphy regarding pedestrian safety and would like more money allocated to this next year.

Toby just wanted to say he has skied out at the golf course for 36 years. He would like to know if there have been problems out there. That facility has been used respectfully for a long time and until we get to the point where we can actually mark trails, he thinks it would be best to leave it a natural resource as much as possible. His second comment concerns complete streets and the code as proposed. The committee would very much like to see any and all questions from individual trustees. Their meetings are always open.

EXECUTIVE SESSION- Trustee Pynchon made a motion to enter into executive session at 9:00PM. Trustee Larrabee seconded the motion. All voted in favor. The motion carries.

Trustee Pynchon made a motion to come out of executive session at 9:30 PM. Trustee Sorensen seconded the motion. All voted in favor. The motion carries.

Trustee Sorensen made a motion to adjourn the meeting at 9:32 PM. Trustee Proemm seconded the motion All voted in favor. The motion carries.

Respectfully submitted,

Sally Noble
Village Clerk