

Village of Canton, New York

JOINT VILLAGE/TOWN BOARD MEETING
Meeting Minutes: Wednesday, July 27, 2022

VILLAGE MEMBERS PRESENT:

Mike Dalton, Mayor	Carol Pynchon, Trustee
Beth Larrabee, Trustee	Klaus Proemm, Trustee
Ann Sorenson, Trustee by Zoom	

TOWN MEMBERS PRESENT:

Mary Ann Ashley, Town Supervisor	Bob Wash, Council Member
Jim Smith, Council Member	John Taillon, Council Member
Bob Santamoor, Council Member	

Also Present:

Leigh Rodriguez, Economic Developer	
Heidi Smith, Town Clerk	Leanna Moquin, Deputy Town Clerk by Zoom

Call Meeting to Order:

Mayor Dalton called the Joint T/V board meeting to order at 6:00 pm. The Mayor added a new item to the agenda under New Business (Village Only) - Approve recommended upgrades to the Village Computer network.

Old Business:

A. Municipal Broadband Project -
 Tabled

New Business:

A. Discuss Comp Plan Oversight Committee -

Trustee Carol Pynchon reported that the Economic Development Committee is recommending a comp plan oversight committee. This recommendation comes from going over parts of the Comprehensive Plan. It was observed that one of the goals and suggestions was to have an oversight committee. The oversight committee would make sure the Town/Village is keeping up with what is in the comprehensive plan, pay attention to what is being accomplished and what goals there are. The comprehensive plan impacts all departments, not just the

economic development because of this it is recommended that the oversight committee be a shared responsibility. The idea is to make this a shared activity and have an annual report to give to both boards. The oversight committee would gather input from staff, departments, committees, and stakeholders that are part of the activities to help identify accomplishment, things that have become obsolete, and any gaps. It is recommended that the committee would include department heads, code officers, and planning board heads. The economic development committee also proposes that all department heads review and understand the comprehensive plan, so they are aware of what is in the comp plan that impacts their department.

Another observation from the ED Committee is that Rensselaer Falls is part of the Comprehensive Plan but is not really participating with ED Consortium committee, steering committee, recreation committee and sustainability committee.

Council member Bob Santamoor added the oversight committee would be an informational committee that didn't make discussions but reported back to the boards. Trustee Larrabee asked who would be responsible for reports. Council Member Washo suggested the clerks be the point. Council Member Smith stated that he believes this should be under a full-time department that is available all the time. Smith is concerned things could get lost if a department head is not involved. Council Member Washo asked if this committee is going to be responsible for suggested updates to the Comp Plan. Trustee Pynchon responded that it was not discussed, it was more of an ongoing oversight now to make sure nothing is falling through the cracks, and we are keeping up with comprehensive plan.

Supervisor Ashley asked if it makes sense to hire Jackie and pay an hourly rate to help facilitate this process. Trustee Pynchon added that the point person is very important but with departments keeping an eye on things it would be ongoing.

Trustee Pynchon stated all the input was helpful and will bring it back to the committee.

Council member John Taillon added that the one piece that needs to be discussed is Rensselaer Falls. Who is going to reach out to Rensselaer Falls to be part of everything, is it the Mayor, or the Supervisor? Council Members Bob Santamoor and John Taillon volunteered to reach out the Rensselaer Falls to have a meeting to discuss the following economic development, recreation, the comprehensive plan, oversight, and sustainability.

B. CGI Digital Marketing Opportunity -

Trustee Anna Sorenson reported that CGI works with municipalities to create video tours. A series of five videos between 30 and 90 seconds long. These videos are then embedded on the municipality's website, shareable and can be developed along any

themes such as recreation, economic development, or anything we think is most important for our municipality. This is a free service CGI provides municipalities and they do an outreach to local businesses and offer them an option for marketing such as videos or links to their websites. The Economic Development committee thinks this is a good resource to market our community at no cost other than helping create videos. There would be a couple meetings to go over ideas of what we want, it is all done with the Towns approval and input. It would take about six to nine months start to finish.

Council Member Bob Washo would like to know if the Town has 100% exclusive use. Trustee Sorenson will follow up and also has how long we have the videos.

Both boards agreed to take the next steps and move forward with this. Both boards also agreed they would like to have videos taken during September.

C. ED Team Recommendation for Town of Canton 2013 CDBG Housing Funds -

Council Member John Taillon reported that the Town has approximately \$47,000 from 2013 with little documentation on what it is supposed to be used for. A conversation was had with the economic development team on how to spend the money. What came from the meeting is that perhaps the Town should partner with the Housing Council to administer the program. Supervisor Ashley added that when the money was discovered Ashley and Economic Developer Rodriguez did meet with the Housing Council to see if there was any documentation about, the money and the usage of the money. Supervisor Ashley could not find any records on her end other than it was deposited. She stated to her understanding according to the Housing Council it is up to the Town on how to distribute the money if it benefits the public on housing needs.

Supervisor Ashley asked Council Member Taillon and Santamoor to reach out to the Housing Council for recommendations. She also stated there is the Community Development Program.

Economic Developer Leigh Rodriguez thinks it would be best to leverage it with an existing program that we already know what is going on and can identify the needs.

A. New Business (Town Only)

1. Amend Finnegan Road Highway Construction Project

A motion was made by Council Member Bob Washo and seconded by Council Member Bob Santamoor to amend the previous vote and update the Finnegan Road construction project to \$222,925.07.

All in favor. Motion carried.

B. New Business (Village Only)

1. Approve recommended upgrades to the Village Computer network

A motion was made by Trustee Carol Pynchon and seconded by Trustee Klaus Proemm to approve a proposal that was submitted for upgrades to the Village Computer network. All in favor. Motion carried.

Trustee Pynchon noted that the Town and Village need to get together and discuss the amount of the lines coming into the building. Currently there are three lines coming into the building and the Communication and Technology Committee is getting information to go from three lines to two. This would reduce the cost.

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)

A motion was made by Trustee Beth Larrabee and seconded by Trustee Klaus Proemm to go into executive session for [H] the proposed acquisition, sale, or lease of real property. All in favor. Motion carried.

A motion was made by Council Member Bob Santamoor and seconded by Council Member Jim Smith to go into executive session for [H] the proposed acquisition, sale, or lease of real property. All in favor. Motion carried.

A motion was made by Trustee Carol Pynchon and seconded by Trustee Beth Larrabee to come out of executive session at 7:53 pm. All in favor. Motion carried.

A motion was made by Trustee Carol Pynchon and seconded by Trustee Klaus Proemm to adjourn meeting at 7:53 pm. All in favor. Motion carried.
The Village Board and Village Attorney left the meeting at this time.

A motion was made by Council Member Bob Washo and seconded by Council Member John Taillon to adjourn executive session at 8:06 pm. All in favor. Motion carried.

A motion was made by Council Member Bob Santamoor and seconded by Supervisor Mary Ann Ashley to adjourn the meeting at 8:07 pm. All in favor. Motion carried.

Respectfully Submitted,

Sally Noble
Village Clerk