

**AGENDA OF ORGANIZATIONAL MEETING OF MASSENA TOWN COUNCIL
JANUARY 3, 2018 AT 5:30 PM AT MASSENA TOWN HALL**

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE;
2. PUBLIC COMMENT PERIOD;
3. OFFICIALS TO TAKE OATH OF OFFICE
 - a. SUPERVISOR- STEVE O'SHAUGHNESSY
 - b. TOWN COUNCIL- ALBERT NICOLA AND SAM CARBONE
 - c. TOWN JUSTICE- JOSEPH BROWN
4. APPOINTMENTS BY SUPERVISOR ** See Attached
 - a. DEPUTY SUPERVISOR
 - b. HOSPITAL BOARD APPOINTMENTS
 - c. BOOK KEEPER AND SECRETARY (?)
5. APPOINTMENT TO MASSENA TOWN BOARDS OF MANAGERS BY THE BOARD:
** See Attached
 - a. BUSINESS DEVELOPMENT CORPORATION
 - b. JOINT RECREATION ASSOCIATION
 - c. LIBRARY
 - d. MASSENA RESCUE
 - e. MASSENA ELECTRIC
 - f. CULTURAL CENTER AND MUSEUM
 - g. PLANNING BOARD
 - h. BOARD OF REVIEW
 - i. ZONING BOARD (NONE AT THIS TIME ?)
6. APPOINTMENT OF TOWN ATTORNEY;
7. **X** SET REGULAR BOARD MEETINGS FOR THE YEAR
 - a. THIRD WEDNESDAY OF EACH MONTH ** See Attached schedule
8. **X** DISCUSSION: REPLACEMENT OF TOWN COUNCIL MEMBER BY THE BOARD;
9. **X** To accept and Sign the Fire Protection contract with the Village. Effective Jan. 1, 2018-Dec. 31, 2019 (2 yrs) for 2019- \$89,500.00 and for 2020 \$97,000.00.
10. **X** To accept and Sign the Code Enforcement Office contract with the Village
11. **X** To renew the court officer agreement with the Village of Massena @ a cost not to exceed \$5,000, expiring 12/31/17 and authorize the Supervisor to sign the same.
12. **X** To renew Investment policy.
13. **X** To renew Substance Abuse policy.

- 14. X To renew Non-Discrimination policy.
- 15. X To appoint Compliance Officer (Supervisor).
- 16. X To name official newspapers (Currier Observer or Watertown Times)
- 17. X Authorizing the Town Clerk to attend the Town Clerk’s Conference and expenses incurred (travel, lodging & meals) to be paid by the Town of Massena upon representation of Itemized vouchers (receipts) at a regular council meeting.
- 18. X Official banks to be First Niagara, Community Bank and NBT Bank.
- 19. X To accept the Procurement Policy as is or with any changes.
- 20. X Authorizing the Supervisor to sign a Holding Harmless Agreement with St. Lawrence County.
- 21. X To renew the employee assistance program with Reach Out, effective 1/1/2018 to 12/31/18 at \$3,600 per year.
- 22. X To renew the following contracts under a blanket resolution based on:
 - a. Rescue Squad
 - b. N. Country Life Flight
 - c. Meals on Wheels
 - d. Louisville Rescue
 - e. Chamber Service
 - f. Humane Society
 - g. ~~Aluminum Historical Society~~ ? No need for this contract anymore.
- 23. X To use Municipal Investors Service.
- 24. X For yearly appointments: (By blanket resolution).

Deputy Registrar..... Jeannine Brouse (Town Clerk Appointment)
 Deputy Town Clerk..... Jeannine Brouse (Town Clerk Appointment)
 Justice Court Clerk..... _____
 Assistant Court Clerk..... Martha Granger
 Receiver of Taxes..... Taya Pryce
 Deputy Receiver of Taxes..... Renelle Garlach
 Second Deputy Receiver of Taxes Brenda Mossow
 Town Historian..... Mary Ellen Castleman
 Town Archivist..... Linda McDonald
 Supt. Maintenance Bldgs./Grounds..... Frank Diagostino
 Supt. of Highways..... Frank Diagostino
 Airport Manager..... Frank Diagostino
 Maintenance James Beckstead
 Dog Warden..... Contract w/Massena Humane Society
 Town Policeman..... Contract w/ Village

25. **X** The standard workday resolution for the Town of Massena, year 2018 at 7.5 hours per day for Town Hall employees, 8 hours for Airport and Highway Dept.

26. Contract Renewal Update: Exp. 12/31/17 *2018 Contract received

? Aluminum Historical Association

*Chamber of Commerce

? Deferred Comp/Security Benefit

- Hold Harmless Agreement
- Life Flight (N Country)
- Meals on Wheels
- Reachout of St. Lawrence County
- Louisville/Massena Rescue
- Senior Citizens
- Village/Town Court Officer
- Village/Town Code Officer
- Village/Town Fire Protections

X 2018 SUPERVISOR APPOINTMENTS:

SECRETARY/BOOKKEEPER: Brenda Mossow

DEPUTY SUPERVISOR: Albert Nicola

COMMITTEES / LIAISONS:

- LIBRARY..... Sam Carbone and Melanie Cunningham
- JOINT RECREATION..... Albert Nicola and Tom Miller
- MASSENA ELECTRIC..... Albert Nicola and Tom Miller
- MUSEUM..... Sam Carbone and Melanie Cunningham
- RESCUE SQUAD..... Tom Miller and Melanie Cunningham
- HOSPITAL..... Steve O’Shaughnessy and Sam Carbone
- BDC..... Sam Carbone and Melanie Cunningham
- CHAMBER..... Supervisor O’Shaughnessy
- HIGHWAY COMMITTEE..... Supervisor O’Shaughnessy
- AIRPORT COMMITTEE..... Tom Miller and Albert Nicola
- AUDIT COMMITTEE.....
- BUDGET COMMITTEE..... Entire Town Council
- HIRING/JOB DESCRIPTION COMMITTEE:..... Supervisor O’Shaughnessy
- PERSONNEL COMMITTEE:.....
- NEW YORK POWER AUTHORITY..... Supervisor O’Shaughnessy
- ST REGIS MOHAWK TRIBAL..... Supervisor O’Shaughnessy