

## Regular Meeting

Because of the Novel Coronavirus (COVID-19) Emergency and State and Federal bans on large meetings or gatherings and pursuant to Governor Cuomo's Executive Order 220.1 issued on March 12, 2020 suspending the Open Meetings Law, the Waddington Town Board Meeting scheduled for April 12, 2021 at 7:00 pm was held electronically via Zoom instead of a public meeting open for the public to attend in person. Members of the public were invited to join the meeting from their homes.

**Present were:** Town Supervisor Alex Hammond and Town Councilmembers: Travis McKnight, David McBath, Scott Loomis, and Shaun Prentice.

**Also Present:** Carol A. Burns, Town Clerk, David Putney, Highway Superintendent, Mark Scott, Brooke Rouse, St Lawrence County Chamber of Commerce, Bonnie Sabatini, Tenley Amo, Patty VanPatten, Kathy Putney, Historian, Phyllis Acres, Kerri O'Bryan, Court Clerk, and Shannon Robinson, Town Justice.

**Call to order:** Supv Hammond called the meeting to order @ 7PM.

**Approval of Minutes:** A motion was made by McBath, seconded by Loomis to approve the minutes from the March 8<sup>th</sup> & 22<sup>nd</sup> meetings.

### **Citizen's Comments:**

Mark Scott reported that articles for the spring edition of the Waddington Recorder are due by April 19<sup>th</sup>.

**East Coast Water Cross:** Brooke Rouse from St Lawrence County was in attendance to discuss the East Coast Water Cross event with the Board. She reported that it would be held June 25-27 at the Waddington Town Beach. There are approximately 80 competitors. Spectator options will be based on the State Covid Guidelines at the time. This event could fall under several categories of the guidelines. At the time it could be 200 people to attend. There will be safety plans in place. They are looking at the vendor options as well. They aren't sure if they will be on site or possibly on Main St. Again it will be based on the Covid guidelines. The Board asked if Waddington businesses will be given first chance at vendor spots. She noted there was no reason they couldn't do this. The St Lawrence County Chamber of Commerce will be picking up the sponsor fee for the event. They are looking at marketing for the event as well. The Town of Waddington will be signing an MOU with the County Chamber who in turn is the liaison for the event with East Coast Water Cross. The Town must provide 2 additional porta poties, ambulance and EMT services, trash removal, and an insurance certificate naming the St Lawrence County and East Coast Water Cross as additionally insured.

The Town will also have to submit another application to the New York Power Authority. Brooke discussed the possibility of ticketing for the event. This would allow for tracing later if something should come up. They will also be screening temps; masks must be worn, social distancing enforced and sanitization available.

C Prentice asked what the vendor fees would be. Brooke noted possibly \$60 per weekend. It will depend on whether they can guarantee the vendors an audience.

The board asked how the safety plan would be enforced. Brooke stated that they would have volunteers working. Ticketing would be a way to inform the public ahead of time what is expected for them to attend the event. The food vendors would have to be set up like a food court where people could sit to eat and remove their masks. There will be no open containers. C McBath wanted to clarify the costs to the town. The total is \$7,500 which includes Fire Dept, Rescue Squad, trash, and toilets.

Brooke noted that she would need a confirmation from the Board ASAP to keep the event here in Waddington. The Board thanked her for her help and information.

### **Committee Reports:**

**Highway:** C McKnight reported that the highway department has been doing maintenance on the trucks, filled culverts and holes with stone dust when the frost came out, thawed three culverts, cold patched pot holes, installed a driveway culvert on the Harper Rd, took the plows

and wings off trucks for maintenance and painting, and chipped brush on the Buck Road. The new chipper worked very well.

Supt Putney reported that he has done an update on his equipment replacement plan. He has done a comparison from four years ago and will distribute to the board so it can be discussed in person at the next meeting.

**Rita Curran, County Legislator:** Rita Curran updated the board on County business. She reported that there were 19 new covid cases, 189 active cases, and there are three vaccine sites this week. Vaccinations are available at Kinney Drugs, Price Chopper and the Potsdam College Pod. There will be a vaccination clinic of the J& J 1 shot dose for veterans @ the Massena Veteran's Center in the Massena Mall. She has spoken with Matt Denner concerning the new tower transmission. Apparently we have run into some issues with our frequencies bleeding over to Canadian Towers. They are working on frequencies that don't overlap the Canadian ones. They have the funding to finish the project. They are waiting on the Canadian Governments response. C McBath asked if there had been any contact with our federal representatives to help. Rita stated that she wrote a letter to them requesting their help.

**Cemeteries/Safety:** C McKnight reported that Tracey & Dave Putney have been working with the Union Cemetery. Tracey is compiling a needs assessment on the cemeteries. She is going to try and have them placed on the National Historic Registry. If this happens it will set us up to be eligible for more funding.

C McKnight would like to set up a committee to work on a list of needs for each cemetery. In the last 3-4 years there have been quite a few of the bigger stones that have been tipping. He would like to prioritize what is absolutely needed and what would be for maintenance. The Board agreed that this would be a good idea. He will write something up for the Waddington Recorder for volunteers.

**Rescue Squad:** C Prentice reported that the Squad has been busy training on the new rig. He turned it over to Julie McBath. Julie reported that the 2020 Chevrolet ambulance is here and will go into service @ noon on Tuesday. It has taken a lot of time and effort. The cost of the new rig was \$274,000. They were able to get a grant for \$35,000 through USDA, sold the 2009 to Westville for \$15,000, and financed the remainder. They didn't have to come to the Town Board for support at this time. She noted that any time the Board or public would like to look at the rig they will be happy to show them.

Julie noted that they were down a few members. She also noted she was aware that the Board was going to vote on awarding the generator this evening. She hoped the board supported the project. The Squad is all volunteer and time is critical for them and their patients in an emergency.

Supv Hammond noted that as the Chamber develops the safety plan for the Water Cross competition he would like to have the Rescue Squad and Fire Department is part of the discussion.

**Library:** C Loomis reported that he had to attend the special recreation meeting so was unable to attend. He turned it over to Bonnie for discussion. Bonnie reported that she had applied for a grant from Stewart's Shops and was awarded \$500. This will be put towards the summer reading program. She is working with the Recreation Commission to work out the details of the reading program. They will have the story walks again this summer.

Bonnie proposed that the Town Board consider the start of a free library program. This would entail the little boxes of books through the Village. It is based on take a book leave a book. There are 100,000 of these free libraries. They are in 100+ countries and 50 States. She has an Eagle Scout Candidate that would like to construct the distribution boxes. She envisions one at the pavilion and the two parks. The Board noted that we would need to get permission from the Power Authority for this since it is their property.

Bonnie has requested to set up a subcommittee for work with the MOU. She would like to have two town board members and two library board members meet so that we can go forward with this agreement. C McBath stated he would serve on this committee. Bonnie will send out times to set up a meeting.

C McBath reported that Bonnie has reached out to him for a construction grant to repoint the bricks at the library. Mason work is bid by the linear foot. C McBath asked if the Town should put out an RFP to identify exactly what needs to be done. The board discussed and thought we could get information from Vicki MacDonald and then move from there. Bonnie will make contact with Vicki to see if she can be available.

**Recreation:** C Loomis reported that the Recreation Commission met on Tuesday. The Mayor and Supervisor were both in attendance. They decided to keep Russ Strait as Chairman and Missy Martin, Secretary. They discussed the morning reading program, morning recreation, and the beach program. There will be no bus transportation again this year.

The Commission asked what the Board has heard about the lower speed limit on the River Rd. When will the walking trail on River Rd be swept? Discussion was held on how to handle the weeds in the swimming area. The caretaker will be back on May 1<sup>st</sup>. They would like to post all job openings for recreation in January.

There are still complaints that people are not wearing their masks while playing pickle ball in the arena.

There will be monthly recreation meetings scheduled for the 3<sup>rd</sup> Monday of the month.

The DOT will be conducting a traffic study on the River Rd this spring. Supt Putney stated that the trail will be swept when the Village rents the road sweeper. The Town doesn't own a sweeper.

C Loomis noted that he has a drag that is pulled through with a winch on the tractor. He has a friend who used it for their water to control the weeds. He said he would be glad to help and use this to clean them if they can't come up with something else.

**Gallery/Clarke House:** Mark Scott reported that the ladies have been working on an exhibit that will run from April 17<sup>th</sup> – May 29<sup>th</sup>. They have been cleaning up out front of the building. They have four more exhibits lined up. They would like to be able to hold painting classes again but the back room where they have is small and they don't feel they can safely hold them there. They have requested being able to hold them in the upstairs at the old town hall. It would be 2-3 times per week for an hour at a time. If this would work they would like to store a portable supply cabinet to house the paints etc. Supv Hammond noted that the town is hoping to get back to in person meetings next month. They should be able to come to some sort of agreement as long as they adhere to the restrictions put forth for Covid- wearing masks etc. C Prentice asked if any of the paints were flammable and if they were he recommended a flammable storage cabinet so that something bad doesn't happen.

Kathy Putney suggested they might be able to use the community room at the library. Bonnie noted that they were tentatively opening up in June. They have space for storage etc.

Supv Hammond reported that the fundraiser for the ceiling at the Clarke House is ongoing.

**Museum:** Kathy Putney reported that the Museum board got together two weeks ago. As everyone knows Mike McGee has donated the depot building to the Village. They toured the building. It is a beautiful building and would make a great museum due to its historic significance to Waddington. They have narrowed placement to 10 sites. The nicest of the sites would be at the top of the hill just down from the water treatment plant. This would have to be approved by NYPA. They are applying for an RVRDA grant for the foundation work. Atlantic Testing will be doing an abatement assessment. She received a letter of support for the grant from the Village and would like one from the Town. If the depot all goes through they will put the Moore Museum house up for sale and use towards the restoration.

#### Resolution #39

Motioned by: Hammond

Seconded by: Loomis

RESOLVED, that the Waddington Town Board does hereby support the submittal of a grant application to the RVRDA for a joint effort to restore and maintain the Old Depot building as a museum in Waddington.

Ayes: All

**Grants/Other Funding:**

Resolution #40

Motioned by: Loomis

Seconded by: Hammond

RESOLVED, that the Waddington Town Board does hereby support the submittal of a grant application to the RVRDA for the installation of an automatic fire alarm detection and notification system in the Town Office/Garage/Rescue Squad complex. Ayes: all

**Baildon's:** The Clerk reported that she received a call today from a resident in Chase Mills who stated that the Baildon's are bringing in more junk. The Board recently passed a local law that would give us more teeth to enforce. The Board told the clerk to contact the Code Enforcement Officer to deem what the next appropriate step is going to be.

**Generator Bids:** At the last board meeting the board reviewed the bids for a new generator to power the Municipal Building in an emergency situation. There were three bids received ranging from \$62,095 to \$187,388. Discussion ensued as to where the funds would be taken from. We have received \$114,000 in high flow money for 2021. \$60,000 of that was used for revenue in the budget. The balance of \$54,000 was deposited into the NYPA money market at Upstate Bank. A project such as this is a good place to use the high flow money. Heated discussion ensued concerning connecting the fire department to the generator with a transfer switch. In the end it was decided to have the Village get the switch while the contractor was onsite. After discussion was ended and all parties satisfied with the outcome the following resolution as passed.

Resolution #41

Motioned by: McBath

Seconded by: Prentice

RESOLVED, that the Waddington Town Board does hereby award the bid for the new generator system for the Municipal Building Complex to Tel Inc., Heuvelton in the amount of \$59,500 for generator install and \$2,595 for asbestos work. Naves: Hammond Ayes: All

Resolution #42

Motioned by: Hammond

Seconded by: Prentice

RESOLVED, that the Waddington Town Board does hereby agree to pay for the new generator system from high flow money in the NYPA Money Market account at Upstate Bank. Ayes: All

**Local Government Task Force:** Supv Hammond reported that the Power Authority has set up biweekly meetings for the recreation project. The mayor, supervisor and Rob Campany have been involved with the meetings. They are going to use the ready grant side of things for Rob & his staff so it will move more quickly. They are looking at the possibility of breaking ground after the season this fall.

**Court Security Officer:** Justice Robinson addressed the board with the steps that need to be taken to create the position of Town Constable. A local law needs to be passed to create the position. It is a non-competitive part time position. A copy of the job description was also submitted. The position is then registered with the justice system. Once the local law is filed and a confirmation from the State is received they can fill the position. Justice Robinson has suggested Leah Lestra who is the Constable for Canton and works with the Norwood Police Department. She would provide her own fire arm and is trained for the position. C McKnight noted that he was in favor of a court security officer but struggles with an armed person in the building. Insurance liability and cost was brought up. The Clerk read an email stating that the Town was allowed one armed security officer at no additional cost. The email also read that they would like to see the job description of the security officer.

The clerk will send the information to the insurance company and to our town attorney for review.

**East Coast Water Cross:** After the discussion with Brooke Rouse the board felt that they should make an attempt to move forward with the event. This will at least give them the time to establish a safety plan and how they will move forward.

Resolution #43

Motioned by: McKnight

Seconded by: Prentice

RESOLVED, that the Waddington Town Board does hereby agree to hold the East Coast Water Cross competition at the Waddington Beach June 25-27, 2021 contingent upon an approved Covid safety plan being provided. Ayes: All

**Local Government Records Retention:**

Resolution #44

Motioned by: McBath

Seconded by: McKnight

RESOLVED, by the Town Board of Waddington, New York that Retention and Disposition Schedule for New York Local Government Records (LGS-1), issued pursuant to Article 57-A of the Arts and Cultural Affairs Law, and containing legal minimum retention periods for local government records, is hereby adopted for use by all officers in legally disposing of valueless records listed therein.

FURTHER RESOLVED, that in accordance with Article 57-AL

(a) only those records will be disposed of that are described in Retention and Disposition Schedule for New York local Government Records (LGS-1), after they have met the minimum retention periods described therein;

(b) only those records will be disposed of that do not have sufficient administrative, fiscal, legal, or historical value to merit retention beyond established legal minimum periods.

**Resolution Recognition:**

Resolution #45

Motioned by: McBath

Seconded by: McKnight

WHEREAS, Justin is in his first year as a Machine Equipment Operator for the Town Highway Department, and has shown great work ethic and dedication to his trade; and

WHEREAS, On February 3, 2021 Justin was on his usual plow route, he was coming off County Route 44 when he noticed what he had believed to be deer tracks on the road, thinking not much of it, Justin continued with this route. About an hour and a half later, on the way back through, he saw the tracks again and upon further inspection found that they were in fact human. On the corner of Irish Settlement Road and County Route 44, Justin pulled his truck over and saw that there was an elderly man standing in the nearby field. It was twenty-four degrees Fahrenheit and the man was not wearing proper winter clothing and seemed disoriented. Knowing that something was wrong, he quickly called the Highway Superintendent to make him aware of the situation. After a conversation with Dave, Justin quickly called 9-11 and the Waddington Rescue Squad responded; and

WHEREAS, Medical professionals at the scene credit Justin with saving this gentleman's life, his quick response and care were extraordinary; and

WHEREAS, he has far exceeded expectations going above and beyond his scope of responsibilities for the betterment of the community; and

WHEREAS, David Putney, Highway Superintendent has put forth a request that the Town Board recognize Justin for his actions that day,

NOW, THEREFORE BE IT RESOLVED, that the Town Board of Waddington recognizes and thanks Machine Equipment Operator Justin R. Norman for his service and commitment to the citizens of Waddington. Ayes: All

Resolution #46

Motioned by: McBath

Seconded by: McKnight

WHEREAS, Kerri O'Bryan has been the Deputy Town Clerk for the Town of Waddington for a total of fifteen years; and

WHEREAS, during her tenure she has far exceeded expectations always going above and beyond her scope of responsibilities for the betterment of the Town of Waddington; and WHEREAS, her devotion and work ethic is among the finest Waddington has to offer; and WHEREAS, Carol A. Burns Town Clerk has put forth a request that the Town Board recognize Kerri for her dedication and accomplishments, NOW, THEREFORE BE IT RESOLVED, that the Town Board of Waddington recognizes and thanks former Deputy Town Clerk Kerri O'Bryan for her service and commitment to the citizens of Waddington.

**Food Giveaway:** C McBath reported that there will be a food giveaway at the Madrid Waddington School on Saturday @ 11:30 AM. There are 700 boxes of food to give out. It is sponsored by ADA Northeast and is free to anyone.

**Citizen's Comments:** Mark Scott reported that the concert series committee met recently. There were Village and Town Representatives present. They have expressed concern about Covid compliance and regulations. They are a small group and are working to see if they will be able to hold the concerts this year.

Bonnie asked if there she could get the names of the representatives for the subcommittee concerning the MOU. Supv Hammond and C McBath will serve on this.

**Bills:** A motion was made by Prentice, seconded by McBath to pay bills #21-00178 – 21-00257 in the amount of \$47,280.76. Ayes: All

**Adjournment:** A motion was made by McKnight, seconded by Prentice to adjourn the meeting @ 10:30PM. Ayes: All

Respectfully submitted,

Carol A. Burns, Town Clerk