

# *Village of Canton, New York*

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## SPECIAL VILLAGE BOARD MEETING

Meeting Minutes: April 25, 2011

### **Present:**

Charlotte Ramsay, Mayor  
Mary Ann Ashley, Trustee  
Sally Noble, Village Clerk  
Brien Hallahan, Supt.

Jesse Coburn, Trustee  
Joseph Frank, Trustee  
Gerald Ducharme, Attorney

### **Absent:**

Sylvia Kingston, Trustee

Alan P. Mulkin, Chief of Police

**7:00 PM** – The Mayor opened the public hearing.

The Mayor asked if there was anyone present that wanted to speak regarding the budget. There were no public comments.

The Mayor closed the public hearing at 7:05 PM and opened the special meeting.

### **ORDER OF BUSINESS:**

**Review and make any alterations to the preliminary 2011-2012 budget to include water/sewer rates** – There were no new alterations made to the preliminary 2011-2012 budget or to the proposed water / sewer rates. Trustee Ashley asked if the budget and the new water and sewer rates can be put on the website. Clerk Noble said they could be put on the website.

**Adoption of the 2011-2012 budget** – Trustee Frank made a motion to pass a resolution adopting the 2011-2012 budget and water/sewer rates as presented. Trustee Ashley seconded the motion. All voted in favor. The motion carries.

**Appointment of a Website Maintenance person** – Trustee Ashley made a motion hire Mary Beth Sieminski starting May 1, 2011 at \$15/hr for up to 6 hours per week. She will be paid by voucher once a month. The motion was seconded by Trustee Frank. Mayor Ramsay, Trustee Ashley and Trustee Frank voted in favor. Trustee Coburn abstained from the vote. The motion carries.

**Appointment of Michael Richardson as Police and Dispatcher contract negotiator at \$150.00 per hour.** – Trustee Coburn made a motion to hire Michael Richardson at the rate of \$150.00 per hour to assist with contract negotiation with the Police and Dispatchers contracts. Trustee Frank seconded the motion. All voted in favor. The motion carries.

**Discussion of NYCOM reports** – Trustee Ashley asked if any of the Trustees reviewed the annual legislative agenda in the NYCOM bulletin. She wondered if it was something the Board should be discussing at our meetings. After discussion it was agreed that Board members would continue to review the NYCOM bulletin individually and bring items to the full Board if they felt it was an issue they would like to discuss.

**Resolution regarding National Grid charges** – The Mayor distributed a copy of Town's resolution opposing National Grid's request to increase "Make Ready" fees. The board had questions about what "make ready" fees were and if National Grid's request delays SLIC's work. This will be put on the May 16<sup>th</sup> agenda.

**Discussion of paperwork reduction procedures** – Trustees Ashley and Coburn served as a committee for the following recommended items:

- a. All correspondence or sharing of documents should be electronic, unless specific requests are made to the contrary – it was agreed that anything that could be shared electronically would be. Not everyone has email availability.
- b. All agenda and minutes will be sent electronically to trustees and the web master at least by the Thursday prior to the meeting. Any new agenda items will be added at the beginning of each meeting – Agendas and minutes will be sent electronically to trustees that have email. Minutes will not be posted until accepted at the next meeting. Any new agenda items added at the meeting will be added at the beginning of each meeting.
- c. Planning Board minutes, Zoning Board minutes and all newly adopted laws will be sent to the website. At any time, a trustee may review the minutes on the website. These minutes will be added to the website after approval by the board conducting the meeting. Newly adopted laws will be added to the website as they are adopted.
- d. Detailed monthly department reports will be kept on file within the department. One page highlights will be sent by email to trustees outlining significant activity for review by the Thursday prior to the monthly meeting. Should an individual trustee wish to have a paper copy, requests may be made directly to that department or the trustee may print their own copy. At any time, an individual trustee may request a detailed monthly report. – Trustee Coburn will talk to the new website manager to see if password protected mailboxes can be set up for the trustees.
- e. Departmental reports will be listed on the agenda only as “Departmental Reports”. Should any trustee have any questions regarding the reports, time will be allowed. If any departmental employee would like to add to their report, time will be allowed. After discussion it was decided to leave the listing as it is now.
- f. Monthly meetings will end at 10 pm unless a motion is made to continue the meeting. After discussion there will be no action taken now. There was discussion of holding the executive session portion of the meeting before the meeting.
- g. All items that pertain to a particular committee will be referred to the Mayor. The Mayor will then send it to the appropriate committee for review prior to the monthly meeting. –This is the current procedure used by the Mayor.
- h. All village park requests will be listed as one agenda item. The original written requests will be brought to the meeting by the Mayor. Trustees do not need a copy.
- i. The Mayor will report information items (i.e. vacations, leaves) to the Board. Trustees do not need a copy.

Trustee Ashley made a motion to enter into executive session at 7:46 PM. Trustee Coburn seconded the motion. All voted in favor. The motion carries.

Trustee Frank made a motion to come out of executive session at 9:05 PM. Trustee Ashley seconded the motion. All voted in favor. The motion carries.

Trustee Coburn made a motion to adjourn the meeting at 9:06 PM. Trustee Frank seconded the motion. All voted in favor. The motion carries.

Respectfully submitted,



Sally Noble  
Village Clerk