**Regular Monthly Meeting, Colton Town Board, March 11, 2020**

**State of New York, St. Lawrence County, 94 Main St., Colton 13625**

Present: George Cayey, Supervisor Councilpersons: Katheryn Hayes

 Kevin Hawley, Hwy. Supt. Ronald Robert

 Darren Richards, DPW Supt. Grace Hawley

 Donna Buckley, Clerk

Absent: Lisa Fisher-Davis

Others present: Robert Ball, Rick Perkins, Penny Cayey, Mary Jane Watson, Danny Collins, Ellie Menz, Deanna McNamara, Hayley McNamara, Peter Edwards, Lorraine Gowing, Jace Worden, Joseph Kraszewski, Cody Trimm, Sara Trimm, Cion Trimm, Danielle Edwards, Kayleigh Kenyon-Lamore, and Roderic Kenyon

Supervisor Cayey opened the meeting at 6:00 with the Pledge of Allegiance.

Mr. Cayey asked if the Board Members had reviewed the minutes, bills and reports.

Ms. Buckley reported the minutes are not completed for review yet.

Motion # 1

**APPROVE WARRANT # 3 AND BANK RECONCILIATION**

Motion made by Mrs. Hawley, seconded by Ms. Hayes to approve the bills on Warrant # 3 and the bank reconciliation.

Ayes 4 Hawley, Hayes, Robert, Cayey

Noes 0

Motion carried

**LEGISLATOR’S REPORT** Mr. Perkins reported at the March 2, full board meeting:

* We had 38 resolutions
* We had 13 modifications to the budget
* We had 1 resolution approving of vacancy positions
* We had 15 Agreements/Contracts to be signed
* We had a resolution thanking County Court Judge Coffinger for establishing a procedure and implementing protocol for the removal of pistol license restrictions
* We had a resolution calling on Judge Coffinger to allow for cross registration for those permitted to possess firearms in St. Lawrence County with any other holder with licenses in the State
* We had a resolution authorizing the creation of a Gun Safety Education Program for St. Lawrence County for the Sheriff’s Office
* We had a resolution authorizing the County Clerk to assess a fee for conveyance notices under real property law
* We had a resolution authorizing Jason Pfotenhauer to serve as Section 3 Coordinator for HUD – Funded Housing Projects and Community Development Programs and also the Fair Housing Officer
* We had a resolution urging the State to immediately amend the Bail and Discovery Reform Laws
* We had resolutions authorizing the rehab of the Talcville Road bridge and the County Route 17 culvert project
* We had a resolution requesting the State Legislator and the Governor to adopt legislation to permit St. Lawrence County Home Rule to extend the sales tax rate as previously authorized from 3% to 4%
* We had another group of citizens speaking about making St. Lawrence County as a Sanctuary County for the 2nd Amendment and safe act

If anyone has any questions please feel free to reach out to me.

**DOG WARDEN REPORT** Mr. McConkey reported he had three dog welfare checks and responded to nine calls of dogs at large. Mr. McConkey stated he could not stress enough to people “don’t take stray animals into your home”!

**ASSESSOR’S REPORT** Mr. Ball reported:

* Since January 1st, 2020 there has been eight new property transfers, 5 new since last month.
* Closed out 17 building permits this month. I currently have 57 open building permits. Of the 57 open permits, I have visited 35 of them. I still need to process the data and make any assessment changes to these properties. I will be visiting the remaining 22 sites in the next couple of weeks.
* This month I received all but two of the Senior Citizens Exemption Renewals.
* One resident had passed away. I spoke to the other property owner and he hung up on me after I explained that I needed the paperwork back.
* I have processed and approved all of the exemption renewal that I did receive back.
* I have removed 13 other exemptions from the 2020 Assessment roll. These are primarily from the sale of properties over the last few months.
* I processed all of the exemptions for the 2020 Roll, only having to deny one exemption for a property owner who was over the income limit.

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**BTI REPORT** Ms. Buckley read aloud Ms. Malik’s report in her absence:

* We have the Black fly permit. Treatments will begin on Thursday March 12.
* My Dr. gave me permission to return to work Wednesday March 11th with re-evaluation on the 31st.
* On Friday February 28th , I found out one of the crew was not returning. I had to really scramble to identify a potential crewmember. Jason Fogg, submitted the 30 Hour course application to DEC and I requested them to expedite its approval within three days instead of the normal ten-day minimum.
* I was able to teach the course last Wednesday through Saturday and then get Jason registered for the DEC exams for March 18th in Cortland.
* The pre-employment drug/alcohol test and physical were both successfully completed.
* I am requesting the Town Board approve Jason Fogg be hired for the Bti Program. He would be able to start in the field, learning his area and streams and get field trained, before he actually gets his Pesticide Certification.
* I am still waiting for the mosquito permits but we typically don’t find mosquito larvae until the end of April. I anticipate we will be receiving those soon.
* I also submitted permit applications for a wetlands permit to control the Phragmites in Horton Flats. Speaking with the DEC permits department, they were very much in favor of my proposed project and don’t anticipate any problems with it. The fieldwork for that project would be done in the fall.

Motion # 2

**HIRE BTI EMPLOYEE**

Motion made by Mr. Robert, seconded by Mrs. Hawley to hire Jason Fogg to the BTI Department upon completion of his drug/alcohol test and physical.

Ayes 4 Hawley, Hayes, Robert, Cayey

Noes 0

Motion carried

**DPW REPORT** Mr. Richards reported:

*Transfer Station* We will continue to work on planning for our Transfer Station Overhaul these next couple of months with the town engineer and other solid waste solutions continuing to be a challenge.

*Water and Sewer* Sludge results are still not in for Watertown Sludge Hauls. We are still pressing for a hauling fee from Casella. DOH inspected our system and we had good reviews without violations of any issues of any kind. Good report overall. We had a tower plant communication issue that was rectified and we are exploring putting in a propane heater in at the well site and move away from inefficient electric heat.

*Building and Grounds* Wright Choice is completing the propane heating units at the Community Center by the end of this week. S&L Electric is also completing the Highway LED conversion by Friday. Museum was put out to bid for the siding, porches and exterior door replacements. Museum bids came from a Syracuse Company $99,420 and Bonno Construction $82,000 were opened and we recommend awarding the bid to the lowest bidder, Bonno Construction. Bill Bonno added an exterior door to the original baseline bid for the same cost and agreed to complete the work before Colton Country Days. We have had approximately 1600 people at the rink this season. The rink is now closed for the season.

**SAFETY REPORT** Mr. Richards reported:

Four members of the DPW attended a Dig Safe seminar in Hogansburg, yesterday, Tuesday March 10. We are finishing our registration in the Clearinghouse program which is DOT mandated to monitor the CDL driver’s records in our Town. PL Mousaw would like to add a streetlight to our lighting district on Pine Street on the corner and hill above her house for safety. It is a high traffic boat hauling area and would provide additional visibility for traffic on a blind corner for year round traffic. Permission from the board to add a light to that area?

**CODE ENFORCEMENT REPORT** Mr. Richards reported:

Six permits this year so far. One ZBA application coming up soon and a new operating permit will be coming soon on a Small Engine repair shop. We also have one subdivision for a new home on Higley for the March meeting. Code Class is complete with new Codes coming out May 2020. New Software will be installed as well for Codes this Month. Permission for the Code officer to attend the 2 day Conference April 29th and 30th.

Motion # 3

**ACCEPT BIDS AND AWARD MUSEUM BID**

Motion made by Mrs. Hawley, seconded by Mr. Robert to accept the bids and to award the Museum to the lowest bidder, Bonno Construction.

Ayes 4 Hawley, Hayes, Robert, Cayey

Noes 0

Motion carried

Mr. Richards reported only $62,000 was budgeted for the Museum repairs. Mr. Cayey asked the Board if they approve using $30,000 out of fund balance to finish the museum project. Mr. Robert asked if this would finish Museum repairs for a long time. The reply was yes.

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Motion # 4

**APPROVE USING FUND BALANCE TO FINISH MUSEUM**

Motion made by Mrs. Hawley, seconded by Mr. Robert to approve using $30,000 of fund balance to finish Museum repairs.

Ayes 4 Hawley, Hayes, Robert, Cayey

Noes 0

Motion carried

Peggy Mousaw’s request to join property was discussed briefly. The issue being one parcel is in the light district, the other isn’t. Upon Board approval, they can be combined as one parcel in the light district. She asked if she could have a streetlight put by her place then too.

Motion # 5

**AUTHORIZE JOINING 2 PARCELS AS ONE AND REQUEST A STREETLIGHT**

Motion made by Mr. Robert, seconded by Mrs. Hawley to approve Peggy Mousaw to join her two parcels to one into the lighting district on Pine Road. Mr. Richards will make a request to Niagara Mohawk for a streetlight to be installed.

Ayes 4 Hawley, Hayes, Robert, Cayey

Noes 0

Motion carried

Motion # 6

**APPROVE MR. RICHARDS ATTEND APA CONFERENCE IN LAKE PLACID**

Motion made by Mrs. Hawley, seconded by Ms. Hayes to approve Mr. Richards attend the APA Conference in Lake Placid.

Ayes 4 Hawley, Hayes, Robert, Cayey

Noes 0

Motion carried

**HIGHWAY REPORT** Mr. Hawley reported:

* Since our last board meeting we have still been geared up for snow and ice. This week we unharnessed our sander from the spare truck in order to get it suited up to use for our tractor-trailer. We have also been doing vehicle maintenance and cold patching. As Soon as weather permits we will be starting our spring street sweeping
* The county Asphalt bids are due the 25th of this month. After that, I will be able to figure out how much capital work we can accomplish within my budget and have my item one agreement ready for the next meeting.
* The new New Holland tractor arrived and it looks like it will be a nice unit.
* I have a quote from Walldroff Equipment for a new power broom to install on the tractor. The price is $12,849.75. This includes an 8-foot power angle broom, a 3-point hitch hydraulic unit to operate the broom and all hydraulic lines to fit tractor for installation. It takes two to three weeks for the order to come in and with your permission; I would like to order this.

Motion # 7

**PURCHASE POWER BROOM**

Motion made by Mr. Robert, seconded by Mrs. Hawley to authorize Mr. Hawley to purchase a power broom for the highway department in the amount of $12,849.75.

Ayes 4 Hawley, Hayes, Robert, Cayey

Noes 0

Motion carried

**LIBRARY REPORT** Mrs. Menz reported:

The Trustees are nearly done with revising their policy that’s required by the State. The 2019 Operation Report will be next. April meeting is on the 13th at 5:30 p.m. Mrs. Menz asked if there were changes to holidays in the handbook. Mr. Cayey stated he would send it to her.

**CLERK’S REPORT** Ms. Buckley reported:

* The tax warrant was $4,659,950.81 we have collected all but $484,729.39. The 2nd installment is due by March 31st and the last payment is due by June 1st because May 31st falls on Sunday.
* The Standard Work Day Resolution is completed and includes Kevin Hawley, Darren Richards, Dennis Eickhoff, Shelley Rayner, Andrea Malik and Myself. The Record of activities are here for the Boards review to verify that what we include is accurate to your knowledge.
* The ad to hire a DPW laborer and the ad posting the roads was sent to the WDT and CO today.
* My Clerk’s Conference hasn’t been canceled yet so I plan on going April 25 to 29 in Albany.
* The Museum project bids were opened Monday March 9th as advertised. Only two bids came in.
* A call came from the Census Bureau asking me to fill out a form that tells them what we are going to do the Census materials we have. The choices are to mail them back to the Census Bureau or destroy them. What is your choice of destruction? Shred.
* I need a motion to set the $2.00 second notice fee.

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Motion # 8

**APPROVE STANDARD WORKDAY RESOLUTION**

Motion made by Mr. Robert, seconded by Mrs. Hawley to approve the Standard Workday Resolution.

Ayes 4 Hawley, Hayes, Robert, Cayey

Noes 0

Motion carried

Motion # 9

**SET SECOND NOTICE FEE**

Motion made by Mrs. Hawley, seconded by Ms. Hayes to set the second notice fee at $2.00.

Ayes 4 Hawley, Hayes, Robert, Cayey

Noes 0

Motion carried

Mr. Edwards and the 2020 Lego Robotics Team called the Colton Tower Tumblers gave a presentation upon what they feel could enhance the Town of Colton. Their ideas consisted of signage to make visitors aware of local interests such as Stone Valley Trail, Colton Museum, Pump Track, Frisbee Golf Course and more. The Tower Tumblers offered prototypes of signs and where they could be located.

Mr. Cayey thanked them for their presentation and agreed they had good ideas that could be used.

**UNFINISHED BUSINESS**

1. NYCLAS interest last month was $4,091.99
2. Sidewalks – Mr. Robert has been talking with a contractor
3. July 4 falls on a Saturday this year. What does the Board want to do? Mr. Robert stated he feels it should be open regardless if it’s a holiday. The remainder of the Board agreed. Mr. Richards asked about pay on the holiday.

Motion # 10

**OPEN TRANSFER STATION JULY 4**

Motion made by Mr. Robert, seconded by Mrs. Hawley to open the Transfer Station Saturday July 4, 2020. The attendant that day will be paid overtime.

Ayes 4 Hawley, Hayes, Robert, Cayey

Noes 0

Motion carried

**NEW BUSINESS**

* The Memorial Wall needs repair. Mr. Robert said he’d take a look at it.
* Brookfield wants assessment lowered. Mr. Ball said to wait for them to file an Article 9, and he will speak with Attorney Gustafson.
* July 7, 2020 mandatory sexual harassment training. Morning or afternoon, call Donna.

**COURTESY OF THE FLOOR**

Danny Collins thanked the Town for the help with the trail system, it’s been a banner year for local businesses from snowmobilers. Now it’s time to talk about ATV’s. Mr. Collins asked Ms. Watson about the noise she hears from snowmobiles and tractor-trailers by her residence and saying the noise would not be any worse with the bridge open for ATV traffic. Ms. Watson didn’t respond.

Mr. Richards said he is addressing the coronavirus and following CDC rules and best practices. If the Town of Colton minimizes services, some may work from home and hope the warmer weather will help dissipate it.

Motion # 11

**ADJOURNMENT**

Motion made by Mrs. Hawley, seconded by Mr. Robert to adjourn.

Ayes 4 Hawley, Hayes, Robert, Cayey

Noes 0

Motion carried, 7:34 p.m.

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 Donna Buckley, Town Clerk

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