Town Supervisor Timothy Doney Town Board Members Kenneth Knapp Donna Patchen James Kenney



Town of Clayton 405 Riverside Drive Clayton, New York 13624 Telephone: (315) 686-3512 Fax: (315) 686-2651 www.townofclayton.com

Town Clerk Megan Badour

Kathleen LaClair

TOWN BOARD REGULAR MEETING AGENDA

Wednesday, January 8, 2025 • 5:00pm • Cerow Recreation Park Arena

- 1. Pledge of Allegiance
- 2. Guests:
- 3. Town Clerk
 - A. Correspondence that Needs Recording
 - B. Minutes from 12/31/2024 Meeting
- 4. Public: Comment on Agenda Items
- 5. General Discussion Items:
 - A. Bills & Transfers
 - i. Abstract #1 of 2025 in the amount of \$569,798.68
 - ii. Transfers:
 - \$50,000 from General Fund Checking to Rec Park Equipment Reserve per 2025 Adopted Budget
 - \$50,000 from Rec Park Equipment Reserve to NYCLASS Reserve
 - 3. \$150,000 from General Fund Checking to Highway Reserve per 2025 Adopted Budget
 - 4. \$150,000 from highway reserve to NYCLASS Reserve
 - iii. Budget Amendment: N/A
 - iv. New Accounts/Special Entries:
 - 1. G/L HR-0200.02 Capital Projects (REDI Marina)- Cash
 - 2. EXP HR-5720.22 Capital Expenses- REDI Marina Project
 - B. Supervisor's Report & Bank Reconciliations: December 2024
 - C. Balance Sheets: December 2024
 - D. Resignations, Appointments & Rate Changes
 - i. Resignations & Appointments: N/A
 - ii. Rate Changes: B. Horton Step Increase 1/25/2025
 - E. Training:
 - i. *N/A*
 - F. 2025 Employee Agreements: R. Ingerson & J. Jones
 - G. Depauville Wastewater Treatment Facility Disinfection Project CDGB Award
- 6. Supervisor's Report: Highway, Consolidated Health District, Youth Commission & Antique Boat Museum, CLDC
- 7. Department Head Reports:
 - A. Highway Superintendent: Steve Dorr
 - B. Buildings & Grounds: James Jones
 - C. Assessor: Interim Alexander Marchenkoff
 - D. Codes/Zoning: Richard Ingerson
- 8. Council Reports:
 - A. Councilman Knapp: Libraries & Chamber of Commerce
 - B. Councilwoman Patchen: Buildings & Grounds, Cemeteries, and Purchasing & Personnel
 - C. Councilman Kenney: Safety Coordinator, Planning/Zoning, and Sewer Districts
 - D. Councilwoman LaClair: TIERS, Paynter Center
- 9. **Public:** Submitted Requests to Address the Board
- 10. Adjournment

Next Board Meeting: Wednesday, January 24, 2025 @ 5:00pm @Cerow Rec Park Arena





December 30, 2024

RE: Charter Communications - Upcoming Change

Dear Municipal Official:

This letter will serve as notice that Spectrum Northeast, LLC ("Spectrum"), will launch AXS TV in high definition on channel 299 (channel 850 in Plattsburgh) on Expanded Basic, Select Signature and Standard Tiers on the channel lineup serving your community.

If you have any questions, please feel free to contact me at 212-379-5123 or via email at Alex.Camarda@charter.com.

Sincerely,

Alex Camarda

Associate VP, State Government Affairs

Charter Communications

a. ane



Megan Badour <townclerk@townofclayton.com>

RE: FEMA's Jefferson County Flood Study Update In-Person Meeting

1 message

Cone, John <john.cone@fema.dhs.gov> Fri, Jan 3, 2025 at 5:04 PM To: "Foley, Michael" <Michael.Foley3@fema.dhs.gov>, "dkellog2@twcny.rr.com" <dkellog2@twcny.rr.com>, "dhross@twcny.rr.com" <dhross@twcny.rr.com>, "adamstownclerk@Frontier.com" <adamstownclerk@frontier.com>, "tross@villageofadams.com" <tross@villageofadams.com>, "clerk@villageofadams.com" <clerk@villageofadams.com>, "alexandriabayvillageoffices@gmail.com" <alexandriabayvillageoffices@gmail.com>, "abayzoning@gmail.com" <abayzoning@gmail.com>, "brenthsweet@gmail.com" <bre>brenthsweet@gmail.com>, "alexzone@townofalexandria.org" <alexzone@townofalexandria.org>, "alexclrk@townofalexandria.org" <alexclrk@townofalexandria.org>, "townsuper@nnymail.com" <townsuper@nnymail.com>, "townclerk@nnymail.com" <townclerk@nnymail.com>, "antwerpvillage@yahoo.com" <antwerpvillage@yahoo.com>, "villofbr@gisco.net" <villofbr@gisco.net>, "townbr@yahoo.com" <townbr@yahoo.com>, "bville@nnymail.com" <bville@nnymail.com>, "mwbattistapls@gmail.com" <mwbattistapls@gmail.com>, "Clerk@VillageOfBrownvilleNY.com" <Clerk@villageofbrownvilleny.com>, "paubertine@townofcapevincent.org" <paubertine@townofcapevincent.org>, "zoning@villageofcapevincent.org" <zoning@villageofcapevincent.org>, "capevincentclerk@nnymail.com" <capevincentclerk@nnymail.com>, "mbouchard@townofcapevincent.org" <mbouchard@townofcapevincent.org>, "themayor@villageofcapevincent.org" <themayor@villageofcapevincent.org>, "clerktreasurer@villageofcarthageny.com" <clerktreasurer@villageofcarthageny.com>, "code@villageofcarthageny.com" <code@villageofcarthageny.com>, "champion.supervisor@racog.org" <champion.supervisor@racog.org>, "chris@racog.org" <chris@racog.org>, "villageofchaumont@gmail.com" <villageofchaumont@gmail.com>, "townsupervisor@townofclayton.com" <townsupervisor@townofclayton.com>, "codes@townofclayton.com" <codes@townofclayton.com>, "townclerk@townofclayton.com" <townclerk@townofclayton.com>, "deputyclerk@townofclayton.com" <deputyclerk@townofclayton.com>, "MayorHyde@villageofclayton.org" <MayorHyde@villageofclayton.org>, "clerk@villageofclayton.org" <clerk@villageofclayton.org>, "mayor@villageofdeferiet.org" <mayor@villageofdeferiet.org>, "clerk@villageofdeferiet.org" <clerk@villageofdeferiet.org>, "mayordexter@villageofdexterny.com" <mayordexter@villageofdexterny.com>, "tofellisburg@gmail.com" <tofellisburg@gmail.com>, "Csassessor55@gmail.com" <Csassessor55@gmail.com>, "dpayne4@frontiernet.net" <dpayne4@frontiernet.net>, "depayne@frontier.com" <depayne@frontier.com>, "Ellisburgclerk@gmail.com" <Ellisburgclerk@gmail.com>, "rmboucher@outlook.com" <rmboucher@outlook.com>, "evansmillscode@outlook.com" <evansmillscode@outlook.com>, "evansmillsclerk@outlook.com" <evansmillsclerk@outlook.com>, "evansmillsdeputyclerk@outlook.com" <evansmillsdeputyclerk@outlook.com>, "macaulay@twcny.rr.com" <macaulay@twcny.rr.com>, "glenpark@twcny.rr.com" <glenpark@twcny.rr.com>, "Supervisor@townofhendersonny.org" <Supervisor@townofhendersonny.org>, "Enforcementofficer@townofhendersonny.org" <Enforcementofficer@townofhendersonny.org>, "Clerk@townofhendersonny.org" <Clerk@townofhendersonny.org>, "townsupervisor@townofhounsfield.com" <townsupervisor@townofhounsfield.com>, "zoning@townofhounsfield.com" <zoning@townofhounsfield.com>, "townclerk@townofhounsfield.com" <townclerk@townofhounsfield.com>, "admin@townofleray.org" <admin@townofleray.org>, "zoning@townofleray.org" <zoning@townofleray.org>, "townclerk@townofleray.org" <townclerk@townofleray.org>, "Lorrainesupervisor@gmail.com" <Lorrainesupervisor@gmail.com>, "Townlorraineclerk@gmail.com" <Townlorraineclerk@gmail.com>, "supervisor@townoflyme.com" <supervisor@townoflyme.com>, "Jmillington1929@gmail.com" <Jmillington1929@gmail.com>, "lymetownclerk@townoflyme.com" <lymetownclerk@townoflyme.com>, "jlalonemayor@frontier.com" <jlalonemayor@frontier.com>, "mannsvlwater@frontier.com" <mannsvlwater@frontier.com>, "mannsvl@frontiernet.net" <mannsvl@frontiernet.net>, "orleanssuper@aol.com" <orleanssuper@aol.com>, "orleanszoningofficer@gmail.com" <orleanszoningofficer@gmail.com>, "orleanstownclerk@aol.com" <orleanstownclerk@aol.com>, "supervisor@townofpamelia.com" <supervisor@townofpamelia.com>, "pamclerk@nnymail.com" <pamclerk@nnymail.com>, "supvdlamora13@townofphiladelphia.com" <supvdlamora13@townofphiladelphia.com>, "codeenforce1@townofphiladelphia.com" <code-enforce1@townofphiladelphia.com>, "tphilaclerk@centralny.twcbc.com" <tphilaclerk@centralny.twcbc.com>, "vphillymayor@gmail.com" <vphillymayor@gmail.com>, "vphil@centralny.twcbc.com" <vphil@centralny.twcbc.com>, "rodmansupv2020@gmail.com" <rodmansupv2020@gmail.com>, "sorenhi14@yahoo.com" <sorenhi14@yahoo.com>, "rodclerk13682@gmail.com" <rodclerk13682@gmail.com>, "gde1966@yahoo.com" <qde1966@yahoo.com>, "TownClerk@TownofRutland-NY.org" <TownClerk@townofrutland-ny.org>, "alex.morgia@sacketsharbor-ny.gov" <alex.morgia@sacketsharbor-ny.gov>, "zeo@sacketsharbor-ny.gov" <zeo@sacketsharbor-ny.gov>, "VillageClerk@sacketsharbor-ny.gov" <VillageClerk@sacketsharbor-ny.gov>, "townoffice@townoftheresany.com" <townoffice@townoftheresany.com>, "office@villageoftheresany.com" <office@villageoftheresany.com>, "bridge.jordan9@gmail.com"
bridge.jordan9@gmail.com>, "tleeson@villageoftheresany.com" <tleeson@villageoftheresany.com>, "jsmith@watertown-ny.gov" <jsmith@watertownny.gov>, "mgriffin@watertown-ny.gov" <mgriffin@watertown-ny.gov>, "asaunders@watertown-ny.gov" <asaunders@watertown-ny.gov>, "irbsupervisor@gisco.net" <ipre>jrbsupervisor@gisco.net>, "dross@gisco.net" <dross@gisco.net>, "PAMD@GISCO.NET" <PAMD@gisco.net>, "vwcmayor@westelcom.com" <vwcmayor@westelcom.com>, "pcrump@westelcom.com" <pcrump@westelcom.com>, "vwcclerk@westelcom.com" <vwcclerk@westelcom.com>,

"psmith120@twcny.rr.com" <psmith120@twcny.rr.com>, "tmckeever1@hotmail.com" <tmckeever1@hotmail.com>, "twilnaclerk@westelcom.com" <twilnaclerk@westelcom.com>, "worthnysupervisor@gmail.com" <worthnysupervisor@gmail.com>, "normanparadis1948@gmail.com" <normanparadis1948@gmail.com>, "townworthclerk@yahoo.com" <townworthclerk@yahoo.com>, "planning@co.jefferson.ny.us" <planning@co.jefferson.ny.us>, "mbourcy@co.jefferson.ny.us" <mbourcy@co.jefferson.ny.us>, "josephp@co.jefferson.ny.us" <josephp@co.jefferson.ny.us> Cc: "Stuart T." <sqeiger@dewberry.com>, "Arevalo, Juan" <juan.arevalo@fema.dhs.gov>, "Gootman, Stephanie" <stephanie.gootman@fema.dhs.gov>, "Smith, Crystal" <crystal.smith4@fema.dhs.gov>, "Derrick, Timothy" <timothy.derrick@fema.dhs.gov>, "Bailey A (DEC" <Bailey.Sawyer@dec.ny.gov>, "Kelli A (DEC" <kelli.higgins-</p> roche@dec.ny.gov>, "brad.wenskoski@dec.ny.gov" <brad.wenskoski@dec.ny.gov>, Saritha <saritha.pandyat@wsp.com>, "Yilmaz, Tolga" <tolga.yilmaz@urs.com>, Timothy Johnson <tjohnson@niyamit.com>, "cpollard@Dewberry.com" <cpollard@dewberry.com>, "Laura.V.Ortiz@usace.army.mil" <Laura.V.Ortiz@usace.army.mil>, "Elizabeth.ketcham@dot.ny.gov" <Elizabeth.ketcham@dot.ny.gov>, "exec@jeffersoncountyswcd.org" <exec@jeffersoncountyswcd.org>, "tughill@tughill.org" <tughill@tughill.org>, "thomas.snow@dec.ny.gov" <thomas.snow@dec.ny.gov>, "kevin.clapp@dhses.ny.gov" <kevin.clapp@dhses.ny.gov>, "elizabeth.oreilly@dhses.ny.gov" <elizabeth.oreilly@dhses.ny.gov>, "Andrew.Gaebel@dot.ny.gov" <Andrew.Gaebel@dot.ny.gov>, "Michael.McCullouch@dot.ny.gov" <Michael.McCullouch@dot.ny.gov>, "John J. Condino" <jcondino@bartonandloguidice.com>, "president@villageofcarthageny.com" com" com<pre Tolga" <Tolga.Yilmaz@mbakerintl.com>, Mickey Dietrich <mickey@tughill.org>, Jillian Lee <jillian@tughill.org>, Joseph Plummer <josephp@jeffersoncountyny.gov>, "Vassallo, Emily" <EMILY.VASSALLO@tetratech.com>, Supervisor <supervisor@townofphiladelphia.com>

Dear Jefferson County Community Officials:

Thank you to all that participated in our Jefferson County Flood Risk Review meeting held in September. Please see attached the meeting notes and slides that were discussed.

We were delayed in getting this information to you in part because in the time since we last met we identified some areas that will require additional data collection and modeling. This will in turn, push back the anticipated preliminary mapping issuance date and subsequent milestones we had discussed in the meeting (see slide 43). We do not know yet the length of delay. We will do our best to keep you informed.

Thank You,

J. Trevor Cone, PE, CFM

Sr. Engineer | Risk Analysis Branch | Region 2

C. 771.217.6704

john.cone@fema.dhs.gov



----Original Appointment----

From: Foley, Michael < Michael. Foley 3@fema.dhs.gov >

Sent: Saturday, September 14, 2024 9:55 AM

To: Foley, Michael; dkellog2@twcny.rr.com; dhross@twcny.rr.com; adamstownclerk@Frontier.com; tross@villageofadams.com; clerk@villageofadams.com; alexandriabayvillageoffices@gmail.com; abayzoning@gmail.com; brenthsweet@gmail.com; alexzone@townofalexandria.org; alexclrk@townofalexandria.org; townsuper@nnymail.com; townclerk@nnymail.com; antwerpvillage@yahoo.com; villofbr@gisco.net; townbr@yahoo.com; bville@nnymail.com; mwbattistapls@gmail.com; **Clerk@VillageOfBrownvilleNY.com**; paubertine@townofcapevincent.org; zoning@villageofcapevincent.org; capevincentclerk@nnymail.com; mbouchard@townofcapevincent.org;

themayor@villageofcapevincent.org; clerktreasurer@villageofcarthageny.com; code@villageofcarthageny.com; champion.supervisor@racog.org; chris@racog.org; villageofchaumont@gmail.com; townsupervisor@townofclayton.com; codes@townofclayton.com; townclerk@townofclayton.com; deputyclerk@townofclayton.com; MayorHyde@villageofclayton.org; clerk@villageofclayton.org; mayor@villageofdeferiet.org; clerk@villageofdeferiet.org; mayordexter@villageofdexterny.com; tofellisburg@gmail.com; Csassessor55@gmail.com; dpayne4@frontiernet.net; depayne@frontier.com; Ellisburgclerk@gmail.com; rmboucher@outlook.com; evansmillscode@outlook.com; evansmillsclerk@outlook.com; evansmillsdeputyclerk@outlook.com; macaulay@twcny.rr.com; glenpark@twcny.rr.com; Supervisor@townofhendersonny.org; Enforcementofficer@townofhendersonny.org; Clerk@townofhendersonny.org; townsupervisor@townofhounsfield.com; zoning@townofhounsfield.com; townclerk@townofhounsfield.com; admin@townofleray.org; zoning@townofleray.org; townclerk@townofleray.org; Lorrainesupervisor@gmail.com; Townlorraineclerk@gmail.com; supervisor@townoflyme.com; Jmillington1929@gmail.com; lymetownclerk@townoflyme.com; jlalonemayor@frontier.com; mannsvlwater@frontier.com; mannsvl@frontiernet.net; orleanssuper@aol.com; orleanszoningofficer@gmail.com; orleanstownclerk@aol.com; supervisor@townofpamelia.com; pamclerk@nnymail.com; supvdlamora13@townofphiladelphia.com; code-enforce1@townofphiladelphia.com; tphilaclerk@centralny.twcbc.com; vphillymayor@gmail.com; vphil@centralny.twcbc.com; rodmansupv2020@gmail.com; sorenhi14@yahoo.com; rodclerk13682@gmail.com; gde1966@yahoo.com; TownClerk@TownofRutland-NY.org; alex.morgia@sacketsharbor-ny.gov; zeo@sacketsharbor-ny.gov; VillageClerk@sacketsharbor-ny.gov; townoffice@townoftheresany.com; office@villageoftheresany.com; bridge.jordan9@gmail.com; tleeson@villageoftheresany.com; jsmith@watertown-ny.gov; mgriffin@watertown-ny.gov; asaunders@watertown-ny.gov; jrbsupervisor@gisco.net; dross@gisco.net; PAMD@GISCO.NET; vwcmayor@westelcom.com; pcrump@westelcom.com; vwcclerk@westelcom.com; psmith120@twcny.rr.com; tmckeever1@hotmail.com; twilnaclerk@westelcom.com; worthnysupervisor@gmail.com; normanparadis1948@gmail.com; townworthclerk@yahoo.com; planning@co.jefferson.ny.us; mbourcy@co.jefferson.ny.us; josephp@co.jefferson.ny.us Cc: Stuart T.; Arevalo, Juan; Gootman, Stephanie; Smith, Crystal; Derrick, Timothy; Cone, John; Bailey A (DEC; Kelli A (DEC; brad.wenskoski@dec.ny.gov; Saritha; Yilmaz, Tolga; Timothy Johnson; cpollard@Dewberry.com; Laura.V.Ortiz@usace.army.mil; Elizabeth.ketcham@dot.ny.gov; exec@jeffersoncountyswcd.org; tughill@tughill.org; thomas.snow@dec.ny.gov; kevin.clapp@dhses.ny.gov; elizabeth.oreilly@dhses.ny.gov; Andrew.Gaebel@dot.ny.gov; Michael.McCullouch@dot.ny.gov; John J. Condino; president@villageofcarthageny.com; Yilmaz, Tolga; Mickey Dietrich; Jillian Lee; Joseph Plummer; Vassallo, Emily; Supervisor Subject: FEMA's Jefferson County Flood Study Update In-Person Meeting

When: Monday, September 30, 2024 1:00 PM-2:30 PM (UTC-05:00) Eastern Time (US & Canada).

Where: Town of LeRay Community Room; 8650 LeRay Street; Evans Mills, NY 13637

Dear Jefferson County Community Officials:

The Federal Emergency Management Agency (FEMA) Region 2 office is ready to share the first draft of outputs shown on digital work maps and included in the Flood Insurance Rate Map (FIRM) database for the Jefferson County, NY, flood study. The initial engineering data show where water will collect and flow during a flood, based on current conditions.

FEMA and our mapping consultant, STARR II, invite you to an in-person Flood Risk Review meeting on September 30, 1:00 pm to 2:30 pm. We will give every community an opportunity to learn about updates to their flood 2024 from hazards and ask questions directly to the mapping team.

The draft data will be available online in the next few days at: FEMA Region 2 Draft Flood Hazard Viewer. Please take time before our meeting to review everything with elected officials, staff and other interested individuals or organizations in your community. The agenda includes time to address your concerns.

Date: September 30, 2024

1:00 pm to 2:30 pm ET Time:

Town of LeRay Community Room Location:

8650 LeRay Street

Evans Mills, NY 13637

Your involvement can ensure the quality of information that will affect areas of your community.

If you have initial comments or questions, please submit them to me, Mike Foley, at Michael.Foley3@fema.dhs.gov and/or Stu Geiger at sgeiger@dewberry.com.

Thank you,

Michael P. Foley, Chief

Risk Analysis Branch | FEMA Region 2 – One WTC 53rd Floor SW c 347.610.1847

e michael.foley3@fema.dhs.gov | www.fema.gov

Follow us: Facebook | Twitter | LinkedIn

2 attachments

240930_Jefferson_FRR_Meeting_Summary.pdf

240930_Jefferson_FRR_Meeting_Slides.pdf 5083K

Town of Clayton Regular Meeting Minutes

Tuesday, December 31st, 2024

The Town Board of the Town of Clayton held their regular meeting at 8:30 AM, located at 405 Riverside Drive, Clayton, NY.

The following persons attended:

Timothy Doney Kenneth Knapp Donna Patchen Savarah Wright James Kenney James Jones Megan Badour Steve Dorr, Sr. Mariah LaClair

1. Pledge of Allegiance: Supervisor Doney opened the meeting with the Pledge of Allegiance

2. Guests: N/A

- 3. Town Clerk:
- A. Correspondence:
 - 1. River Community Church card (see attached)
 - 2. DOT Introductory letter (see attached)
 - 3. Charter Communications update (see attached)
- B. Minutes:
 - 1. Minutes from 12/13/2024 Regular Meeting to be approved. Motion made by Donna Patchen, seconded by James Kenney. **Motion carried.**
- 4. Public: No comment on agenda items.
- 5. Workshop Discussion Items:
 - A. Bills and Transfers:
 - i. Abstract #13 of 2024:

Motion was made by Kenneth Knapp, seconded by Donna Patchen, to approve Abstract #13, in the amount of \$174,872.01. **Motion carried.**

ii. Authorize Prepay Expenses:

Motion was made by Donna Patchen, seconded by Kenneth Knapp to authorize the following prepay expenses:

- ASSOCIATION OF PUBLIC HIST. \$45 ANNUAL MEMBERSHIP DUES
- ASSOC. OF TOWNS \$1,200 ANNUAL MEMBERSHIP DUES
- EDMUNDS GOVTECH \$3,000 ANNUAL MCSJ SOFTWARE FEE
- EDMUNDS GOVTECH \$13,764.07 ANNUAL HOSTING FEE
- JC HIGHWAY SUPTS ASSOC. \$350 ANNUAL MEMBERSHIP DUES
- NY ASSOC. OF LOCAL GOVERNMENT \$50 ANNUAL MEMBERSHIP DUES
- NYS TEAMSTERS \$125,646.00 BARG EMPLOYEE JAN INS/HRA
- NYS TEAMSTERS \$57,747.12 NON-BARG EMPLOYEE INS/HRA
- NYS FLOODPLAIN ASSOC. \$40 ANNUAL MEMBERSHIP DUES
- NYS RETIREMENT \$180,335 NYS RETIRMENT DUE 2025
- DAN MOYER \$300 DOG SHELTER ANNUAL FEE

- VILLAGE OF CLAYTON \$1,543.50 COURT LEASE JAN 2025
- CEROW AGENCY, INC \$83645.12 INSURANCE PREMIUMS 2025

Motion carried.

iii. Budget Amendments:

Motion was made by James Kenney, seconded by Kenneth Knapp to approve the attached budget amendments. **Motion carried.**

v. Zoning Board of Appeals Reappointment/Appointment:

- Motion made by James Kenney, seconded by Kenneth Knapp to appoint Mike McMahon as alternate to the Joint Village/Town Zoning Board of Appeals with a term expiring 12/31/2029. Motion carried.
- Motion made by Kenneth Knapp, seconded by James Kenney to approve the Zoning Board reappointment of Dale Maclaughlin with a term expiring 12/31/2029. Motion carried.

vi. <u>Planning Board Member Resignation/Appointments:</u>

- Motion made by James Kenney, seconded by Kenneth Knapp to regretfully accept the resignation of the Planning Board member, Ronald Duford, effective 12/31/2024. Motion carried.
- Motion made by Kenneth Knapp, seconded by James Kenney to approve the Planning Board appointment of Alson Taylor to a full-time board member effective 1/1/2025 with a term expiring 12/31/2031. Motion carried.
- Motion made by Kenneth Knapp, seconded by James Kenney to advertise for vacant Alternate Planning Board position. Motion carried.
- Motion made by James Kenney, seconded by Kenneth Knapp to approve the Planning Board reappointment of Therese Christensen with a term expiring 12/31/2031. Motion carried.

vii. BAR Reappointment:

Motion made by Kenneth Knapp, seconded by James Kenney to approve the BAR reappointment of Roger Howard expiring 9/30/2029. **Motion carried.**

viii. K. Delany Step Increase:

Motion to approve the step increase of \$0.50/hour effective 1/6/2025, by Donna Patchen, seconded by Kenneth Knapp. **Motion carried.**

ix. Employee Handbook Update:

Motion was made by Kenneth Knapp, seconded by James Kenney to approve the Juneteenth holiday to the Employee Handbook. **Motion carried.**

10. Adjournment:

Motion was made by Donna Patchen, seconded by James Kenney to adjourn at 9:15 AM. Motion carried.

Next Meeting: Wednesday, January 8, 2025 at 5:00PM, located at Cerow Recreation Park Arena, 600 East Line Road, Clayton, NY.

Megan Badour, Town Clerk

Ranges		Item Status		Purchase Types Mis	С			
Range: Firs Rcvd Batch Id Range: Firs Encumbrance Date Range: 01/0	t to Last	Open: N Void: N Paid: N Held: N Aprv: N Rcvd: Y		Bid: Y State: Y Other: Y Exempt: Y	Include Non-E	Budgeted: Y Year Only: N		t Line Item Notes
O# PO Date Vendor		Con	tract PO 1	Гуре				
Item Description	Amount	Charge Account	Acct Type	Description	Stat/Chk	First End Date	c Rcvd Date	Chk/Void Date Invoice
5-00001 01/06/25 APHNYS	ASSOCIATION OF PUBLIC	HISTORIA						
1 HISTORIAN MEMBER RENEWAL	L \$45.00	B -7510-40	E	HISTORIAN-CONTRACTUAL E	EXPEN R	01/06/25	01/07/25	2299
5-00002 01/06/25 ASSTOW	ASSOCIATION OF TOWNS	OF THE ST						
1 2025 AOT DUES	\$1,200.00	A -1920-40	Е	ASSOCIATION OF TOWNS DU	JES R	01/06/25	01/07/25	
5-00003 01/06/25 CERAGE	CEROW AGENCY, INC.							
1 2025 INSURANCE PREMIUMS	\$83,645.12	A -1910-40	E	GENERAL INSURANCE	R	01/06/25	01/07/25	318
5-00004 01/06/25 DANIE005	DANIEL MOYER							
1 2025 SHELTER FEES	\$300.00	A -3510-40	E	DOG CONTROL-CONTRACTU	IAL R	01/06/25	01/07/25	
5-00005 01/06/25 EDMUNDS	EDMUNDS GOVTECH							
1 2025 SYSTEM MAINTENANCE	\$16,764.07	A -1310-40	E	FINANCE-CONTRACTUAL EX	PENSE R	01/06/25	01/07/25	25-IN1561
5-00006 01/06/25 JCHSA	JEFF. CNTY. HIGHWAY SU	PERINTEN						
1 DORR MEMBERSHIP DUES 202	25 \$350.00	A -5010-40	E	HIGHWAY SUPERINTENDENT	-CON1 R	01/06/25	01/07/25	
5-00007 01/06/25 NYSRET	NYS & LOCAL EMPLOYEE	S' RETIREM						
1 ANNUAL INVOICE	\$102,380.00	A -9010-80	E	BENEFITS-NYS RETIREMENT	R	01/06/25	01/07/25	
2 ANNUAL INVOICE	\$5,349.00	B -9010-80	E	BENEFITS-NYS RETIREMENT	R	01/06/25	01/07/25	
3 ANNUAL INVOICE	\$36,303.00	DA -9010-80	Е	BENEFITS-NYS RETIREMENT	R	01/06/25	01/07/25	
4 ANNUAL INVOICE	\$36,303.00	DB -9010-80	Е	BENEFITS-NYS RETIREMENT	R	01/06/25	04/07/05	

25-00015

01/06/25 COOBRO

COOK BROS. TRUCK PARTS, INC.

Town of ClaytonPurchase Order Listing By P.O. Number

PO #	PO Date Vendor			Contract PO T	уре			
Item Description	on	Amount	Charge Account	Acct Type	Description	Stat/Chk	First Enc Rcvd Date Date	Chk/Void Date Invoice
25-00008	01/06/25 NYSTEA	NYS TEAMSTERS COUNC	IL					
2 JAN 2025 3 JAN 2025	5 INS/HRA 5 INS/HRA 5 INS/HRA 5 INS/HRA	\$926.64	A -9060-81 A -9060-82 B -9060-81 B -9060-82	E E E	BENEFITS-NON-BARGAINING HEAL' BENEFITS-NON-BARGAINING HSA/F BENEFITS-NON-BARGAINING HSA/F BENEFITS-NON-BARGAINING HSA/F	R R	01/06/25 01/07/25 01/06/25 01/07/25 01/06/25 01/07/25 01/06/25 01/07/25	
25-00009	01/06/25 NYSTEA	NYS TEAMSTERS COUNC	II					
1 JAN 2025 2 JAN 2025 3 JAN 2025 4 JAN 2025 5 JAN 2025	5 B&G HEALTH INS 5 B&G HRA 5 HWY HEALTH INS 5 HWY HRA 5 HWY HEALTH INS 5 HWY HEALTH INS	\$9,914.80	A -9060-83 A -9060-84 DA -9060-83 DA -9060-84 DB -9060-81 DB -9060-82	E E E E	BENEFITS-BARGAINING HEALTH IN BENEFITS-BARGAINING HRA PLANS BENEFITS-BARGAINING HEALTH IN BENEFITS-BARGAINING HRA ACCO BENEFITS-BARGAINING HEALTH IN BENEFITS-BARGAINING HRA ACCO	R R R R	01/06/25 01/07/25 01/06/25 01/07/25 01/06/25 01/07/25 01/06/25 01/07/25 01/06/25 01/07/25 01/06/25 01/07/25	
		\$129,246.00						
	01/06/25 NYALG005 MBER DUES	NYALGRO \$50.00	A -1460-40	E	RECORDS MANAGEMENT - CONTR.	R	01/06/25 01/07/25	
25-00011	01/06/25 NYSFLO	NYS FLOODPLAIN & STOF	RMWATER					
1 2025 ME	MBER DUES	\$45.00	B -8010-40	E	ZONING-CONTRACTUAL EXPENSE	R	01/06/25 01/07/25	
	01/06/25 VILCLA	VILLAGE OF CLAYTON				_		
1 JOINT C	OURT LEASE	\$1,543.50	A -1110-41	Е	COURT-JOINT COURTROOM EXPEN	R	01/06/25 01/07/25	
25-00013	01/06/25 WSB-FEE	WATERTOWN SAVINGS BA	ANK-ACC FEE					
1 MONTHL	Y RDC FEE	\$20.00	A -1310-42	E	FINANCE-BANK SERVICE FEES	R	01/06/25 01/07/25	
25-00014	01/06/25 ASSFIR	ASSOCIATED FIRE PROTE	ECTION INC					
	ALL SPRINKLER INSP SPRINKLER INSPECTION		A -7560-40 A -7110-40	E E	TOWN HALL-CONTRACTUAL REC PARK-CONTRACTUAL EXPENS	R R	01/06/25 01/07/25 01/06/25 01/07/25	13662 13663
		φ 525.00						

PO #	PO Date Vendor			Contract PO	Туре					
				Acct			First En	c Royd	Chk/Vo	id
Item	Description	Amount	Charge Account	Туре	Description	Stat/Chk	Date	Date	Date	Invoice
25-000	01/06/25 COOBRO	COOK BROS. TRUCK PAR	RTS, INC.	A	Account Continued					
1	PRESSURE WASHER & HOSE	KIT \$5,741.47	A -1640-41	E	CENTRAL GARAGE-JT HIGHWAY CC	R	01/06/25	01/07/25		2272978
2	3030 TANDEM	\$113.82	DA -5130-40	E	MACHINERY-CONTRACTUAL EXPEN	R	01/06/25	01/07/25		2276310
3	YELLOW TURN LAMP	\$261.84	DA -5130-40	Е	MACHINERY-CONTRACTUAL EXPEN	R	01/06/25	01/07/25		2279730
4	LIFT	\$447.01	DA -5130-41	E	MACHINERY-JT VILLAGE CONTRAC	R	01/06/25	01/07/25		2280156
5	LIFT	\$268.51	A -7110-40	E	REC PARK-CONTRACTUAL EXPENS	R	01/06/25	01/07/25		2280156
6	RETURN CREDIT	68.88	DA -5130-40	Е	MACHINERY-CONTRACTUAL EXPEN	R	01/06/25	01/07/25		2280617
7	COUPLER/BRASS QCAB ADAF	PTERS \$122.08	DA -5130-40	Е	MACHINERY-CONTRACTUAL EXPEN	R	01/06/25	01/07/25		2281359
8	BRASS QCAB ADAPTER	\$8.80	DA -5130-40	E	MACHINERY-CONTRACTUAL EXPEN	R	01/06/25	01/07/25		2281981
9	CREDIT	1,487.80-	A -1640-41	Е	CENTRAL GARAGE-JT HIGHWAY CC	R	01/07/25	01/07/25		
		\$5,406.85								
25-000	01/06/25 DEPLIB	DEPAUVILLE FREE LIBRA	ARY							
1	DEPAUVILLE LIBRARY STIPEN	JD \$12,000,00	B -7410-43	Е	DEPAUVILLE LIBRARY CONTRACT-I	R	01/06/25	01/07/25		
'	DEL AGVIELE EIDIVARTI GTIL EI	Ψ12,000.00	D -7410-40	_	DEL AGVILLE LIBITARY GOIVITAGI-I	11	01/00/23	01/01/20		
25-000	01/06/25 FIRSTBNK	FIRST NATIONAL BANK C	F OMAHA							
1	GOOGLE SUITE		A -1650-40	Е	CENTRAL COMMUNICATIONS-CON	D	01/06/25	01/07/25		
2	SAMS CLUB- PARADE CANDY	·		E	CENTRAL STOREROOM-GENERAL			01/07/25		
3	STAPLES- OFFICE SUPPLIES	\$149.59		E	CENTRAL STOREROOM-GENERAL CENTRAL STOREROOM-GENERAL			01/07/25		
4	SAMS CLUB- FILE BOXES	\$149.59 \$47.98		E	TAX COLLECTION-CONTRACTUAL E			01/07/25		
5	SAMS CLUB- COFFEE CUPS/L	•	A -1660-40	E	CENTRAL STOREROOM-GENERAL			01/07/25		
6	STAPLES- RECEIPT BOOKS	\$107.95		E	TRANSFER SITE-CONTRACTUAL EX			01/07/25		
7	VISTAPRINT- DORR BUSINESS			E	HIGHWAY SUPERINTENDENT-CON1			01/07/25		
,	VISTAFICINT- DONN BUSINESS		A -3010-40	_	HIGHWAI SOFEKINTENDENT-CONT	IX	01/00/23	01/01/23		
		\$813.72								
25-000	01/06/25 FROCRY	FRONTENAC CRYSTAL S	DDINGS INC							
25-000			·							
1	5 GAL WATER	\$10.75	A -7560-40	E	TOWN HALL-CONTRACTUAL	R	01/06/25	01/07/25		161923
2	5 GAL WATER	\$31.25	A -1640-41	E	CENTRAL GARAGE-JT HIGHWAY CC	R	01/06/25	01/07/25		
3	5 GAL WATER	\$37.50	A -7110-40	E	REC PARK-CONTRACTUAL EXPENS	R	01/06/25	01/07/25		
		\$79.50								
25-000	01/06/25 GRAFLO	GRAY'S FLOWER SHOP								
1	DELIVERY FEE	\$9.50	A -1430-40	Е	PERSONNEL-CONTRACTUAL EXP	R	01/06/25	01/07/25		
		ψ3.50	. 1130 40	_			01,00/20	3.,31720		
25-000	020 01/06/25 HOWPUM	HOWLAND PUMP & SUPF	NY CO INC							
25-000	020 01/00/23 HOVPOW	HOWLAND FUNIF & SUPP	LI CO., INC							

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PO #	PO Date Vendor			Contract PO	Туре			
Item	Description	Amount	Charge Account	Acct Type	Description	Stat/Chk	First Enc Rcvd Date Date	Chk/Void Date Invoice
25-000	20 01/06/25 HOWPUM	HOWLAND PUMP & SUPP	LY CO., INC	A	Account Continued			
1	FLAME ROD/PACKING KIT/ELE	ECTROD \$91.15	A -8160-40	E	TRANSFER SITE-CONTRACTUAL EX	R	01/06/25 01/07/25	W133953
25-000	21 01/06/25 INTER010	INTERSTATE BILLING SEF	RVICE, IN					
1	DOOSAN LOADER FUEL FILTE	ER \$151.81	DA -5130-40	Е	MACHINERY-CONTRACTUAL EXPEN	R	01/06/25 01/07/25	0063042-00
25-000	22 01/06/25 JEFFE015	JEFFERSON COUNTY						
1	12/2024 ASSESSMENT SERVICE	CES \$5,580.10	A -1355-40	E	ASSESSMENT-CONTRACTUAL	R	01/06/25 01/07/25	241292
25-000	23 01/06/25 KENDA005	KENDALL, HARRIENGER	& BURROWS					
1	GENERAL LEGAL	\$225.00	A -1420-40	E	GENERAL LEGAL-CONTRACTUAL E	R	01/06/25 01/07/25	8155
25-000	24 01/06/25 KBKCL005	KBK CLEANING, LLC						
1	HWY BARN CLEANING SERVIO	CES \$2,025.00	A -1640-41	E	CENTRAL GARAGE-JT HIGHWAY CC	R	01/06/25 01/07/25	1064
25-000	25 01/06/25 NORSHO	NORTH SHORE SOLUTION	NS					
1	WEBSITE MAINT	\$266.25	A -1650-40	E	CENTRAL COMMUNICATIONS-CONT	R	01/07/25 01/07/25	2010-7105
25-000	26 01/07/25 NYSTEA	NYS TEAMSTERS COUNC	ilL					
	BARGAINING SINGLE	\$5,665.60	DA -9060-83	E	BENEFITS-BARGAINING HEALTH IN		01/07/25 01/07/25	
	BARGAINING SINGLE BARGAINING FAMILY PLANS	\$5,665.60 \$9,914.80	DB -9060-81 A -9060-83	E E	BENEFITS-BARGAINING HEALTH IN BENEFITS-BARGAINING HEALTH IN		01/07/25 01/07/25 01/07/25 01/07/25	
		\$21,246.00		_			0.701720 0.701720	
05.000	07 04/07/05 NN/075A	NVO TEAMOTEDO COUNTO						
25-000	27 01/07/25 NYSTEA NON-BARGAINING INSURANC	NYS TEAMSTERS COUNC	A -9060-81	E	BENEFITS-NON-BARGAINING HEAL	R	01/07/25 01/07/25	
2	NON-BARGAINING INSURANC	+ -,	B -9060-81	E	BENEFITS-NON-BARGAINING HEAL		01/07/25 01/07/25	
		\$11,669.02						
25-000	28 01/07/25 PAYSEN	PAYNTER SENIOR CENTE	R					
1	2025 STIPEND	\$10,000.00	B -6772-40	E	PROGRAMS FOR THE AGING-PAYN	R	01/07/25 01/07/25	
25-000	29 01/07/25 SUPER005	SUPERIOR PLUS PROPAN	IE					
1	TOWN HALL PROPANE	\$1,158.44	A -7560-40	Е	TOWN HALL-CONTRACTUAL	R	01/07/25 01/07/25	

PO #	PO Date	Vendor			Contract PO T	Туре			
Item	Description		Amount	Charge Account	Acct Type	Description	Stat/Chk	First Enc Rcv Date Date	
25-000	029 01/07/25	SUPER005	SUPERIOR PLUS PROPAN	IE	A	Account Continued			
2 3	ZAMBONI PROPA REC PARK PROP			A -7110-40 A -7110-40	E E	REC PARK-CONTRACTUAL EXPENSIONS PARK-CONTRACTUAL EXPENSIONS		01/07/25 01/07 01/07/25 01/07	
25-000	030 01/07/25	THOMREUT	THOMSON REUTERS - WE	-ST					
1 2	MCKINNEY LAW I	воок	\$501.00	A -1410-40 A -1410-40	E E	TOWN CLERK-CONTRACTUAL EXP		01/07/25 01/07 01/07/25 01/07	
25-000 1	031 01/07/25 STIPEND	TIERS	T.I.E.R.S. INC. \$5,000.00	A -6410-41	E	PUBLICITY-PROMOTIONS REC PAR	ł R	01/07/25 01/07	7/25
25-000 1	032 01/07/25 STIPEND	TIMUS	THOUSAND ISLANDS MUS \$3,000.00	SEUM B -7510-42	E	HISTORIAN-T. I. MUSEUM CONTRA	(R	01/07/25 01/07	7/25
25-000	033 01/07/25	TOWNO010	TOWN OF CAPE VINCENT	, NY					
1	Q1 DOG CONTRO	DL FEES	\$2,491.07	A -3510-40	E	DOG CONTROL-CONTRACTUAL	R	01/07/25 01/07	7/25
25-000	01/07/25	UNICOR	UNIFIRST CORPORATION						
1 2	GARAGE MATS TOWN HALL MAT	S	· ·	A -1640-41 A -7560-40	E E	CENTRAL GARAGE-JT HIGHWAY CO TOWN HALL-CONTRACTUAL	C R R	01/07/25 01/07 01/07/25 01/07	
			\$250.08						
25-000 1 2	035 01/07/25 UNIFORMS UNIFORMS/TOW		UNIFIRST CORPORATION \$110.65 \$374.11 \$484.76	A -7110-40 DA -5130-40	E E	REC PARK-CONTRACTUAL EXPENSIONS MACHINERY-CONTRACTUAL EXPE		01/07/25 01/07 01/07/25 01/07	
25-000	036 01/07/25	UNIFI005	UNIFIRST FIRST AID + SAI	FETY					
1	FIRST AID SUPPL	IES	\$63.57	A -1640-41	E	CENTRAL GARAGE-JT HIGHWAY CO	(R	01/07/25 01/07	7/25 C557785
25-000	037 01/07/25	WASMAN	WASTE MANAGEMENT OF	NY, LLC					
1	DUMPSTER		\$195.10	A -1640-41	E	CENTRAL GARAGE-JT HIGHWAY CO	CR	01/07/25 01/07	7/25

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PO #	PO Date Vendor			Contract PO 7	уре					
Item L	Description	Amount	Charge Account	Acct Type	Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	d Invoice
25-00038	8 01/07/25 CAGON005 CAG ONE	SKATE SHARPE	ENERS INC.							
1 5	SKATE SHARPENER SKATE CLAMPS	\$119.85	A -7110-40	E	REC PARK-CONTRACTUAL EXPE	NS R	01/07/25	01/07/25		2482
25-00039	9 01/07/25 CLAYOU TOWN O	CLAYTON YOU	TH COMMISSI							
2	YOUTH COMMISSION SHARE	\$9,000.00	B -7310-40	E	YOUTH COMMISSION-CONTRACT	U.R	01/07/25	01/07/25		
Total Pu	rchase Orders: 39 Total P.O. Line It	ems: 75 Tot	al List Amount: \$	\$569,798.68 T	otal Void Amount: \$0.00					

Totals by Year-Fund					
Fund Description	Fund	Expend Total	Revenue Total	G/L Total	Total
General Fund	5-A	\$370,627.41	\$0.00	\$0.00	\$370,627.41
General Fund B	5-B	\$44,892.28	\$0.00	\$0.00	\$44,892.28
Highway Town Wide Fund	5-DA	\$77,844.79	\$0.00	\$0.00	\$77,844.79
Highway Part Town Fund	5-DB	\$76,434.20	\$0.00	\$0.00	\$76,434.20
Total Of All Funds:		\$569,798.68	\$0.00	\$0.00	\$569,798.68
Totals by Fund					
Fund Description	Fund	Expend Total	Revenue Total	G/L Total	Total
General Fund	Α	\$370,627.41	\$0.00	\$0.00	\$370,627.41
General Fund B	В	\$44,892.28	\$0.00	\$0.00	\$44,892.28
Highway Town Wide Fund	DA	\$77,844.79	\$0.00	\$0.00	\$77,844.79
Highway Part Town Fund	DB	\$76,434.20	\$0.00	\$0.00	\$76,434.20
Total Of All Funds:		\$569,798.68			\$569,798.68

01/07/2025

Fund Description	Fund	Current	Prior Rcvd	Prior Open	Paid Prior	Fund Total
General Fund	5-A	\$370,627.41	\$0.00	\$0.00	\$0.00	\$370,627.41
General Fund B	5-B	\$44,892.28	\$0.00	\$0.00	\$0.00	\$44,892.28
Highway Town Wide Fur	nd 5-DA	\$77,844.79	\$0.00	\$0.00	\$0.00	\$77,844.79
Highway Part Town Fund	d 5-DB	\$76,434.20	\$0.00	\$0.00	\$0.00	\$76,434.20
	Total Of All Funds:	\$569,798.68	\$0.00	\$0.00	\$0.00	\$569,798.68

SCHEDULE B 2024 AWARDED BUDGET & ACCOMPLISHMENT DATA

Project Number:	240PR14	6-24		
Community	C/T/V_	County	Туре	Awarded Amount
Clayton	Town	Jefferson	Public Sewer	\$645,267

Award Budget:

 Funding Source
 Amount

 CDBG
 \$645,267.00

 DEC WQIP
 \$842,485.00

 Projected Total Funding:
 \$1,487,752.00

Activity Budget Detail:

Activity(ies)	Projected Use	Amount
T of Clayton Sewer Treatment Plan	nt Rehab	
Engineering		\$155,400
Sewer		\$489,867
		\$645,267

Accomplishment Data:

240PR14624-01 T of Clayton Sewer Treatment Plant Rehab

Project Area

% of LMI in Project Area 62
Persons in Project Area 199
LMI Persons in Project Area 124

Source Key:

AHC - Affordable Housing Corp, RESTORE - Residential Emergency Services to Offer Repair to Elderly, ARC - Appalachian Regional Commission Area Development Program, DASNY - Dormitory Authority of the State of New York, EDA - US Economic Development Administration, EFC CW - Environmental Facilities Corp.; Clean Water Act SRF, EFC DW - Environmental Facilities Corp.; Safe Drinking Water Act SRF, FHLB - Federal Housing Loan Bank, IDA - Industrial Development Agency, LDC - Local Development Corp., NYBDC - New York State Business Development Corp., NYSCA - New York State Council of the Arts, NYSERDA - New York State Energy Research and Development Authority, NYS OCFS - NYS Office of Children and Family Services, NYS OTDA - NYS Office of temporary and Disability Assistance, RUS - USDA Rural Development, Rural Utilities Service, Water and Wastewater Disposal Loan and Grant Program, US HHS - Department of Health and Human Services