

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



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

TOWN BOARD WORKSHOP MEETING AGENDA

Wednesday, April 23, 2025 • 5:00pm • Cerow Recreation Park Arena

1. **Pledge of Allegiance**
2. **Town Board Workshop Meeting**
 - A. **Town Clerk**
 - i. *Correspondence that Needs Recording*
 - ii. *Minutes from 04/9/25 Regular Meeting*
 - B. **Public: Comment on Agenda Items MEGAN**
 - C. **Workshop Discussion Items:**
 - i. Irrigation Bid Awards
 - ii. Concession Stand Bid Awards
 - iii. Jefferson County Planning Agreement NY-SWIMS Grant
 - iv. Appoint Rec Park Laborer
 - v. ZBA Sign decisions
 - vi. Highway Trailer Purchase
 - vii. Rec Park Grant Opportunity Discussion
 - viii. Grievance Day scheduled for May 28 from 4PM to 8PM
 - D. **Public: Comment on Non-Agenda Items**
3. **Adjournment** **Next Meeting: Wednesday, May 14, 2025 @ 5:00pm Cerow Recreation Park Arena**

Thousand Islands Landscaping Company

45699 Landon Rd

Wellesley Island, NY

13640-3192

tilandscaping@yahoo.com



Estimate

ESTIMATE # 1775**DATE 04/03/2025****EXPIRATION DATE 05/01/2025****ADDRESS**

Town of Clayton

Timothy Doney-Town

Supervisor

PO Box 379 405 Riverside

Drive

Clayton, NY 1624

SHIP TO

Town of Clayton

PLEASE DETACH TOP PORTION AND RETURN WITH YOUR PAYMENT.

ACTIVITY	QTY	RATE	AMOUNT
Irrigation System Installation Install irrigation system at Clayton Riverwalk between sidewalk and new shoreline "seawall." Estimated 475 linear feet long by estimated 33 linear feet wide. Estimated at 4 zones with 7 rotational pop-up sprinkler heads per zone. To include wi-fi capable controller, hose connections for hoses to water planting beds, and coinciding zone valve boxes. Job to be completed start to finish in 10 working days. Job to be completed prior to May23,2025.	1	31,500.00	31,500.00
Irrigation parts parts to include pump, pipe, wire, controller, fittings, valve boxes, hose hook-ups, sprinkler heads, valves, and any other pertinent irrigation parts.	1	5,567.94	5,567.94
Irrigation parts Protective screen tube for pump	1	499.99	499.99

All electrical hookups will be made by town employees. A box will be provided by town for the pressure tank and control panel.
Topsoil and seeding of area will be an extra cost as it is not specified in the bid.

SUBTOTAL	37,567.93
TAX	0.00
TOTAL	\$37,567.93

Accepted By

Accepted Date

Thank you for your business!
Thousand Islands Landscaping Company

**Proposal to Operate Concession at Cerow Arena
2025/2026 Ice Season
PieZano's LLC**

This Proposal is for PieZano's to operate the concession stand at Cerow Arena during the 2025/2026 Ice Season. PieZano's will operate the concession stand for all hockey tournaments, hockey games, figure skating shows and on weekends for open skating. PieZano's will offer a menu consisting of but not limited to Pizza Slices, Hamburgers, Hot Dogs, Tacos, Chicken Wraps, Philly Steaks, French Fries, Chicken Tenders, Mozzarella Sticks, etc. If an event takes place in the morning hours, we will offer breakfast sandwiches and breakfast burritos. We will offer Coffee, Hot Chocolate, Bottled Water, Sport Drinks and Soda.

PieZano's will pay the Town of Clayton \$750.00 for the operation of the concession stand for the 2025/2026 Ice Season. PieZano's will also donate 5% of concession stand sales to the T.I. Youth Commission to support all youth athletics in our community.

Best Regards,

Tom Ierlan
Owner, PieZano's LLC



Tim Doney <townsupervisor@townofclayton.com>

CHRISTIAN & THE COYOTE "Tacos & Tings"

Christian Ives <chives1121@gmail.com>

Mon, Apr 21 at 1:29 PM

To: townsupervisor@townofclayton.com <townsupervisor@townofclayton.com>

CHRISTIAN & THE COYOTE "Tacos & Tings"

Bid Submission for Monthly Lease of Cerow Park Concession Stand

I, Christian Ives submit a Bid of \$800 Per Month for the Concession Area.

Bid to: Town of Clayton
Attn: James Jones
405 Riverside Drive
PO Box 379 Clayton, NY 13624

4/10/25

Please consider this our Bid for Cerow Recreation Park Arena concession stand operation from October 2025-March 2026.

In reviewing the Notice to Bidders we commit to being open during all hockey games, tournaments, figure skating shows, Weekend Public skate, all Rock N' Skate events, Scheduled school vacations & holidays.

We are submitting a Bid of \$200.00 per Month, totaling \$1,200.00 for the 6 month contract. Additionally we commit to making a \$1,000.00 donation to the Thousands Islands Youth Hockey Association at the conclusion of our contract.

Sincerely,

Handwritten signatures of Shawn and Erin Meeks. The signature on the left is 'Shawn' and the signature on the right is 'Erin Meeks'.

Shawn & Erin Meeks

County of Jefferson
Office of the County Attorney

County Office Building

175 Arsenal Street
Watertown, New York 13601
(315) 785-3088 (315) 785-5178 Fax
Fax not authorized for service



March 31, 2025

Town of Clayton
Attn: Timothy M. Doney, Supervisor
405 Riverside Drive
Clayton, NY 13624

Re: **Jefferson County Planning Agreement(s) - (4/1/2024 – 9/30/2025)**
NY-SWIMS Grant

Dear Sir/Madam:

Please find enclosed three duplicate originals of the above referenced agreements for review and signature (in the presence of a Notary Public) by an authorized official. Once signed and notarized, kindly return all duplicate originals to my attention.

I will then have them signed by the Chairman of the Board of Legislators and return to you a fully executed copy.

Please contact Michael Bourcy, Jefferson County Planning Director if you have any questions regarding the provisions of the agreement(s).

Sincerely,

Kimberly A. Snow

Kimberly A. Snow
Confidential Secretary
to the County Attorney

KAS:hmm
enc.

cc: M. Bourcy, Planning

INTERMUNICIPAL AGREEMENT

This Agreement made this _____ day of _____, 2025, by and between the COUNTY OF JEFFERSON, a municipal corporation of the State of New York with principal offices located at 195 Arsenal Street, Watertown, New York 13601, hereinafter referred to as "COUNTY", and acting through its Department of Planning, with offices located at 175 Arsenal Street, Watertown, New York 13601, and the Town of Clayton, a municipal corporation of the State of New York, with principal offices located at 405 Riverside Drive, Clayton, New York, 13624, hereinafter referred to as "TOWN". (COUNTY and TOWN are hereinafter collectively referred to as "the Parties").

WITNESSETH

WHEREAS, the COUNTY, through the Jefferson County Department of Planning, has accepted the New York SWIMS Lifeguard Grant (hereinafter referred to as "Grant") to help fund local public swimming locations in certain municipalities within Jefferson County so as to cover costs related to salary increases for lifeguards, retention of employees, and the advertising of these job opportunities, at a total amount of \$50,000.00 for two seasons to be distributed in various amounts to said municipalities, and as more fully set forth under the terms of the Grant; and

WHEREAS, the COUNTY and TOWN seek to enter into an agreement wherein the COUNTY will distribute certain monies to the TOWN in accordance with the terms of the Grant.

NOW, THEREFORE, in consideration of the mutual promises and covenants contained herein, the Parties agree as follows:

1. The COUNTY agrees to distribute funds under the Grant to the TOWN in an amount not to exceed \$10,000.
2. The agreement shall be retroactive to April 1, 2024 and continue through September 30, 2025, to cover the 2024 and 2025 swim seasons.
3. The TOWN shall provide the COUNTY with all documents and data pertaining to lifeguards hired for this public swimming location, advertising costs for these job opportunities, and any other records and data required under the Grant terms and requirements. The TOWN shall provide the COUNTY with copies of all invoices, paystubs, and other receipts pertaining to allowable reimbursement expenses under the Grant.
4. This Agreement shall be deemed executory only to the extent of funds appropriated by, or otherwise made available to, the Jefferson County Board of Legislators with respect to the Grant and available for the purposes of this Agreement as set forth above; and no liability on account thereof shall be incurred by the COUNTY beyond the amount of such funds. It is understood and agreed that neither this Agreement, nor any representation by any public employee or officer creates any

legal, moral or equitable obligation on the part of the COUNTY to request, appropriate or make additional funds available for the purposes of this Agreement.

5. The TOWN agrees that it is solely responsible for any and all obligations and liabilities pertaining to its operation of public swimming and agrees to indemnify, defend and hold harmless the COUNTY, and its officers, employees and agents from and against any and all claims, liens, demands, judgments, penalties, fines, liabilities, settlements, damages, costs and expenses of whatever kind or nature (including, without limitation, attorneys' fees and disbursements), known or unknown, contingent or otherwise, whether incurred as a result of a claim by a third party or any other person or entity, arising out of or in any way related to this Agreement and/or the Grant, and including, but not limited to, any and all claims for personal injury, property damage and negligence.

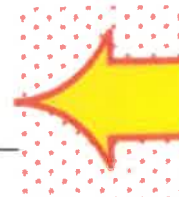
IN WITNESS WHEREOF, the parties hereto have caused these presents to be signed and their respective hand and seal to be hereunto affixed by their duly authorized officers the day and year first above written.

COUNTY OF JEFFERSON

By: _____
William W. Johnson, Chairman
Jefferson County Board of Legislators

TOWN OF CLAYTON

By: _____
Timothy M. Doney, Supervisor



ACKNOWLEDGEMENT

STATE OF NEW YORK)
COUNTY OF JEFFERSON) ss:

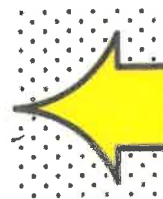
On this _____ day of _____ 2025, before me personally came **WILLIAM W. JOHNSON**, to me personally known, who, being by me duly sworn, did depose and say that he is the Chairman of the Board of Legislators for the County of Jefferson, the municipal corporation described in and which executed the foregoing instrument; that he knows the seal of the said County of Jefferson; that seal affixed to said instrument is such county seal; that is was so affixed by Resolution of the Board of Legislators of the County of Jefferson; and that he signed his name thereto by like order.

NOTARY PUBLIC

STATE OF NEW YORK)
COUNTY OF JEFFERSON) ss:

On this _____ day of _____ 2025, before me personally came **TIMOTHY M. DONEY** to me personally known, who, being by me duly sworn, did depose and say that he is the Supervisor of the Town of Clayton, the municipal corporation described herein and which executed the foregoing instrument; and that he signed his name thereto by order of the governing body of said town.

NOTARY PUBLIC



S:\GENERAL\CONTRACTS\PLANNING\2025\NYSWIMS IMA Clayton.docx

NOTICE OF COMPLETION
OF TENTATIVE
ASSESSMENT ROLL

(Pursuant to Section 1526 of the Real Property Tax Law Revised by L 1970 ch 957)

HEARING OF COMPLAINTS

Notice is hereby given that the Assessor of the Town of Clayton County of Jefferson, has completed the Tentative Assessment Roll for the current year; that a copy thereof has been left with the Town Clerk at the Clayton Town Office, 405 Riverside Dr, Clayton, NY 13624 where it may be seen and examined by any person interested therein during the hours and dates following: May 1-2, 5-9, 12-16, 19-20, 22 from 8:30-11:30AM & 12:30-4:30PM; May 8 6PM-8PM; May 17 from 1:30-5:30PM.

On Wednesday, May 28, 2025,

the Board of Assessment Review will meet between the hours of 4PM-8PM at the Clayton Town Office, 405 Riverside Dr, Clayton, NY 13624 to hear and examine all complaints in relation to such assessments, on the application of any person believing himself aggrieved hereby. Form RP-524 (Grievance) applications are due by the end of the meeting of the Board of Assessment Review on May 28, 2025. Signed and completed RP-524 forms may be submitted in person at the Town Clerk's office, mailed to PO Box 379, Clayton, NY 13624, emailed to rp524@townofclayton.com or submitted to the Board of Assessment Review directly when they meet on May 28, 2025. Dated this 1st day of May 2025.

Alexander W Marchenkoff
Sole Assessor



QUOTATION

19598 Cady Road, Adams Center, NY 13606 phone (315) 788-0200 fax (315) 437-4041

TO:

Customer

Address

City, State, Zip Code

Contact Person

Phone Number

Date of Quotation

Salesman Name

TOWN OF CLAYTON

615 East Line Road

Clayton, NY 13624

Steve

686-3512

Fax Number

0

1/31/2025

Quotation Price Good Through

3/2/2025

BILL O'BRIEN

Stock #	New or Used	Description	Price:
175656	New	2025 FELLING FT-20-2 LP DECK OVER TRAILER	\$19,822
		20' DECK LENGTH IN 2" WHITE OAK	
		ENGINEERED FABRICATED HIGH TENSILE MAIN FRAME BEAMS	
		6' WOOD INLAID BEAVERTAIL	\$690
		DOUBLE INCLINE BEAVERTAIL	\$384
		6'X20" WOOD INLAID SPRING ASSIST RAMP	\$760
		102" OD WIDTH	
		(12) 1" STRAIGHT D-RINGS	\$100
		ELECTRIC, FSA BRAKES ON ALL AXLES	
		10K OIL BATH AXLES	
		SPRING SUSPENSION	
		(8) ST235/80R 16 E TIRES, 8 BOLT HUB PILOT WHEELS	
		5.3' CENTER OF COUPLER TO HEADBOARD HITCH LENGTH	
		3" ADJ LUNETTE EYE/PINTLE HITCH	
		140,000 LB TWIN 2 SPEED JACKS	\$874
		7 POLE RV PLUG	
		LED LIGHTS, SEALED WIRING HARNESS	
		FELLING BLACK W/WHITE STRIPE	
		DOCUMENT HOLDER	
		TOOLBOX W/ LOCKABLE COVER	
		2 STEPS, 1 ON STD HITCH, 1 FRONT OF AXLES ROADSIDE	
		3/8" SAFETY CHAINS, GRADE 70	
		GVWR: 25,900 LBS	
		SOURCEWELL PRICE: LIST LESS 12%	
		LIST PRICE: \$22,630.00 LESS 12% = \$19,914.40	
		FREIGHT IN: \$1,694.00	
		PDI: \$550.00	
		TOTAL CUSTOMER COST: \$22,158.40	
		Warranty: 1 year full, 3 year paint, limited life structural	
		Total List Price:	\$22,630
		SELL PRICE:	\$22,158
		In Stock @ TRE Watertown	

DETAILS OF PROPOSED TRANSACTION:

CASH PRICE	\$22,158
-TRADE-IN (see above)	\$0
NET PRICE	\$22,158
SALES TAX (if applicable)	\$0
FET ON NET (if applic.)	
TOTAL PRICE	\$22,158

WE APPRECIATE THIS OPPORTUNITY TO QUOTE YOU. I ASSURE YOU THAT YOUR ORDER WILL BE MOST APPRECIATED AND HANDLED IN A PROMPT AND CAREFUL MANNER. PLEASE FEEL FREE TO CALL ME WHEN I CAN BE OF SERVICE...

Sales Representative

Thank You



QUOTATION

23150 NYS Route 12
Watertown, NY 13601
O: (315) 788-7368
F: (315) 788-5842

DATE: 4/17/2025
QUOTATION #: 523
CUSTOMER ID:
QUOTATION VALID UNTIL: 5/15/2025
PREPARED BY: VNATALI

QUOTATION FOR:
Town of Clayton
Highway Dept
Steve Dorr

SALES PERSON	P.O. #	SHIP DATE	SHIP VIA	F. O. B. POINT	TERMS
Vic Natali	T20	8/15/2025	LOCAL	Watertown NY	COD

QUANTITY	DESCRIPTION	UNIT PRICE	AMOUNT
1	2025 Towmaster T-20 LP 20,000 # Rated Capacity 20' Deck Length 102" Wide 5' Beavertail 2 - 10K Axles Electric Brakes 12K Drop Leg Jack 8 - 235/85R16 (F)		\$ 25,985.00

SUBTOTAL	\$25,985.00
TAX RATE	
SALES TAX	
TOTAL	\$ 25,895.00

If you have any questions about this quotation: Vic Natali - victornatali@bobcatofwatertown.com - (315) 778-3470

Customer Acceptance _____ Date _____



TRAIL KING Industries, Inc.

300 East Norway
Mitchell, SD 57301

Ph: (800) 843-3324

Fax: (605) 995-6500

www.trailking.com

2130 3rd Ave. NW
West Fargo, ND, 58078

Ph: (800) 762-5557

Fax: (701) 282-3039

1200 Gehl Drive
Yankton, SD 57078

Ph: (605) 665-8415

Fax: (605) 665-0810

15352	Wheels (outside)	6 x 16 steel disc dual wheel	4
10058	Spare Wheel	No Spare Wheel	
13967	Tires	Provider ST235/80R16 10 ply	8
10059	Spare Tires	No Spare Tire	

11201-Lights / Electrical

Item #	Category	Description	Weight (lbs)	Qty	Unit Price	Total
14530	Lights / Electrical	7 Pole RV style electrical plug (standard with electric brakes)				
14648	Lights / Electrical	Grote LED Lights				
18528	Lights / Electrical	Two pair oval red S/T/T lights				
18726	Lights / Electrical	Grote sealed electrical harness system				

11201-Miscellaneous

Item #	Category	Description	Weight (lbs)	Qty	Unit Price	Total
14481	Document Holder	Registration holder				

TOTALS

Total:	\$27,334.00
Trade Discount (15%):	(\$4,100.10)
Discounted Net:	\$23,233.90
Unit Sale Price:	\$23,233.90
F.E.T:	\$0.00
Freight:	\$1,800.00
Total Unit Sale Price:	\$25,033.90
Quantity of Units:	1
Total Sale Price:	\$25,033.90
Net Due:	\$25,033.90



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300 East Norway
Mitchell, SD 57301

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1200 Gehl Drive
Yankton, SD 57078

Ph: (605) 665-8415

Fax: (605) 665-0810

- 4533 Hitch Safety chains with hooks
- 1334 Landing Gear 12K HD jack with spring foot

11201-Deck

Item #	Category	Description	Weight (lbs)	Qty	Unit Price	Total
8722	Deck Length	19' Flat Deck				
4471	Main Deck	4" Safety headboard				
14517	Main Deck	33" Loaded deck height				
15782	Main Deck	4" Full width I-beam crossmembers 16" OC mainframe				
15785	Main Deck	7" Mill channel outer rail				
15794	Main Deck	10" Mill Beam Mainframe				
11220	Beavertail	Wood-filled beavertail (no mudflaps)				
18524	Beavertail	5' Beavertail				
11215	Decking	1-1/2" Oak (raised)				
11223	Ramps	19" X 5' Adjustable Black Ladder Style with spring assist				
13092	Tie Downs	5 Pair bent D-rings (main deck only)				

11201-Suspension

Item #	Category	Description	Weight (lbs)	Qty	Unit Price	Total
13131	Suspensions / Axles	2 Axle, H9700 Spring suspension (TK20/24/40) (49" axle spacing)				
14521	Suspensions / Axles	(2) 12,000 lb. capacity axles				
14545	Axle Spacing	49" Axle spacing				
15737	Brakes	Electric Brakes (12 1/4 x 5), 16" wheels and tires only				
15352	Wheels (inside)	6 x 16 steel disc dual wheel		4		

Municipal Parks and Recreation Grant Program (MPR)

Application Deadline: May 2, 2025 at 4 p.m.

Program Summary

The New York State Office of Parks, Recreation and Historic Preservation (OPRHP) is pleased to announce a new grant program to fund the development and improvement of municipal parks and recreation sites. Funds for the Municipal Parks and Recreation (MPR) Grant Program are provided by the Clean Water, Clean Air, and Green Jobs Environmental Bond Act of 2022 (the "Bond Act").

Eligible Applicants

Counties, Cities, Towns, and Villages within the boundaries of New York State that own the property where the proposed project is sited are eligible to apply.

Eligible Projects

MPR funding is available for the construction of recreational facilities and other improvements to municipally owned recreational sites and parks. Examples include playgrounds, courts, playing fields, and facilities for swimming, biking, boating, picnicking, hiking, fishing, camping or other recreational activities. Grants will primarily fund construction costs. Preconstruction activities, such as developing plans and design specifications may be included in the project budget, but MPR cannot fund projects that are solely for planning and design without a construction component.

Available Funding

For the 2025 grant cycle, successful MPR project applications will be funded with up to \$10 million in Bond Act funds from the Open Space Land Conservation and Recreation category. An additional grant cycle will occur in the future, bringing the program total to \$20 million through two rounds of applications.

The MPR grant opportunity can fund up to 90% of the total eligible project costs, with a matching share requirement of 10%. The maximum grant award is \$1,000,000. Grants are administered on a reimbursement basis.

Application Period

Applications are now available through the [on-line Consolidated Funding Application](#), with an application deadline of May 2, 2025, at 4 p.m.