**Regular Monthly Meeting, Colton Town Board, June 12, 2020**

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

Present: George Cayey, Supervisor Council Members: Katheryn Hayes

 Darren Richards, DPW Supt. Grace Hawley

 Kevin Hawley, Hwy. Supt. Ronald Robert

 Donna Buckley, Clerk

Absent: Lisa Fisher-Davis

The regular monthly June Board meeting moved to Friday in order to have time to advertise the meeting as a Zoom meeting to include the public. Others attending through Zoom were Dennis Eickhoff, Les Baker and Mary Jane Watson.

All Board Members, DPW Supt., Hwy. Supt. and Clerk all sat a minimum of 6’ apart and all wore facial masks.

The meeting was advertised to start at 10:30. Supervisor Cayey ensured everyone could hear and started at 10:35 with the Pledge of Allegiance.

Mr. Cayey asked if there were any questions, changes, etc. to the April minutes. (There was no May meeting)

Motion # 1

**ACCEPT MINUTES OF APRIL**

Motion made by Mrs. Hawley, seconded by Ms. Hayes to accept the April 15 regular monthly meeting minutes.

Ayes 4 Hawley, Hayes, Robert, Cayey

Noes 0

Motion carried

Mr. Cayey stated A1490.4 was overdrawn and needed to transfer funds.

Motion # 2

**ACCEPT WARRANT, TRANSFERS AND BANK RECONCILIATION**

Motion made by Mrs. Hawley, seconded by Mr. Robert to accept the bills on Warrant # 6, transfers as listed and bank reconciliation.

Ayes 4 Hawley, Hayes, Robert, Cayey

Noes 0

Motion carried

The following accounts are or will be over budget as of May 31, 2020:

 General Fund: A1490.4 Public Works $374.46

Recommended Transfer: A1990.4 Contingency $374.46

Library Fund: L7410.2 Equipment $830.73

 L7410.429 Misc. 88.20

Recommended Transfer: L1990.4 Contingency $1762.00

Mr. Cayey reported the Library Trustees have asked for a revision to their budget, creating a line specific to anything Covid-19 related.

Create line L7410.454 Covid $1500

Transfer from: L7410.428 Summer Read. 1000

L7410.450 Fuel 500

The Friends of the Library are contributing $1000 and there are funds left in building renovations if needed.

Motion # 3

**AUTHORIZE LIBRARY BUDGET REVISION**

Motion made by Mr. Robert, seconded by Mrs. Hawley to authorize the budget revisions as requested by the Library Trustees.

Ayes 4 Hawley, Hayes, Robert, Cayey

Noes 0

Motion carried

Mr. Cayey reported Marty Hassett, SLC Emergency Services Director has asked if we want to apply for a “grant” that would reimburse Covid related expenses.

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**ANIMAL CONTROL** Mr. Cayey reported he and Mr. Richards will work on an ordinance regarding farm animal control. Mr. McConkey says this is necessary to have any recourse.

**Bti REPORT** Ms. Buckley read Ms. Malik’s report aloud:

* On most of the streams we have completed the 3rd and on some the 4th round of treatments for black flies.
* The river has been treated twice and will be treated a third time this week. The lack of snow melt and rain resulted in much lower flow rates so, I was able to use a lot less Bti to treat the river. I was also able to coordinate with Brookfield in May to treat the south Colton section of the river when the generators were shut off by wading across the river using a backpack sprayer using only 1.3 gallons of Bti vs 9.4 gallons in the April treatment. It&#39;s not always possible to do that though. I am trying to coordinate with

Brookfield to see if it&#39;s possible to do that again this week. In a wetter year when the river has higher

flow rates, it can cost as much as $2800 in Bti, to treat the entire section of the river within the treatment

area, Rainbow Dam to Colton Dam, one time. This season, the April treatment cost $794 in Bti, the May

treatment $224.

* The mosquito control program is going well. It has worked very well to have two people working on it instead of just one. I notice the difference in the evenings in my own backyard with there being very few mosquitoes.
* On June 3, 2020 the Bti crew and I did a GIS IMA zoom training. Darren Richards had passed the info about it to me. We use the IMA quite a bit to figure out property owners and boundaries. It would be very helpful if we could add our data of streams and wetland areas to this mapping application. Darren Richards told me how they have for example all the hydrants in the town on the map. I spoke with Star Carter, Assistant Director of Engineering, Development authority of the North Country, about the possibility and she was eager to help. I am requesting approval from the Board to pursue this.
* So far, only one crew member got a tick imbedded that had to be removed. It was on his face. the Tick proof clothing we all wear works well.
* I&#39;ve been in touch with DEC regarding the certification exams for the new crew member. Hopefully he will be able to take them this month in Utica.
* I have the wetland permit for the Phragmites removal project. I will be working on that in the fall.

Mr. Richards stated he spoke with Starr and there would be no additional charge to add the streams, brooks that Ms. Malik would like.

Motion # 4

**AUTHORIZE ADDITION OF WATERS TREATED BY Bti TO GIS MAP**

Motion made by Mrs. Hawley, seconded by Mr. Robert to authorize Ms. Malik to add the water treated by Bti program to the GIS Map.

Ayes 4 Hawley, Hayes, Robert, Cayey

Noes 0

Motion carried

**HIGHWAY REPORT** Mr. Hawley presented his report:

1. Since the last board meeting we have completed our spring street clean up.
2. We also hauled approximately 3000 tons of two inch minus crusher run for the profiler on Number Nine road.
3. We also have graded all of our Gravel Roads and rolled them and applied Calcium Chloride to them for dust and erosion control.
4. The New Farm Tractor has worked out better than I expected with the power broom attachment. In the past we had the broom on Front end loader which worked well but it was inconvenient at best to switch back and forth several times a day from the broom to the bucket.
5. We have Number Nine Road just about ready for the profiler from Suit Kote. I have one new culvert that I want to add and another day or two of ditching left. Suit Kote is expected to be here the last week of this month.
6. I received an Email late last night from our state association of Town Highway Superintendents, stating that the chips allocations are posted to the Chips website. There is wording in there that at a later point the state may reduce our allocation by as much as 20%. This could potentially cause a $30,000 shortfall in funding between Chips, Pave New York and Extreme winter recovery money combined. My recommendation would be to spend all three amounts of $176,000 that way we will have in hand all of the cancelled checks, invoices and all of the documentation to submit my chips report for the total allotment. Because of the last check we paid our bills with last fall being a day late, we did end up over $30,000 extra revenue realized from Chips already this year, I believe we received that in early march. These funds as well as the remainder of General Repairs we have more than sufficient funds to cover cuts from the State.

Motion # 5

**AUTHORIZE MR. HAWLEY TO SPEND ALLOTTED CHIPS FUNDS OF $176K**

Motion made by Mr. Robert, seconded by Ms. Hayes to authorize Mr. Hawley to expend CHIP’s funds of the expected amount of $176,000. ($124,502.17 + $23,937.21 winter recovery + $28,418.86 pave NY)

Ayes 4 Hawley, Hayes, Robert, Cayey

Noes 0

Motion carried

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Mr. Hawley requested to talk about the temporary employee that was hired last November. Mr. Cayey stated they will go into Executive Session to discuss him when the meeting is over.

Mr. Richards asked if Mr. Hawley was interested in highway signs and sidewalks to be added to the GIS map, adding there wouldn’t be additional cost.

Motion # 6

**AUTHORIZE ADDITION OF HIGHWAY SIGNS AND SIDEWALKS TO GIS MAP**

Motion made by Mrs. Hawley, seconded by Mr. Robert to authorize the Town of Colton highway signs and sidewalks to the GIS map, adding no addition cost to the agreement with DANC.

Ayes 4 Hawley, Hayes, Robert, Cayey

Noes 0

Motion carried

Mrs. Hawley left the meeting to attend a funeral service.

Motion # 7

**ADOPT RESOLUITON # 6 – 2020**

Motion made by Mr. Robert, seconded by Ms. Hayes to adopt resolution # 06-2020 as follows.

Ayes 3 Hayes, Robert, Cayey

Noes 0

Motion carried

**SUPPORT OF A 2020 LOCAL GOVERNMENT EFFICIANCY GRANT APPLICATION FOR A**

**NORTH COUNTRY REGIONAL SHARED GEOGRAPHIC INFORMATION SYSTEM PROJECT**

Resolution # **06-2020**

**Whereas**, the Town of Colton has an existing agreement with the Development Authority of the

North Country to be part of the Authority’s regional shared services Geographic Information

Services (GIS) platform, and

**Whereas**, the Town of Colton will act as a participating municipality for a shared services project,

involving multiple local governments in the North Country to develop GIS datasets for municipally

owned assets, including water, wastewater, electric, highway, public works, and cemeteries, and

**Whereas**, the project partners will submit an application to the Department of State Local Government

Efficiency (LGe) Implementation Grant Program, anticipated to be part of the 2020 Consolidated

Funding Application, and

**Whereas**, the Town of Colton understands that they will be required to contribute a 10% match for

the Town’s portion of the overall project budget, up to $950 which will be paid to the lead agency.

**Now, Therefore Be It Resolved**, that the Town of Colton will participate as a municipal partner as

required for the LGe grant application to be filed with the NYS Department of State, and

**Be It Further Resolved**, that the Town of Colton authorizes the Supervisor to execute all financial

and/or administrative processes relating to the implementation of the grant program project as a

participating applicant, and

**Be It Further Resolved**, that the Town of Colton will provide the required documentation and the

support of its staff (as necessary) to the Development Authority of the North Country in

performance of the North Country Regional Shared GIS Implementation Project.

**LIBRARY REPORT** Mr. Eickhoff was attending via Zoom and gave a report:

S & L are finishing up their work at the Library. Curbside service will start next Monday. There is posting at the stores and the post offices telling how to get books ordered and when to pick them up. The Colton Hepburn Library is now a Fine Free Library!

Mr. Richards talked about having S & L Electric to the plant after witnessing a shock when shutting down. Mr. Bronson said it shares neutrals without a ground. A short discussion ended with the following vote.

Motion # 8

**HIRE S & L TO INVESTIGATE AND REPAIR WIRING AT PLANT**

Motion made by Mr. Robert, seconded by Ms. Hayes to hire S & L Electric to investigate and repair the electric system at the Water/sewer Plant.

Ayes 3 Hayes, Robert, Cayey

Noes 0

Motion carried

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**SAFETY REPORT** Mr. Richards reported:

We have worked very hard to supply our Town employees with as much PPE, sanitizing wipes and hand

sanitizer as we can possibly obtain. We are currently in good shape for PPE. Thanks to the county for their

help in this area. We are still monitoring our phases on opening and have cancelled several of social events for

the summer. Our summer leagues for soccer and softball are anxious to start and are asking when they can

utilize the field. Our answer is of course when we are able to do so based on phase four of recreation and

education. We will be in careful consultation with the board on each phase of the openings.

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

28 permits this year so far. We are down by 50 percent on building permits this year to date. As we observe

the neighborhoods, we see a lot of retaining walls, walkways, and other variety of landscaping. I believe the

average homeowner feels compelled to improve their own homes each year and when construction was

restricted they moved to other home improvement projects. One ZBA application on a Use Variance was tabled

for June 25 th for more discussion before rendering a decision.

**PUBLIC WORKS REPORT** Mr. Richards reported:

*Transfer Station* We are open for electronic e-waste recycling. We are having a greater issue than ever before on vermin. If we don’t have a solution soon the rats will continue to undermine the whole paved section of our parking lot at the transfer station. It also ties into our need to redo our operation and infrastructure and upgrade our facilities.

*Water and Sewer* Currently our sludge is being hauled and processed at the Watertown wastewater facility for a combined fee of 24.5 cents per gallon. This increases our sludge disposal fee for an annual additional cost of approximately 5,040 dollars.

*Buildings and Grounds* One last building for full LED lighting conversion and that is the Old Fire Station. Half of that building will be our final completion for LED lighting which will save our Town a considerable cost saving for years to come.

Mr. Richards took this time to mention the spending and hiring freeze and requested the Board to consider hiring a DPW laborer as soon as we get to Phase 4 of Open NY.

**ASSESSOR’S REPORT:**  Mr. Cayey read aloud Mr. Ball’s report:

Since January 1st 2020 there has been 19 new property transfers, 11 new sales sincelast reported.

 I currently have 44 open site visits that I will be visiting over the course of the summer.

 On May 1st, 54 change of assessment notices were mailed out to property owners who saw an increase or

 decrease to their assessed value.

 Grievance Day was held on June 3rd. The Board of Assessment Review received a total of 17 grievances. The

 Board has reviewed and made decisions on all of the cases. The notices of determinations have also been sent

 out to the property owners.

 Two grievances of note are SLIC and Erie Boulevard. Both cases did not receive any changes to their

 assessments.

o SLIC’s grievance is an ongoing court case.

o I expect Erie Boulevard will soon file a formal court case against the Town.

In regards to this case, my recommendations are as follows:

 Hold off on having an appraisal on the properties done. These appraisals are only valid for approx. 6

 months and this case could potentially be drawn out for several years. (we don’t want to pay for

 the appraisal twice)

 Ask the town attorney to find an appraiser who is capable of doing an appraisal on these properties and

 get prices for them.

 I called and left a message with John Zukowski out of Buffalo to see if an appraisal of this magnitude is

 within his scope. I will advise if I hear back from him.

 Ask the Town attorney to speak to the School and County Attorney’s to see if School Board and

 Legislatures would be willing to help with the appraisal cost. In my past experience they have helped

 out. The County and School have a lot to lose if the tax base drops dramatically.

\*Site visits are properties I have to visit and conduct field reviews on. These include

building permits I receive from Darren, Property Sales that seem out of line, are requests

from property owners to review the assessed value of a property.

**PLANNING/ZONING REPORT** Mrs. Hennessy attended via Zoom and gave a report:

We had a Use Variance before the Zoning Board at our last meeting. The applicant, Les Baker, wants to open a pizza shop but his area isn’t zoned for it. Mrs. Hennessy asked Mr. Baker to address the Town Board at this time.

Mr. Baker asked the Town Board to rezone his area so he could open a pizza shop. He added the neighbors are all in favor with no rejections.

About a 20 minute discussion entailed. Next step is to go back to the Zoning Board.

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**COUNTY LEGISLATOR’S REPORT** Mr. Cayey read aloud the report Mr. Perkins emailed.

At the June 1st, Full Board Meeting

We had another informational discussion regarding the Covid -19 pandemic.

We have had 11 new cases since May 18th

We have tested 9629 people, 2.2% have tested positive with 17% requiring hospitalizations

We continue to wait on the Governor’s office on guidance to continue the re-opening process, the information is slow coming.

Please continue to keep yourself updated daily on the County, County Chamber of Commerce and IDA Websites for the most current information and guidelines for businesses reopening .

We had 23 resolutions

We had 2 modifications to the budget

We had 1 resolution approving of vacancy positions

We had 9 Agreements/ Contracts to be signed

We had a resolution authorizing the addition of six parcels totaling 583.3 acres to agriculture district 2

We had 5 resolutions regarding highway projects for engineering for bridge work and accepting Federal aid for local projects

We had a resolution proclaiming June as the start of a year long campaign encouraging safe sleep practices and well child care in St Lawrence County

We had a resolution accepting the Mortgage tax report

We had a resolution reappointing James McGaw to a one year term as Public defender

We had a resolution approving a one year extension of the agreement between the County and the City of Ogdensburg in relation to the allocation and distribution of the money collected from sales and use taxes.

We had a resolution authorizing the chair to sign the Federal Transit operating Assistance agreement for the Coronavirus aid and Economic Securities(CARES) Act.

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

Stay healthy

Rick

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

1. Since the pandemic has started a lot of things have fallen along the wayside, i.e. swim lessons
2. The Clerk’s office is open but the door remains locked to regulate the number of people in at one time. The hours vary from day to day depending on whether or not there is banking to do.
3. With slow reopening, 2 marriage licenses were issued, people were allowed in to pay taxes.
4. We are getting a new credit card company. The program we have now, confuses people when they are online to pay taxes. 9 tax payments went into the clerk’s account instead of tax collectors account.
5. Yesterday, I settled with the County and can no longer accept tax payments. We collected 97.5% of the warrant leaving just over $124,000 uncollected.

**CORRESPONDENCE**

* Conservation Easement – Mr. Cayey said he and Mr. Richards took a ride to check out the area involved on the Long Pond Easement owned by The Conservation Fund. It was cleared of any low shrubs and trees other than hard woods.
* Yaketta – Lawsuit closed, no payout.

Mr. Cayey noted Bonno Builders will start work on the museum in July. Mr. Robert asked if this was the last of the work it would need. The reply was yes.

Mr. Cayey stated an Executive Session is necessary to discuss an employee.

Motion # 9

**MOVE TO EXECUTIVE SESSION**

Motion made by Mr. Robert, seconded by Ms. Hayes to move to Executive Session.

Ayes 3 Hayes, Robert, Cayey

Noes 0

Motion carried, 12:00 noon

Motion # 10

**CLOSE EXECUTIVE SESSION, RESUME REGULAR MEETING**

Ayes 3 Hayes, Robert, Cayey

Noes 0

Motion carried, 12:05 p.m.

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Motion # 11

**REMOVE HIRING FREEZE**

Motion made by Mr. Robert, seconded by Ms. Hayes to remove the hiring freeze.

Ayes 3 Hayes, Robert, Cayey

Noes 0

Motion carried

The result of the Executive Session is in a motion as follows.

Motion # 12

**HIRE JAMES WRIGHT AS FULL-TIME HIGHWAY EMPLOYEE**

Motion made by Mr. Robert, seconded by Ms. Hayes to hire James Wright as a full – time highway employee

June 22, 2020.

Ayes 3 Hayes, Robert, Cayey

Noes 0

Motion carried

Motion # 13

**ADJOURNMENT**

Motion made by Ms. Hayes, seconded by Mr. Robert to adjourn.

Ayes 3 Hayes, Robert, Cayey

Noes 0

Motion carried, 12:10 p.m.

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 Donna Buckley, Town Clerk

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