**Colton Regular Monthly Town Board Meeting, May 17, 2023**

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

Present: Ronald Robert, Town Supervisor Councilpersons: Lisa Fisher

 Kevin Hawley, Highway Supt. Jacob Poste

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

 Jennifer Cole, Town Clerk Kevin Beary

Meeting attendees: Shelley Rayner, Rick Perkins, Peggy Mousaw, Diane Richardson, David Seymour, Kirk Snyder, Grace Hawley

Zoom attendees: Dennis Eickhoff, Michael Hayes, Joanne Fisher, Mary Jane Watson, Peggy Shea, Cynthia Hennessy

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

**Motion #1**

**Adopt the agenda for this meeting**

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

Ayes 5

Noes 0

Motion carried

**Motion #2**

**Approve April 2023 Regular Town Board Meeting Minutes**

Motion made by Ms. Fisher, seconded by Mr. Beary to approve the minutes from the April 2023 regular monthly meeting.

Ayes 5

Noes 0

Motion carried

**Motion #3**

**Authorize Bank Recon, Transfers & Bills in Warrant #5, 2023**

Motion made by Mr. Beary, seconded by Mr. Knight to authorize payment of bills labeled Warrant #5, do a budget amendment and a transfer as indicated below.

Ayes 5

Noes 0

Motion carried

 General Fund…………………………………………………………………………………$59,314.44

 Highway Fund…………………………………………………………………………………51,506.78

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

 Colton Light Dist………………………………………………………………………………….789.21

 S. Colton Light Dist……………………………………………………………………………….778.71

Sewer Fund #1…………………………………………………………………………………..4,446.60

 Water Fund #1…………………………………………………………………………………..2,237.24

 Transfers

 To: A1420.40 Attorney Cont…………………………………………………………….…..$23,300.00

 A1375.40 Credit card fees…………………………………………………………………....100.00

 A5132.22 Garage-Salt Barn…………………………………………………………………..500.00

 A8810.40 Cemeteries…………………………………………………………………………750.00

 From: A1990.40 Contingency……………………………………………………….……….$17,350.00

 A599 Fund Balance……………………………………………………………….……..7,300.00

 To: L7410.20 Library Equip………………………………………………………………………200.00

 From: L7410.41 Library Books……………………………………………………………………200.00

**Courtesy of the Floor:**

*David Seymour* asked about the transfer station upgrades. 1.5 million is a lot of money, is there any way we can cut back? Discussion on the current failing equipment at the transfer station, work conditions, equipment needed during the cold season, etc.

*Diane Richardson* brought in paperwork from the 2007 Morgan Rd. Beach project. Mrs. Richardson offered to bring the paperwork to the Town Hall if the board would like to view it. Mrs. Richardson also stated that the town is lacking money for the transfer station, why are we considering this beach again?

*Peggy Mousaw* stated that the 2023 tentative assessment roll is available. Ms. Mousaw states that her assessment increased drastically yet the assessor refuses to tell her why. Ms. Mousaw feels that 75% of the residents in the town of Colton are underassessed and she will be writing a letter to the comptroller. Ms. Mousaw then asked what was going on with Pine Rd? Highway Superintendent K. Hawley spoke stating that he would like to hire someone to figure out where the water is coming from. Mr. Hawley stated that the county wants nothing to do with the situation. Ms. Mousaw stated that the slope is failing, there are only tree roots holding it in place. This is a safety concern.

*Shelley Rayner* responded to Ms. Mousaw stating that as the assessor, she has sent out two emails to Ms. Mousaw asking her to set up an appointment. Ms. Mousaw states she will not make an appointment as she does not have to per NYS Law.

**County Legislators Report:**

At the May 1st Full Board Meeting -

We had 29 resolutions.

We had 15 modifications to the budget of which one was tabled due to language corrections needed.

We had 7 Agreements/Contracts to be signed.

We had a resolution authorizing the filling of 7 vacancies positions.

We had a resolution calling on Governor Hochul and NYS lawmakers to reverse course and restore biomass as an

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*Cont legislators report -*

 important renewable energy source to strengthen the economy and encourage land stewardship and responsible

 forestry practices.

We had a resolution approving the payment in lieu of taxes agreement in relation to Solar project on parcel40.004-2-

 20.22/1 located at 50 Cogswell Corners Rd in the town of Lisbon, I voted no.

We had a resolution opposing the NY Housing Compact as proposed in Governor Hochul’s FY 2024 Executive budget.

We had a resolution Proclaiming May as Mental Health Awareness month in St Lawrence County.

We had a resolution Proclaiming May as older Americans month with the theme “Aging Unbound”.

**Town Engineer – Jeff Tubolino-Blue Line Engineering**

Mr. Tubolino emailed the Town Board two resolutions to choose from. Discussion on paving the transfer station and cost analysis over time. Concern over who is using the transfer station. Is there a better way to monitor/control who is utilizing the transfer station?

The following resolution was approved by the Colton Town Board.

**Resolution #5**

**Resolution to Award Contracts for the Transfer**

**Station Improvements Project**

At a regular meeting of the Town Council of the Town of Colton, St. Lawrence County, New York, held at 94 Main Street, Colton, New York, on May 17, 2023, at 6:00 p.m.

 PRESENT: Ronald Robert, Supervisor

 Kevin Beary, Councilmember

 Stephen Knight, Councilmember

 Lisa Fisher, Councilmember

 Jacob Poste, Councilmember

**WHEREAS,** the Town of Colton is accepted bids for the construction of Transfer Station Improvements on May 1st, 2023 and

**NOW, THEREFORE, BE IT RESOLVED** by the Council of the Town of Colton authorizes the award to the lowest responsible bidders for the following contracts and amounts regarding the construction of the Transfer Station Improvements:

Procurement (Supply, Delivery, and Installation) of Four (4) Stationary Compactors to Casella for a Total Bid amount of $140,390.

Contract #1 — General Construction to Whitton Construction, LLC for a Total Base Bid amount of $915,000.

Contract #2 — Electrical Construction to S & L Electric for a Total Base Bid amount of $144,000.

Contract #3 — HVAC Construction to Skelly Contractors, Inc. for a Total Base Bid amount of $65,500.

Contract #4 — Plumbing Construction to Hyde-Stone Mechanical Contractors, Inc. for a Total Base Bid amount of $24,529.

**BE IT FURTHER RESOLVED** that the Town Supervisor is authorized to execute all award and agreement documents related to these contracts, contingent upon receipt of recommendations to do so from the Town's engineer, attorney, and insurance agent.

A motion to adopt the foregoing resolution was made by Councilmember and seconded by Councilmember and upon a roll call vote of the Council was duly adopted as follows: Ronald Robert, Supervisor - Aye

Kevin Beary, Councilmember - Aye

Stephen Knight, Councilmember - Aye

Lisa Fisher, Councilmember - Aye

Jacob Poste, Councilmember – Aye

Mr. Tubolino also emailed the Town Board the special inspection contract as well as notice of awards for plumbing, HVAC, electrical, compactor procurement, and general construction. He asked if Supervisor Robert could sign these documents.

 Motion #4

Ms. Fisher made the motion to have Supervisor Robert sign the procurement contract and the notice of award for HVAC, plumbing, electrical, general construction, and special inspection contract; seconded by Mr. Knight.

Ayes 5

Noes 0

Motion carried

**Highway Report:**

* Since the last meeting we finished spring street cleaning. We have started grading roads. We also placed asphalt binder on Wildwood Rd.
* We started doing some ditching on Lenny Rd. We are hauling the fill into the transfer station.

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*Cont Highway report -*

* The county engineer is still working on the final design for Cayey road bridge. This project will be done in September when the material is available.
* I contacted Mark Fisher about a section of sidewalk near the post office and near the Catholic Church. He gave me a quote of $1,600.00 to remove and replace both sections.

Motion #5

Mr. Knight made the motion to hire Mark Fisher to remove and repair sections of sidewalks near the post office and the Catholic Church at the amount not to exceed $1,600.00, seconded by Mr. Poste.

Ayes 5

Noes 0

Motion carried

Mr. Hawley spoke on the issue on Pine Rd. It has become a safety issue. He recommends hiring Louis Maine to survey the property.

 Motion #6

 Mr. Poste made the motion to hire Louis Maine to survey the property/area at Pine Rd., seconded by Mr. Beary.

Ayes 5

Noes 0

Motion carried

**Code Enforcement Report:**

Transfer Station

The construction site is almost ready for staging at the transfer station. Will be ready in time if the project is awarded. We are currently repairing our backhoe and will most likely back in service by Thursday.

Water/Sewer

Our water and wastewater systems are all working fine. The river water height has taken a toll on our wastewater treatment plant. Lots of infiltration, but our limits have all been good from our samples and reporting for the DEC. Pumps and diffusers are next in routine maintenance then hydrant flushing and exercising valves.

Building and Grounds

A big shout out to everyone who pitched in with Spring cleanup. Highway, DPW and our volunteers take a lot of pride in getting our streets and grounds looking good for Memorial Day Weekend. A special thanks to sole volunteers such as Joanne Hudson, Sam Harris, and Pete Thomas. And of course, several more that help without being noticed. Several caring members are within the community. Women’s soccer, men’s soccer and women’s softball in full swing as well as pickleball. We have hosted birthday parties, benefits and upcoming 6thgrade graduation celebration at Swift Field. It’s a very busy facility!

We have some applications for your review and approval. We would like to hire a couple summer helpers for the season. Cole Blackmer is our BOCES intern who comes to us with experience and fully insured by BOCES for a month more for our time with him. Mr. Blackmer has filled out an application for summer help here with the DPW Dept. Harlee Besio has also filled out an application for summer help with the DPW. The employee that is currently out due to injury is now out indefinitely.

After discussion on whether the DPW Dept needs two summer helpers it was motioned:

 Motion #7

Ms. Fisher made the motion to hire Mr. Blackmer as the 2023 summer help for the DPW Dept. 40 hours a week, $15.00 per hour, contingent on his age and the requirements that come with the summer help position. If Mr. Blackmer cannot fill the responsibilities of the summer help position due to his age, the Town will hire Mr. Besio at the same rate of pay and same number of hours. No second hire for summer help.; seconded by Mr. Poste.

 Ayes 5

 Noes 0

 Motion carried

Safety

First Aid, CPR and AED training was done with several town of Colton employees from clerks, highway and DPW members. DPW had training on chemical Hazardous communications, LOTO, Machine Guarding, Confined Space training, electrical safety and Dig Safe seminar. Andrea Malik had an extensive training session as well. Our bookkeeper also went to the annual PERMA conf. Busy season for safety.

Code Enforcement Office

34 permits for the new year. We have had a conditional use permit application processed for U-Store it facility, and two area variances.

New business…. We have a COVID Employee Retention Program Grant we are eligible for. I submit to you The Town of Pierrepont’s documentation and award figures. We should pursue this grant if possible.

 Motion #8

Ms. Fisher made the motion to allow Code Officer and DPW Superintendent D. Richards to pursue the COVID Employee Retention Program Grant, seconded by Mr. Poste.

 Ayes 5

 Noes 0

 Motion carried

**Town Clerk Report:**

Land Tax payments are slowing down. Last day to make a payment is May 31, 2023.

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**Bookkeeper/Assessor Report:**

Bookkeeper

* Interest earned last month for NYCLASS/NBT - $17,806.32
* I attended the workers compensation conference held by PERMA our comp. provider May 11th & 12th. The biggest take away from the conference is PERMA’s desire to have all employers implement a Transitional Duty Program.

Assessor

* I have sat with the tentative tax roll on two occasions for 12 hours and will be sitting again with the roll on May 25th from noon – 4pm for anyone who has questions about their assessment. As a reminder, Grievance Day is May 31st from 4pm – 8pm.

**BTI Report:**

* We finished the second round of stream treatments and are on the 3 rd round for some.
* The river was treated on 5/9/23. The flow was still very high, 5500 CFS. The larvae would have pupated if I waited until the water levels dropped. The treatment was very successful. I put in one treatment at the Rainbow Falls dam, and it carried through all the way to South Colton. I put a second treatment in at Higley dam which I split applying part of the treatment below the Rt 56 bridge with a rowing canoe. The treatment here was also successful, carrying through the Colton bypass, Stone Valley, with a high percent mortality rate as far as Brown’s Bridge. I know a treatment is successful by doing a body count of the dead vs live larvae the day after treatments.
* We don’t have any crew for the mosquito control program so the black fly crew continues to bounce back and forth doing both as needed.
* In general, the program is going very well.

**Planning Board Report:**

The planning board met on 05/16/2023. We welcomed new member Dan Murphy. We approved the Conditional Use application of Colton Storage, LLC for a self-storage facility at 4313 State Highway 56, with the only condition being that all lighting had to be downcast/dark sky compliant. Jeff Rousell reported that he cannot find anyone to write a grant proposal for us. He is going to write the grant proposal with the help of Karen Bage. Eric Backus at Clarkson will be starting work on the comprehensive plan soon.

Discussion on comprehensive plans, the reason why municipalities need one, and grant writing.

 Motion #9

Mr. Beary made the motion to hire Karen Bage not to exceed $1,500.00 to help with the grant writing for the Smart Growth Comprehensive Planning grant, seconded by Ms. Fisher.

Ayes 5

 Noes 0

 Motion carried

The following resolution was approved and signed by the Town Board:

 Motion #10

 Mr. Beary made the motion to accept and sign Resolution 6-2023, seconded by Ms. Fisher.

 Ayes 5

 Noes 0

 Motion carried

**Resolution #6-2023: Approve the Grant Application for**

**the Smart Growth Comprehensive Planning Grant**

**WHEREAS,** the New York State Department of State has made grant funds available in 2023 through the Smart Growth Comprehensive Planning Grant Program, which provides grant funds on a competitive basis to eligible municipalities, regional planning entities, and non-profit organizations, to advance the preparation of municipal comprehensive plans to establish land use policies which support smart growth and clean energy principles for the community; and

**WHEREAS,** the Town of Colton is proposing to undertake a comprehensive planning process that will update the community’s existing Comprehensive Plan, which was written in 1976, in order to assess current land use policies and establish new policies that more accurately reflect the community’s current conditions, opportunities and goals for smart growth development and clean energy principles; and

**WHEREAS,** the Town of Colton intends to submit a grant application for funding in an amount not to exceed $100,000.00, with a local match requirement not to exceed 10% of the total grant request, to the NYS Department of State Smart Growth Comprehensive Planning Grant Program.

**THEREFORE, BE IT RESOLVED,** the Colton Town Board hereby authorizes the submission of a grant application on behalf of the Town of Colton, including provision of the required local match, to request State funding for the purposes of hiring a professional consultant to coordinate a community-based planning process and prepare an updated Comprehensive Plan that will guide appropriate development in the Town of Colton; and

**BE IT FURTHER RESOLVED,** that if awarded, the Town Supervisor of the Town of Colton is hereby authorized to execute all necessary documents relating to the NYS Department of State 2023 Smart Growth Comprehensive Planning Grant Program application.

**Dog Warden Report:**

Nothing at this time

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**Library Report:**

Thank you to the DPW dept. for the work on the memorial park and for removing the two trees at the library. June 10th is our Enchanted Garden grand opening from 10am – 11:30am. Repairs are needed on the inside of the library from years of leaks. There is a wall and wooden cabinets that need to be replaced. Quote estimates came in at $20,000.00 for the wall and $30,000.00 for the cabinets. Peggy Mousaw spoke up stating that the St. Lawrence County Industrial Development Agency has a grant they are offering for ventilation and rehab of old buildings. Also, the St. Lawrence River Redevelopment agency has grant monies. The museum is on its second season with no access to the upstairs for the public. Those repairs need to be done as soon as possible. Discussion on quote from Bonno Builders for museum ceiling repairs.

 Motion #11

Mr. Knight made the motion to move forward with the museum ceiling repairs not to exceed $18,200.00, seconded by Mr. Poste.

Ayes 4

 Noes 1 - Beary

 Motion carried

**Correspondence:**

Nothing at this time.

**Unfinished Business:**

* Replacement of two sections of sidewalk near the Methodist Church.
* Museum ceiling – denial letter was forwarded to the town attorney. Waiting on a response.

**New Business:**

* Lazy Hazy Days of Summer – Councilwoman Lisa Fisher has taken on the project. She said they are moving the majority of the festivities to Swift Field this year. The Lazy Hazy Daze of Summer will take place the weekend of July 13th – 16th. At the next meeting for this event Lisa will be discussing a parade, pickleball, bands, vendors etc. We are trying to tie in the townwide garage sales to this weekend as well. Mary Jane Watson spoke up stating that she believes that Potsdam is having their festival that weekend.
* Temporary cleaner needed until our current cleaner can come back to work. Discussion on wages, hours per week etc. Bookkeeper Shelley Rayner asked if someone has spoken to the cleaner for the library? Perhaps she would fill in until our regular cleaner can come back. Ms. Fisher would like an ad placed in the paper for this position so that people can apply. It needs to be circulated accordingly.

Motion #12

Ms. Fisher made the motion to place an ad in the town’s official paper for a temporary cleaner 20 hours a week at $15.00 per hour until our regular cleaner can come back. Deadline to apply is June 2nd, seconded by Mr. Poste.

 Ayes 5

 Noes 0

 Motion carried

**Adjournment:**

Motion #12

With no further business to discuss Ms. Fisher made a motion to close the regular monthly meeting at 7:32pm, seconded by Mr. Beary.

 Ayes 5

 Noes 0

 Motion carried

Meeting minutes by Colton Town Clerk Jennifer Cole

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