

TOWN OF CANTON BOARD
REGULAR MEETING
Wednesday March 8th 2017
4:30 pm
Minutes

Present: Supervisor David T. Button, Council members Paul Backus, James Smith, Bob Washo and Phil LaMarche

Also in Attendance: Attorney Charles Nash, Town Clerk/Tax Collector Lisa Hammond, Historian Linda Casserly, , Recreation Director John Taillon, Economic Development Director Leigh Rodriguez, Rosemary Philips, Jonathon Pinckney, Klaus Proem, Steven Smith, Jim Gibson, Toby Irvin, Village Mayor Mike Dalton and Village Trustees Beth Larrabee, Dwight Stevenson, Sean O'Brien, Carol Pynchon and Village Clerk Sally Noble

Absent: Code Officer Russell Lawrence and Assessor Steve Teele and Highway Superintendent Terry Billings

4:30 PM Supervisor Button opened the Town Board Meeting

Additions to agenda: Truck sale and Zoning Issue

1. **Approval of minutes of Previous Meeting(s):** The minutes of February 8, 2017 were approved:

Motion: Paul Backus

Seconded: Bob Washo

Vote: unanimous

2. **Audit Committee:** The following bills for Abstract #3-2017 were approved for payment:

General "A".....	\$20,399.41
Town Outside "B".....	\$1,193.74
Special Lighting "SL"	\$330.35
Joint Activity "SM".....	\$2,119.66
Highway "DA".....	\$22,562.76
Highway "DB".....	\$7,391.48

Committee approval

3. **Director of Economic Development:** Leigh Rodriguez's written report was submitted and approved:

Rodriguez stated that the Main Street grant is moving along with the consultant writing up scopes. Led testing is progressing.

Councilman Washo raised questions on the extension of the Blueway trail plan. Rodriguez stated that the status report has been processed in the NYSDOS system.

Washo also asked about involving other municipalities in financial support of the Town's various grants. Washo expressed concerns about the Village of Rensselaer Falls not being included in the Blueway process. Supervisor Button stated that potential partners for the grants (especially Rensselaer Falls) have not been interested in the past and the Town decided to proceed without the support of other municipalities. Button stated that now there is new leadership, hopefully Rensselaer Falls will get involved.

Motion: Paul Backus Seconded: Phil LaMarche Vote: unanimous

4. Community Director: Leigh Rodriquez's reported was approved:

Motion: Paul Backus Seconded: Phil LaMarche Vote: unanimous

5. Assessor: Steve Teele's written report was submitted and approved:

Motion: Jim Smith Seconded: Bob Washo Vote: unanimous

6. Historian: Linda Casserly's written report was submitted and approved:

Motion: Paul Backus Seconded: Phil LaMarche Vote: unanimous

Casserly stated that working with Denis Barr is a real gift to herself and the community.

7. Code Enforcement Officer: Russell Lawrence's written report was submitted and approved:

Motion: Paul Backus Seconded: Jim Smith Vote: unanimous

Supervisor Button stated that a portion of the roof at the Riteaid building blew off in the wind storm on this date. Button will inform Mr. Lawrence upon his arrival back from his code conference, with a request for a prompt inspection.

8. Recreation Director: John Taillon's written report was submitted and approved:

Motion: Jim Smith Seconded: Bob Washo Vote: unanimous

Taillon stated that the summer New York Yankee bus trip is not full yet, but is confident that it will be once it is put out to the public.

9. Highway Superintendent: Terry Billing's written report was submitted and approved:

Steven Smith was present to represent the Highway Department and stated that all is going well at the highway. Supervisor Button will provide the highway committee current figures and an updated list of all road construction.

Motion: Bob Washo Seconded: Jim Smith Vote: unanimous

10. Town Supervisor: David Button's written report was submitted and approved:

Motion: Paul Backus Seconded: Jim Smith Vote: unanimous

Supervisor Button stated that all property tax has been received and sales tax is starting to come in (although below budgeted levels).

11. Town Clerk: Lisa Hammond's written report was submitted and approved:

Motion: Paul Backus Seconded: Bob Washo Vote: unanimous

12. Tax Collector: Lisa Hammond's written report was submitted and approved:

Motion: Paul Backus Seconded: Bob Washo Vote: unanimous

Hammond stated that tax collection is going well and will continue through May.

13. Legislators: None

14. Justice Court: Justice Court written reports were submitted and approved:

Judge Rosemary Philips \$11,295.00 Judge James Monroe \$8,053.50

Motion: Jim Smith Seconded: Paul Backus Vote: unanimous

15. Committee Reports:

16. OLD BUSINESS:

a. Discussion of Court Compensation Structure:

Judge Philips was present and updated the board on the metal detector that was received through a JCAP grant. The machine has been delivered to the municipal building and will be installed sometime next week. Philips stated that she is requesting a \$3,207.00 raise for the Justice Clerk, raising the salary to \$45,000.00. Discussion was held and the matter and it was tabled to the April meeting. Philips added that more cameras will be installed for better security. Supervisor Button stated he will take a look at the numbers in the Justice personal account.

Councilman Bob Washo asked Philips about a procedure manual for the metal detector. Philips stated that she is compiling one with resources from Potsdam Court and the internet.

Philips passed out a handout to board members with the figures on income to ratio, pointing out that the court is doing well (in comparison with other communities). Philips would like to implement cross training in the justice office for those times when the Court Clerk is sick or out of the office.

17. NEW BUSINESS:

a. Reports on Annual Association of Town Meetings:

Councilman Paul Backus provided the board members with a write up and pamphlets from the Annual Conference for their review. Supervisor Button had a presentation prepared and went over the highlights, and offered to email it to the board for their review.

b. Approval to charge for 2nd tax notice:

Motion to charge \$2.00 for a 2nd tax notice mailing to persons that have not paid anything at all on their taxes.

Motion: Paul Backus Seconded: Bob Washo Vote: unanimous

c. Approval of Clerk Conference:

Motion to approve Clerk Hammond to attend the annual Clerks conference in Rochester this April

Motion: Paul Backus Seconded: Phil LaMarche Vote: unanimous

d. Any other business that may come before the board

5:30 p.m. Village of Canton Board members were present to hold a joint meeting with the Town Board for discussion purposed of the following items.

Mayor Dalton began the meeting with discussion on a Economic Developer Assistant being hired to help assist Leigh Rodriguez. Both boards agreed that this assistant shall answer directly to Rodriguez and be held at a administrative position. Mayor Dalton stated that this will be an exempt position. It was decided that this assistant shall be hired at an hourly rate between \$14.00 and \$16.00 an hour for 15 to 18hrs a week to be advertised in the local papers.

Recreation Director Replacement for John Taillon was discussed. Mayor Dalton stated that the canvas letters have went out and the interviews will began the last week of March with an anticipation date of hire on or around May 1st, 2017 at a salary between \$37 and \$42,000.00 a year.

Trustee Pynchon will send the Town board members a copy of the Village's non contract benefit policy to review.

The Recreation Committee will meet again the 1st part of April. Mayor Dalton noted that Brian Coakley has asked to add bandwidth and equipment at the pavilion at no cost to the municipality in anticipation of televising the games.

Leigh Rodriguez stated that a kick off meeting was held for the Comprehensive Plan with the Department of State where roles and responsibilities were gone

over. Trustee Pyncheon added that the group is very enthusiastic and that things will start moving along, noting that Rensselaer Falls will be a great addition.

Supervisor Button led a discussion on the asbestos in the building, particularly the floor tiles that are coming loose. Historian Casserly requested that the floors be waxed at least two to three times a year to help seal them. Supervisor Button provided to anyone that wanted it a copy of a report that was conducted in December of 2003 by Tisdell & Associates on the findings in the building. Historian Casserly stated she would like her office waxed and not carpeted. After discussion it was decided that Supervisor Button will get a carpet estimate and go back to Tisdell's for an updated report and ask them for a recommendation. The cost will be split between the Town and Village.

Trustee Pyncheon stated that the Economic Steering Committee asked to be involved in the process of replacing retiring Chamber of Commerce Director Sally Hill and that a chamber rep to the steering committee came back and said "no thank you". Pyncheon noted that the Town and Village pay about a quarter of the Chambers Budget and house them in the building. After discussion it was decided that Supervisor Button and Mayor Dalton will co write and sign a letter to the Chamber asking for more engagement.

The next joint Town and Village Board will meet on June 19th 2017 at 5:30 p.m.

Supervisor Button requested scheduling annual department audits. These audits will be done April 12th, 2017 before the regular monthly meeting begins by the board members.

e. Truck Bids:

Councilman Paul Backus presented the board members with a car fax and write up on the value of the 2011 truck that the Town repossessed as a result of a RBEG loan in default along with the description of the truck. An Appraisal was included in the package from Backus. Discussion was held on holding an auction or advertising for sealed bids. It was decided to go with sealed bids to be delivered to the Town Clerks office by April 12th at noon and to be opened at 5 p.m. during the regular monthly meeting on April 12th 2017. Attorney Nash will draft the language and advertise the 2011 Dodge Ram 5500 SLT in the local newspapers.

f. Zoning:

Councilman LaMarche noted that the Code Enforcement Officer Lawrence has reached out to the property owner located on Old Rt 11 and they will clean up the lot and start moving vehicles as soon as the ground is hard.

Klaus Proem (Chair of the ZBA) presented Supervisor Button with the name of a potential ZBA board member, that being Matt Scafidi-McGuire. Matter tabled for further discussion. Discussion was brought up about Mike Morgan (Chair of the

Planning Board) recommendation of consolidating the Zoning and Planning Boards. This discussion will take place again when the Comprehensive Plan is complete.

7:10 p.m. meeting adjourned

Motion: Jim Smith

Seconded: Bob Washo

Vote: unanimous

Respectfully Submitted,

A handwritten signature in cursive script that reads "Lisa A. Hammond".

Lisa A. Hammond
Canton Town Clerk
