Regular Monthly Meeting, Colton Town Board, August 14, 2019

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

Present: George R. Cayey, Supervisor Councilpersons: Grace Hawley

Darren Richards, DPW Supt. Katheryn Hayes

Donna Buckley, Clerk Ronald Robert

Lisa Fisher-Davis

Absent: Kevin Hawley

Others present: Tina Miller, Penny Cayey, Ruth McWilliams, Mary Jane Watson and Rick Perkins

Supervisor Cayey opened the meeting with the Pledge of Allegiance at 6:00 p.m. as advertised.

Mr. Cayey asked the Board if they reviewed the last meeting minutes, bills and transfers, if so asked for a motion to accept.

Motion # 1

**APPROVE MINUTES**

Motion made by Mrs. Hawley, seconded by Mrs. Fisher-Davis to approve the July 10 minutes.

Ayes 5 Hawley, Fisher-Davis, Hayes, Robert, Cayey

Noes 0

Motion carried

Motion # 2

**APPROVE WARRANT # 8, TRANSFER, BANK STATEMENT & RECONCILIATION**

Motion made by Mr. Robert, seconded by Ms. Hayes to approve the bills on Warrant # 8 with the transfers, bank statement and reconciliation.

Ayes 5 Hawley, Fisher-Davis, Hayes, Robert, Cayey

Noes 0

Motion carried

General Fund $ 92,343.86

Highway Fund $ 56,256.02

Hepburn Library Fund $ 2,802.80

Colton Light District $ 726.65

South Colton Light District $ 683.94

Sewer District #1 $ 8,268.24

Water District #1 $ 4,087.08

The following account is over budget as of July 2019.

**General Fund:**

A1330.4 Tax Collector Contr. $ 164.00

A3010.4 Public Safety Admin. 734.00

A5132.4 Garage Contr. 8.06 ($4,000)

A8810.4 Cemeteries Contr. 267.94 (approved in July $300) **Total $1,174.00**

**Recommendation for transfer**:

A9050.8 Unemployment Ins. $ 300.00(approved in July)

A3898.4 Safety Contr. 734.00

A1990.4 Contingency 4,164.00

**LEGISLATOR’S REPORT** Mr. Perkins reported at the August 5th Legislator’s Meeting we had 66 resolutions.

Other activities include:

* 12 modifications to the budget
* 22 vacant positions were filled
* 17 agreements/contracts were signed
* 5 Grant resolutions
* A resolution urging NYS Dept. of Health to extend the proposed deadline of the implementation of changes to the elevated blood level and to provide additional revenue to cover the costs of this mandate
* A resolution approving a revised St. Lawrence County Purchasing Policy
* A resolution approving the issuance by the St. Lawrence County IDA of up to $18,000,000 multi-family housing revenue bonds for the Community Preservation Partners Project, Debra Drive, Potsdam
* A resolution setting the Worker’s Comp Self-Insurance apportionment for 2020
* A resolution adopting a County sun/heat safety policy
* We declared August as National Immunization month
* A resolution supporting HR 1345 and requesting adoption of an amendment to the Social Security Act to assist County correctional facilities with health care costs
* We appointed Mike Cunningham as Records Management Officer (RMO)
* We are still looking for an EMS Director
* Lastly, Keith Zimmerman is retiring at the end of the month.

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**ASSESSOR’S REPORT** Ms. Miller reported:

* Up until last week, there were still some issues with some of the Income Verification Program recipients. I believe there were three people involved. I have again sent all of the information I have in hopes that this will be corrected. This will make the third time that information was sent to the state regarding some Enhanced STAR recipients.
* Tax bills will be printed within the next few weeks and hopefully this will be taken care of prior to that.
* I have had no requests for property owners to voluntarily switch from the STAR exemption to the STAR Credit. There may have been some that changed directly with the NYS but I do not have that information.
* State equalization rate has finally been established for Colton at 107.96 with uniform percentage of value at 100%.
* I will be directing questions regarding assessment to the new assessor as it will be that person who places value for the next roll year. We will be working together reviewing information through the month of September.
* There have been more subdivisions this year than all of last year.

**BTI REPORT** Mr. Cayey read aloud Ms. Malik’s report:

* We finished treatments for the Bti program July 31, 2019.
* This was the 34th year for the Bti program. In spite of all the rain we were able to keep up on all the streams. I got feedback from some of the other Bti Directors from other towns. Their programs didn’t go as well. I have to give credit to my crew, who always worked hard despite the cold, wet weather and always maintained a great attitude!
* I had two injuries, a broken finger and a knee injury that will require surgery, scheduled for 9/04/19.
* This was the last year for our 5-year permit, so I will be working on the new permit this fall.

INVASIVE SPECIES

* I was able to get a free Boot Brush Station to install at the Stone Valley Trail. Seeds from Invasive plants can spread by attaching to clothing and footwear. Using the brush before and after hiking can help prevent the spread of some terrestrial invasive plants and, will increase people's awareness of Invasive species in general. I am coordinating with Brookfield who will install it.
* I will be working on Knotweed Control mid-late September and October, once my knee has healed enough so I can get around.

**DPW REPORT** Mr. Richards reported:

*Transfer Station* Things are running smoothly at the transfer station and we might make budget if projections are correct. We still have a retaining wall that needs to be repaired and a new retaining wall needs to go in as well.

*Water and* Sewer Still need our Town Board and Casella to come up with a sludge haul solution. We are skipping the August 16 conference this Friday to continue our work on the community center and general up keep in our water wastewater facilities. We have to go to other future conferences to maintain our licenses though. New lift Station Flight pumps should be coming soon.

*Building and Grounds* Community Center siding is currently under way. Our new entrance doors are on order and the porch has been constructed as well. Swift field and the Recreation Center have hosted a great deal of events this summer with league soccer, men’s and women’s, women’s softball, the Rod Thomas Tourney hosted by the fire department, a vender fair promoting small businesses and several private parties as well. Highway Garage roof is complete, and siding is over half installed. We recommend the purchase and acceptance of an S&L Electric bid to finalize the replacement of all LED lighting in the Town of Colton remaining outmoded lighting fixtures in the last seven buildings that need conversion to LED lighting. Attached is the proposal. This saves us $31,000 in lighting fixtures by a NYSERDA grant through S&L Electric. Proposed as well is our low bid on the community center, which will offer a duality in heating with two systems, which will both be propane, one boiler, one forced air furnace. The contractor is Wright’s choice. In addition, the central air condition system is fully installed at the library and the conversion to propane is complete for the library boiler.

Motion # 3

**PURCHASE LED FIXTURES**

Motion made by Mrs. Hawley seconded by Mrs. Fisher-Davis to purchase the LED light fixtures this year costing $13,000 with the 70% savings through NYSERDA and installation by S & L Electric will be put into next year’s budget.

Ayes 5 Hawley, Fisher-Davis, Hayes, Robert, Cayey

Noes 0

Motion carried

Mr. Cayey said he had asked Darren to give him a run down on the furnaces in Town buildings. There are the furnaces at the JR Watson Community Center, the Maintenance & Storage Building and the “old” fire station remaining needing furnace upgrades. Mr. Richards said he had budgeted for a boiler at the JR Watson Community Center. It will allow for in floor heat and use the existing furnace when necessary. Wright’s Choice provided a quote in the amount of $18,797. He requests half up front and the balance due after installing is complete.

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Motion # 4

**AUTHORIZE WRIGHT’S CHOICE TO INSTALL BOILER**

Motion made by Mr. Robert, seconded by Mrs. Hawley to authorize Wright’s Choice to install a new heating system and in floor heat at the JR Watson Community Center for $18,797. The Town will pay half down ($9398.50) and the remainder upon completion.

Ayes 5 Hawley, Fisher-Davis, Hayes, Robert, Cayey

Noes 0

Motion carried

Mr. Richards provided quotes for the floor demolition from Gravlin Builders for the budget.

Mr. Cayey said Town Justice Dale Robar has asked for a 14x10 addition on the JR Watson Community Center to use as a Judges Chamber.

**SAFETY REPORT** Mr. Richards reported:

The crosswalks are currently installed and operational in South Colton for the start of the Fall season of athletics at swift field. Thanks to Lisa Fisher-Davis for initiating this project. Sun screen dispensers and 12x12 easy-ups are in for sun protection for town employees. The dispensers are on the wall for employees to use as entering and exiting the building. These were covered under a grant from the Health Initiative.

**CODE ENFORCEMENT REPORT**

70 permits this year so far. Three-property maintenance consent orders have expired with two fully complied so far, one will be issued a ticket if board approves. Pictures are attached.

Motion # 5

**DIRECT CEO TO REQUEST SLC SHEERIFFS TO DELIVER TICKET**

Motion made by Mrs. Fisher-Davis, seconded by Mr. Robert to direct Code Enforcement Officer Richards to request St. Lawrence County Sheriffs deliver a ticket to the non-compliant property owner.

Ayes 5 Hawley, Fisher-Davis, Hayes, Robert, Cayey

Noes 0

Motion carried

Mr. Richards stated Assessor Miller has helped him provide the information to join adjacent town properties as Mr. Cayey requested. Mr. Richards proposed the parcels around Swift Field could be joined into one lot, the Courthouse and the parcel next to it and the 3 Falls Park could be joined along with a couple places in Colton.

**HIGHWAY REPORT** Mr. Cayey read aloud Mr. Hawley’s report in his absence.

1. Since the last board meeting we have been working primarily on the Racquette River Road, cutting shoulders and ditching in preparation for paving. On this project, I am using Suit-Kote with their full depth reclamation train. They grind up the existing asphalt, add additional stone and oil and then lay it back down with a paver, all in one pass.  Two weeks after this process, we do either an oil and stone seal or an inch of hot mix to seal it, depending on where the budget is.
2. We had a few issues with our trucks, two of which were normal maintenance on the rear suspension. Both trucks were quoted over the phone for new rubber block suspension replacements, for roughly $2000 each. Both trucks ended up needing further repairs with one costing $4000 and the other one costing $5000. I approved the work to be completed and it was done by Whitesboro Spring in Watertown. Both of these are over my spending limit and require board approval.
3. The third truck is our 2015 truck 7; it was dog tracking and not going down the road straight. I initially took it to stadium international in Watertown as it is on warranty still. They could not figure out the problem so it worked out that I already had an appointment for a different truck at Whitesboro Spring, so I had Stadium take it there. They put it on the alignment rack and immediately found the problem. Faulty stabilizer arms from the factory. International did come good for this through Warranty although there is a bill in this month’s bills from Whitesboro, for this repair, Stadium International credited our account with them for the value of the invoice.
4. Trevor Woods was selected as our new Highway Employee; he has filled in well and is doing an excellent job. He will be a great addition to the Department.

Motion # 6

**APPROVE TRUCK REPAIRS**

Motion made by Mr. Robert, seconded by Mrs. Hawley to approve the necessary truck repairs as indicated above.

Ayes 5 Hawley, Fisher-Davis, Hayes, Robert, Cayey

Noes 0

Motion carried

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**Regular Monthly Meeting, Colton Town Board, August 14, 2019**

**TOURISM/BEAUTIFICATION** Mrs. McWilliams reported:

The committee has had a busy summer of activities including the following with some continuing through Labor Day. Preparations for autumn are underway and planning for 2020 has begun.

* **Music Performances**: Three performances have been held this summer—Northbound on June 26 to kick off the schedule of activities; New Horizons Swing Band on July 14 to kick off the week-long Colton Country Days celebration; and The Blue Mystics as part of the 50th CPCS alumni reunion on July 20 during traditional Colton Country Day festivities. No more performances are scheduled by the town this summer. Performances during summer 2020 depend upon interested people in the community stepping up to assist with planning and hosting events.
* **Stone Valley Information Center**: Staffing began on July 1st this year by Senior Racqueteers and CPCS students, making it possible to have the Museum open from 10am to 2pm on Mondays, Wednesdays, Fridays, and Saturdays through Labor Day. Visitors can tour the Museum and see permanent as well as temporary exhibits without having to make an appointment as well as purchase products including Colton apparel and painted barn quilts. The annual exhibit this year focuses on ‘The Great South Woods’ with panels highlighting history about A.A. Low and his work, hotels of the past, and more. It also includes Smokey Bear memorabilia, honoring Smokey’s work during the last 75 years in promoting safe and responsible use of forests and in preventing wildfires.
* **Town-wide Garage Sales:** The annual sales weekend included at least 26 participants, selling wares from July 26-28. The list developed by Donna Buckley was distributed in hard copy and online. Unfortunately our map maker wasn’t available to do a map to go along with the list this year.
* **Whitewater Releases:** Two of the five scheduled releases this summer were held on July 6 and 20. Three more releases will take place on August 17 and 31 as well as on September 2. An information tent will be set up near the trailhead on Riverside Drive on release days, weather permitting, to help orient visitors, share information, and sell shirts and other products.
* **Barn Quilts:** The summer raffle of four tree-themed barn quilts painted with the help of CPCS students resulted in 72 buyers purchasing 210 tickets for a total of $735 supporting town tourism and beautification activities. In addition, the committee is continuing to partner with Traditional Arts in Upstate New York (TAUNY) and other organizations on the county-wide Barn Quilt Tourism Project which so far has included painting classes and four community parties. Now painters are completing a ‘Towns of St. Lawrence County Barn Quilt’ mural focusing on the county’s 32 towns to be done in time for a pilot bus tour for French Canadians being organized by the St. Lawrence County Chamber of Commerce. The mural will be featured in a major exhibit at The TAUNY Center in 2020.
* **Beautification:** Before Colton Country Days the committee concentrated on trails, parks, and other landscaped areas. Work has been done by volunteers, student helpers, and Adirondack Growers under a property maintenance agreement with the town. Most recently Adirondack Growers has focused on Memorial Park at the corner of Main Street and Riverside Drive, clearing poison ivy and replacing overgrown plants that blocked the view around the corner.

The committee’s next regularly scheduled monthly meeting will be held on Monday, September 9. The agenda will focus on upcoming events during autumn and winter plus planning for 2020. Anyone wishing to be part of town tourism and beautification activities should contact Ruth McWilliams ([ruth@catamountlodge.com](mailto:ruth@catamountlodge.com); 315-262-2450) and attend meetings. This is Ruth’s tenth and final year chairing the committee.

Mrs. McWilliams questioned when she could schedule the sexual harassment training for her volunteers.

Mr. Cayey replied 9:00 a.m. Tuesday, August 20 and 9:00 a.m. Friday August 30.

Ms. Miller stated she had to leave the meeting to attend another and asked if the Board planned to appoint a new assessor tonight. Mr. Cayey replied yes. He stated the 1st resume he received was from Robert Ball right after the ad hit the paper, it is impressive. The Board Members agreed. Upon receipt of the 2nd resume from James Snyder recently, he looked pretty good too with his qualifications. Each Board Member had reviewed both applicants resumes. Mr. Cayey asked for a motion to appoint and requested a roll call vote.

Motion # 7

**APPOINT MR. BALL AS INTERIM ASSESSOR**

Motion made by Mrs. Hawley, seconded by Mr. Robert to appoint Robert Ball as Interim Assessor while Assessor Miller is here to introduce him to the area. Mr. Ball will collect the of $24,500, start date is August 31st. Roll call vote:

Hawley – yes

Robert – yes

Fisher-Davis – yes

Hayes – yes

Cayey – yes

Motion carried

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**UNFINISHED BUSINESS**

1. NYCLASS Investment – made $5,487.81 in the month of July
2. Town barn roof & siding – roof is done, new windows installed and siding is done on 3 sides
3. Library Grant paperwork is done, and work has started on the furnace/central air conversion to propane
4. Approval of furnace for old firehouse has been given, work is being scheduled
5. Siding and new front entrance is being done on the Community Center, looks great
6. Wheelchair lift has been installed in the JR Watson Community Center
7. Bti is through for the season. The new truck has been turned back in for use by town employees

**NEW BUSINESS**

1. Sexual Harassment Video – must be watched by ALL employees, summer help, boards, volunteers etc
2. New Assessor being approved, including salary. Approved in Motion # 7
3. Civil suit Martin vs Brockway. Board will not advise CEO on waterline until civil litigation is settled
4. Lawsuit SLIC vs Town of Colton – SLIC is suing all towns where they have lines running through
5. Approval for Methodist Church to have a bon fire at their annual picnic August 24
6. Court Justice wants more hours for Court Clerk and looking for approval to do a grant for Judges Chambers.

Motion # 8

**NO CODE ENFORCEMENT UNTIL CIVIL LITIGATION SETTLES**

Motion made by Mrs. Fisher-Davis, seconded by Mr. Robert to instruct Code Enforcement Officer Richards to suspend action on the Martin/Brockway issue until after the civil litigation is settled.

Ayes 5 Hawley, Fisher-Davis, Hayes, Robert, Cayey

Noes 0

Motion carried

Motion # 9

**APPROVE BON FIRE**

Motion made by Mr. Robert, seconded by Mrs. Hawley to approve the bon fire at the Methodist Church picnic August 24.

Ayes 5 Hawley, Fisher-Davis, Hayes, Robert, Cayey

Noes 0

Motion carried

Motion # 10

**AUTHORIZE MORE HOURS FOR COURT CLERK**

Motion made by Mr. Robert, seconded by Mrs. Hawley to authorize more hours for the Court Clerk as necessary up to 25 hours per week.

Ayes 5 Hawley, Fisher-Davis, Hayes, Robert, Cayey

Noes 0

Motion carried

Motion # 11

**ADJOURNMENT**

Motion made by Mrs. Hawley seconded by Ms. Hayes to adjourn

Ayes 5 Hawley, Fisher-Davis, Hayes, Robert, Cayey

Noes 0

Motion carried, 7:30 p.m.

Mr. Cayey requested an Executive Session to discuss an employee.

Motion # 12

**EXECUTIVE SESSION**

Motion made by Mrs. Hawley, seconded by Mr. Robert to enter Executive Session to discuss an employee.

Ayes 5 Hawley, Fisher-Davis, Hayes, Robert, Cayey

Noes 0

Motion carried, 7:31 p.m.

Motion # 13

**CLOSE EXECUTIVE SESSION AND ADJOURN**

Motion made by Mrs. Hawley, seconded by Ms. Hayes to close Executive Session. There was no decision made in Executive Session. Therefore adjourned.

Ayes 5 Hawley, Fisher-Davis, Hayes, Robert, Cayey

Noes 0

Motion carried, 7:45 p.m.

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Donna Buckley, Town Clerk

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