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

Present: Ronald Robert, Town Supervisor Councilpersons: Lisa Fisher

Kevin Hawley, Highway Supt. Jacob Poste

Darren Richards, Code/Safety/DPW Supt. Stephen Knight

Jennifer Cole, Town Clerk Kevin Beary

Meeting attendees: Andrea Malik, Grace Hawley, Jeff Tubolino, Nancy Robert, Linda Shaver, Brittney Gravlin, Shelley Rayner, Rick Perkins, Kirke Perry, Anne Townsend, Elle Menz, Ed Fuhr

Zoom attendees: Dennis Eickhoff, Peggy Shea, Cynthia Hennessy, Judy Fuhr

Supervisor R. Robert led the meeting with the Pledge of Allegiance. Meeting opened at 6:00 pm.

Motion #1

**Adopt the agenda for this meeting**

Motion made by Mr. Knight, seconded by Mr. Poste, to adopt the agenda for this meeting.

Ayes 5

Noes 0

Motion carried

Motion #2

**Approve 2023 Regular Town Board Meeting Minutes**

Motion made by Mr. Knight, seconded by Mr. Poste, to approve the minutes from the September 2023 regular monthly meeting.

Ayes 5

Noes 0

Motion carried

Motion #3

**Authorize Bank Recon, Transfers, & Bills in Warrant #10, 2023**

Motion made by Mr. Knight, seconded by Mr. Poste to authorize payment of bills labeled Warrant #10, do a budget amendment, and a transfer as indicated below.

Questions from Mr. Beary on two attorney invoices.

Ayes 5

Noes 0

Motion carried

General Fund…………………………………………………………………………..………..$185,725.65

Highway Fund…………………………………………………………………………………....282,046.33

Library Fund………………………………………………………………………………………..1,603.99

Colton Light Dist………………………………………………………………………..…………....862.52

S. Colton Light Dist………………………………………………………………….…….................806.31

Sewer Fund #1……………………………………………………………………..……………...21,432.14

Water Fund #1……………………………………………………………………….………….….1,931.32

TRANSFERS:

To: A816.200 Transfer Station Equip...……………………………………….….………...$400,000.00

A4068.4 Insect Control Mosquito Cont……………………………………………………3,000.00

A7450.2 Museum Improvements………………………………………………………....16,200.00

From: A599 Fund Balance...……………………………………………………….………….$416,200.00

A4068.13 Insect Control Mosquito Control……………………………….………………3,000.00

To: L7410.434 Publicity...………………………………………….…………………………...$500.00

From: L1990.4 Contingency...……………………………………………………….…………….$500.00

**Courtesy of the Floor:**

*Ed Fuhr* – wanted to voice concern and support for the budget process and appropriate increases for union contracts. Mr. Fuhr stated he does not want the Town to be improperly reserved on raising taxes should the financial situation warrant it. There hasn’t been a tax increase for the town in a long time. Please, take care of this in a timely manner.

*Linda Shaver* – requested an update from the board regarding the “NO ATVs & UTVs” safety signage for the French Hill Road. Supervisor Robert responded that temporary signage had been posted and he will keep Ms. Shaver updated regarding permanent signage.

**County Legislators Report:** Rick Perkins

At the October 2nd Full Board Meeting:

We had 33 resolutions.

We had 14 modifications to the budget.

We had 8 Agreements / Contracts to be signed.

We had a resolution authorizing the filling of 13 vacant positions.

We had a resolution proclaiming October as SLC History month and recognizing the County and all local Historians for their contributions in preserving SLC history.

We had a resolution proclaiming October 22 – 29, 2023 as National Lead Poisoning Week in SLC.

We had a resolution declaring October as Domestic Violence Month.

We had a resolution proclaiming October 2023 as Cybersecurity Awareness Month.

We had a resolution authorizing the collection of omitted taxes.

*Cont’ County Legislature Report*

We had a resolution encouraging Governor Hochul to sign Senate Bill S.1466 and Assembly Bill A.250-a authorizing payment to non-participating or no=preferred providers of Emergency Medical Services licensed under Article 30 of The Public Health Law.

We had a resolution urging the NYS Legislature and Governor Hochul to draft and enact Legislation regarding an identification process for voters.

We had a resolution appointing an interim Director of Public Health for SLC – Carly Zimmerman.

**Engineer Report:** Jeff Tubolino

**Solar Law**

Part 1 of the EAF and the resolution to establish lead agency for SEQR was sent to St. Lawrence County (SLC) and Adirondack Park Agency (APA) the day after the September Town Board Meeting. SLC and APA did not object to the Town acting as lead agent for SEQR. Darren Richards and I completed Part 2 of the EAF. We’ll need board determination for Part 2 of the EAF. Part 3 of the EAF and publication on the NYSDEC Environmental News Bulletin to follow.

Motion #4

Ms. Fisher made a motion, seconded by Mr. Poste, to move forward with resolution #12- 2023 SEQR NEGATIVE DECLARATION TOWN OF COLTON – SOLAR LAW

Ayes 4

Noes 1 Beary

Motion carried

**RESOLUTION #12- 2023 SEQR NEGATIVE DECLARATION TOWN OF COLTON – SOLAR LAW**

At a regular meeting of the Town Board of the Town of Colton, St. Lawrence County, New York, held at 94 Main Street, Colton NY on the 18th day of October, 2023 at 6:00 p.m., prevailing time. The meeting was called to order by Supervisor Robert and upon roll being called, the

following were:

**PRESENT:** Ronald Robert, Supervisor

Kevin Beary, Councilmember

Stephen Knight, Councilmember

Lisa Fisher, Councilmember

Jacob Poste, Councilmember

**WHEREAS,** the Town is proposing an amendment to land use law to allow solar facility development; and

**WHEREAS**, the land use amendment is Type 1 Action pursuant to the State Environmental Quality Review Act and the regulations promulgated therewith (“SEQR”); and

**WHEREAS,** at regular meeting of this Board held on September 20, 2023, Part I of the Long Form EAF was duly accepted for filing by this Board, this Board declared itself lead agency for the SEQR review, and directed the Town Engineer to circulate that notice together with Part I of the EAF to the other involved agencies; and

**WHEREAS,** by letters dated September 22, 2022, Part I of the EAF was forwarded to each of the other involved agencies the Town Engineer has received the consent of the other involved agencies for the Town Board to serve as lead agency; and

**WHEREAS,** pursuant to 6 NYCRR part 617, this Board has reviewed Part II of the Long Form EAF to determine whether the land use amendment will have a significant effect on the environment; and

**WHEREAS**, pursuant to Article VIII of the Environmental Conservation Law and the regulations adopted pursuant thereto by the Department of Environmental Conservation, to wit: 6 NYCRR Part 617, this Board has determined that the Action will not have a significant effect on the environment and will not cause a significant impact on the environment, and therefore, the preparation of an Environmental Impact Statement is not required.

**NOW, THEREFORE,** be it resolved by the Board of the Town of Colton as follows:

1. Based upon the examination of the Long Form EAF and the criteria set forth in 6 NYCRR Part 617, this Board makes the following findings.

* The proposed Action constitutes a Type 1 Action pursuant to 6 NYCRR Part 617 and this Board has conducted a coordinated review.
* No potentially significant adverse impacts on the environment are noted on the EAF and none are known to this Board.

2. The notice of Determination of No significance attached hereto is hereby adopted and accepted by this Board as its Negative Declaration in connection with this inspection.

3. The Town Clerk for the Town of Colton is hereby directed to file in the Town Clerk’s office in the file readily accessible to the public the Negative Declaration attached hereto and forward a copy of the Negative Declaration to the other involved agencies.

4. All subsequent notices concerning this inspection shall note that this Board has issued a Negative Declaration.

**Transfer Station**

Construction submittals/shop drawings continue to come in for products and equipment that require review/approval. The new compactors have been delivered to the site. The building framing material is onsite and is anticipated to be started by the beginning of next week. The site has been rough graded, and the driveway subbase course has been placed and is ready for paving. See attached Project Budget update.

**Wastewater Treatment Plant Improvements**

The project was advertised for bidding on September 29th. The bid opening was at 10 AM on October 16th. The Town received on bid from North Sons Construction LLC for $20,800. Mr. Richards engaged in negotiations with North Sons, receiving a secondary bid for $18,000. Requesting a motion from the Board to move forward.

*Cont’ County Legislature Report*

Motion #5

Ms. Fisher made a motion, seconded by Mr. Knight, to move forward with the $18,000 bid from North Sons Construction, LLC.

Ayes 5

Noes 0

Motion carried

**Wastewater Treatment Plant Improvements**

We continue to work on the new platform and aeration diffuser design drawings and specifications.

**Pedestrian Improvements**

Ronnie, Darren, and I met with Karen Bage from St. Lawrence County Health Initiative October 10th to discuss the pedestrian improvements. We updated to pedestrian improvements master plan mapping based on the Town Highway Department’s condition inventory from last year. The mapping has been provided to Karen and Clarkson University to aid with the comprehensive plan update.

**Dog Warden Report:** Mike Gilbo

Nothing at this time.

**Bookkeeper/Assessor Report:** Shelley Rayner

Bookkeeper

* Interest earned last month $16,489.43.
* Next Budget workshop needs to be scheduled.

Discussion on dates that would work for all board members schedules. Decision on October 26th at 6pm for the budget workshop. Decision on November 1st for the public hearing on the 2024 budget.

Tentative Budget Highlights

* Now in Preliminary Stage of Budget.
* Current budget shows all increase /changes to date.
* $129,167 needed from Appropriated Fund balance in General Fund.
* $124,138 needed from Appropriated Fund balance in Highway Fund.
* Consideration needed with Erie Blvd. pending lawsuit.

Assessor

Nothing at this time.

**BTI Report:** Andrea Malik

* I have had very little response to my advertisement for technician positions on the BTI crew.
* I still have no definitive answer on returning crew. I know 2 out of 3 are not coming back. One is hoping to but currently has a full-time job…its complicated.
* In anticipation of having little to no crew, I would like to have the town purchase an E-bike for me. It would make working much more efficient, allowing me to monitor streams more quickly and get more streams treated.
* AVENTON ADVENTURE.2 $1800 (includes rack)

Or

* LFT VELOTRIC NOMAD 1 $1600 (no rack) $70-rack
* bike carrier $400-$750
* Helmet $50-$100
* Lock- zip lock $25-Kryptolok cable and U-lock $75
* Suspension seat $121

Total cost bike /carrier/accessories $2245 - $2845

I have an unencumbered balance of $1907.50 in black fly & mosquito contractual combined. $11,719.7 in black fly & mosquito personnel services combined.

Requesting a motion be made regarding this purchase.

Discussion from the board members on the purchase and use of an e-bike. Mrs. Judy Fuhr gave her advice as she is an avid e-bike user. Councilwoman L. Fisher asked if a secondary bike or an extra battery purchase would be necessary since there is a possibility that Ms. Malik may not have the staff that she normally has.

Motion #6

Ms. Fisher made the motion, Mr. Poste seconded, to allow for the budget transfer from Black Fly Control to Insect Contractual for the purchase of the e-bike, associated safety gear, and transportation equipment.

Ayes 5

Noes 0

Motion carried

Invasive Species

* I am finishing the field work on invasive species this week, cleaning gear, and completing DEC reports next week.

**Code Enforcement/DPW Report:** Darren Richards

**Transfer Station**

Subbase is in place for binder. Highway is all set except Whitton Construction has to put in bollards. S&L

Electric is roughing out meter and disconnect. New Colvert was installed at the new site by the DPW.

Retaining wall is installed for overflow and metal bin site and the water line was installed by DPW but not hooked up yet. We are waiting on trusses to be installed as they are in the way of final water hook up.

*Cont’ Code Enforcement/DPW Report*

**Water/Sewer**

Plant is running great since sweeper arms were replaced. The bid for the concrete floor at the sewer plant is in. We need the board to make a decision on the bid. It is higher than expected but not uncommon with building prices higher everywhere. We advertised for five days and only one bid was submitted. We will be doing a water repair dig this week on 56 this week.

**Building and Grounds**

Benches are being re-stained by a community member conducting community service hours for the court system. Building at swift and dugouts are getting re-grouting. The tower is complete. Library will have the steps kure-n-seal complete for winter salt prep. We have a 20-foot trailer we budgeted for and we just got in our bids. We would like the board to make a motion to accept the lowest bid.

Motion #7

Mr. Poste made the motion, Mr. Knight seconded, to allow for the $10,000 purchase of the 20-foot trailer from A- Plus Auto.

Ayes 5

Noes 0

Motion carried

**Safety**

Fire Extinguishers were done for the town buildings and all commercial vehicles and equipment. Fire panels are being inspected in the month of October.

**Code Enforcement Office**

82 permits for the new year. We have one Conditional Use Permit this month.

**Highway Report:** Kevin Hawley

* Since the last meeting we have completed the Cayey Rd. bridge project everything went well. The cost is just about right on with my budget numbers.
* I do still have some chips money left over. We are scheduled to pave tomorrow on Cold Brook Dr. and Green Point Rd. We are having problems with the paver Campany Diesel has been working on it but as of right now it still is not fixed. He is coming back today to try one more part.
* We also have a hydraulic pump leaking on one of the plow trucks the part is not available from the manufacturer Viking is working on an estimate to retrofit the newer style hydraulic pump to the truck. I'm certain the fix will be over my spending limit but I still do not have the cost estimate.

Motion #8

Ms. Fisher made the motion, Mr. Knight seconded, to allow for the purchase of the $3,100 plow truck replacement part from Viking.

Ayes 5

Noes 0

Motion carried

**Library Report:** Ellie Menz

* Planning has commenced for the Library’s Summer 2024 Children’s Program.
* The Book Nook had a very successful close out sale.
* It is anticipated that the Library will cover approximately $10,000 through their General Fund for the projected wall replacement. The General Fund is able to support this project through the successful management of their budget expenses and rollovers from previous years.

**Planning Board Report:** Kirke Perry

The Planning Board met on October 17, 2023. We had one Conditional Use application, for Loren LaPierre to operate a waste transfer station at his property on McKabe Rd. The application was approved.

Members of the board met with Karen Bage and Eric Backus and his Clarkson team to discuss progress on the Comprehensive plan. The hiking trails, campsites etc. have been given to them. They are still working on a survey to hand out to community residents to get their input on what they would like in a comprehensive plan.

We also updated the application forms for Conditional Use and Subdivisions to provide more information.

**Town Clerk Report:** Jennifer Cole

* Earlier this month, I found out that the FOIL officer and the FOIL appeal officer cannot be one in the same. I was also told that the town should have a FOIL policy, i.e. – local law or resolution. I would like to request that the board please consider this for future FOIL requests and appeals.
* I have hired Brittney Gravlin as my new Deputy Clerk. Mrs. Gravlin formerly worked at Canton-Potsdam Hospital before the pandemic. I trained Brittney as our court clerk when I got elected to the office of town clerk, she also worked at the New Boyces store. Some of the reasons I chose Mrs. Gravlin are she is professional, courteous, punctual, and she is not afraid to ask questions. Brittney is already a notary public as well. I would also like to add that Mrs. Gravlin is a veteran. I am proud to have her on our team.
* At our October 16th budget meeting there was no new date set for another budget meeting for the preliminary 2024 budget. If the board could please set a new date and time and give me direction on how it should be advertised.

**Correspondence:**

Nothing reported.

**Unfinished Business:**

* Budget – On Going
* Solar Law Update on SEQR: Information provided previously within the meeting.

**New Business:**

* Pedestrian Safety Committee Report: Information provided previously within the meeting.
* Bid Decision - Sewer Plant Concrete Project: Information provided previously within the meeting.

**Adjournment:**

Motion #9

With no further business to discuss Ms. Fisher made a motion to close the regular monthly meeting at 7:34pm seconded by Mr. Poste.

Ayes 5

Noes 0

Motion carried

*Meeting minutes get approved at the next Town Board meeting.*

*Meeting minutes by Colton Town Clerk Jennifer Cole.*