

Village of Massena
BOARD OF TRUSTEES MEETING
AGENDA

July 18, 2017

5:30 P.M.

- [1] Call to Order / Silence of Electronic Devices / Roll Call
- [2] Report of Officers and Committees:
A. Treasurer's Report
B. Committee Reports: Code Enforcement (Carvel/LeBire)
Economic Development Committee (Ahlfeld/LeBire)
Fire Committee (Carvel/LeBire)
Personnel Committee (Carvel/Deshaies)
Police Committee (Carvel/Deshaies)
Recreation Commission (Carvel/Deshaies)
Street Committee (Ahlfeld/LeBire)
Water & Sewer Committee (Ahlfeld/LeBire)
- [4] INITIAL PUBLIC COMMENT PERIOD
- [5] Old Business:
None
- [6] New Business
A. Discussion: St. Lawrence County Workers Compensation Increase
B. Discussion: Executive Search Firm RFP Response
C. Award Bid: Daman Construction, LLC, Waterline Crossing (Main St at Rt. 37 & Stearns St. at Rt. 37)
D. Award Bid: Danko Construction Corporation, Cook Street Water Main Replacement Project
E. Authorization to Advertise for Part-Time Employee in Accordance with the Zombie Property Grant
F. Discussion: Fireworks
G. Proposed Resolution: Approve Addendum #2 to Agreement with CSEA Local 1000
- [7] Voucher Warrant
- [8] Monthly Reports
Massena Volunteer Fire Dept., Inc. (June 2017)
Village of Massena Code Office Report (June 2017)
- [9] Communications / Correspondence
- [10] CLOSING PUBLIC COMMENT PERIOD
- [11] Adjournment

REMINDER - NEXT MEETING

(Tuesday) August 15, 2017 at 5:30 p.m.

**Village of Massena
Treasurer's Report
July 18, 2017**

INFORMATION

1. An updated May summary of Revenue/Expense to Budget report follows:

	<u>Revenue</u>		<u>Expense</u>	
General Fund	8,557,194	98%	8,954,238	96%
Refuse Fund	1,199,253	98%	1,186,391	91%
Water Fund	1,612,839	84%	1,753,001	88%
Sewer Fund	1,585,405	86%	1,837,398	91%
Joint Rec	940,752	104%	976,278	96%

I continue to work on year-end adjustments and have begun entering figures into the Annual Update Reports for the State. I plan to have the Joint Recreation AUD submitted to the State by the July 31 deadline.

2. The office staff continues to be busy with tax collection. Through the close of business on Monday, July 17, we have collected \$4,995,320.71, approximately 81% of the total adjusted warrant of \$6,165,315.
3. We received our fourth draw on the \$3.2 million Note with the NYS Environmental Facilities Corporation for the CWSRF Wastewater Plant Improvement and Sewer Line Replacement Project on July 7. The fourth draw was in the amount of \$180,062.53, bringing the total amount drawn to date to \$1,259,789.57.
4. On July 14, we received \$2,470.50 from the State Comptroller's office. These monies were part of a NYS Department of Environmental Conservation Grant which reimbursed the Village for half the cost of 324 additional recycling containers which were purchased for Village residents.
5. The Village has a bond payment due August 11th for the Route 37B (Maple St/E. Orvis St) water/sewer line project. We will be paying \$118,000 in principal plus interest.

ACTION

6. **Budget Amendments:** The Village was required to pay Village property taxes on the parcels off Urban Drive and E. Hatfield Street, which were purchased last year; therefore, we need to add \$525.00 each to 100.1950.400, 175.1950.400, 300.1950.400, and 400.1950.400 (taxes and assessments on municipal property). It is my recommendation to pull these funds from the respective contingency accounts.
7. **Special Board Meeting:** Request a Special Board Meeting to be held on July 31 or August 1 for the purpose of approving a warrant. (The next scheduled Board meeting is not until August 15. The addition of the meeting would cut down on the number of pre-paid invoices as well as aid in the process of year-end closing.)



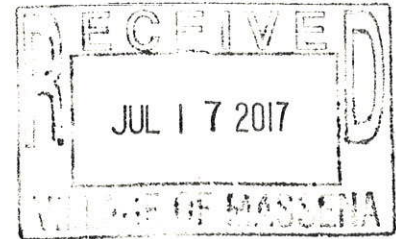
MEMO

Date: 7/14/17

To: Village of Massena Board of Trustees

From: Aaron Hardy, Fire Dept. Foreman / Code Officer

Re: Part time Clerk



Village of Massena Board of Trustees,

I am requesting to canvas to hire a part time clerk to work in the building office. This position will be used to create, and maintain a database of zombie, abandoned, and blighted properties in the Village of Massena. This position will be paid for with the zombie property grant we received through the attorney general's office.

Thank You,

A handwritten signature in black ink, appearing to read "Aaron Hardy".

Aaron Hardy

Village of Massena Fire Department / Code Office



VILLAGE OF MASSENA

Town Hall Building • 60 Main Street
Massena, New York 13662

PROPOSED RESOLUTION

Approve Addendum No. 2 to Agreement

MEMORANDUM OF UNDERSTANDING

**By and Between the Village of Massena and
CSEA Local 1000, AFSCME/AFL-CIO
Massena Unit 8407**

BE IT RESOLVED, that the Village of Massena Board of Trustees hereby approves the attached Addendum No. 2 to the Agreement between the Village of Massena and CSEA Local 1000, AFSCME/AFL-CIO, Massena Unit 8407, for the purpose of modifying Article III – Pay Plan, Section 2 as detailed in the MEMORANDUM OF UNDERSTANDING attached hereto; and

BE IT FURTHER RESOLVED, that Timmy J. Currier, as Mayor of the Village of Massena, is hereby authorized and directed to execute said MEMORANDUM OF UNDERSTANDING on behalf of the Village of Massena.

DATED: July 18, 2017