

Village of Massena
BOARD OF TRUSTEES
Meeting Minutes

DATE/TIME: February 7, 2017 (5:30 p.m.)
PLACE: Town Hall Building, 60 Main Street, Massena, New York

PRESENT: **Board of Trustees:**
Mayor Timmy J. Currier
Trustee Timothy Ahlfeld
Trustee Francis Carvel
Trustee Albert (Herb) Deshaies
Trustee Matthew LeBire

Staff:
Monique N. Chatland (Village Clerk)
Julie A. Sharlow (Treasurer)
Hassan A. Fayad (Supt. Of Public Works)

Press: John Michaud III (WNTS Television), Andy Gardner (North Country This Week), Bob Beckstead (Daily Courier Observer)

Residents/Other: R. Shawn Gray, Tom Seguin, Dianne Meyer, Pam Ryan, Tom Carroll (St. Lawrence Gas), Carl Seyfarth (Seyfarth & Seyfarth CPA's)

Following the Pledge of Allegiance, Mayor Currier asked that all electronic devices be silenced, proceeded to call the meeting to order at 5:30 p.m. and conducted a roll call of Board members present.

ENBRIDGE/ST. LAWRENCE GAS PUBLIC AWARENESS CAMPAIGN

Mayor Currier introduced Tom Carroll, of Enbridge/St. Lawrence Gas who gave a brief presentation regarding the dangers of gas, how to identify where gas lines are located and the safety precautions that should be taken when digging or working near gas lines. He explained ways to identify a gas leak and provided other various information in relation to gas. Mr. Carroll also presented the Board with informational and educational pamphlets for the public.

TREASURER'S REPORT

Village Treasurer Sharlow presented the following:

*Village of Massena
Treasurer's Report
February 7, 2017*

INFORMATION

1. *Our auditor, Carl Seyfarth of Seyfarth & Seyfarth CPAs, will present the draft audit of the Village's Financial Statements for fiscal year ending May 31, 2016.*

ACTION

2. ***Accept Draft Audit Report:*** Request a motion to accept the draft audit report, as presented by Carl Seyfarth this evening, to be finalized and filed with various regulatory agencies. **(LeBire/Carvel /Carried)**
3. ***New Bank Account:*** Seek Board's permission to open a new non-interest bearing checking account at NBT Bank for the 2016 AHC Grant. This is a requirement of the grant. The authorized signers on the account to be the same as our existing accounts: Mayor, Deputy Mayor, Authorized Trustee, Treasurer, Deputy Treasurer. **(LeBire/Deshaies /Carried)**

Carl Seyfarth explained that the audit went well, there were no major adjustments, no new findings and stated he was very happy with the progress that has been made in the last year. He stated that there were no changes to the financial statements and explained that that is the result of getting accurate information consistently throughout the year. Mayor Currier thanked Mr. Seyfarth for the information.

COMMITTEE REPORTS:

Committee reports were presented for informational purposes with no Village Board action taken at this time. The following was notable:

FIRE: Trustee LeBire stated he was very pleased with the Interim Foreman and his work and communication with the Volunteers.

STREET: Trustee Ahlfeld explained that he spoke to Massena Electric Department about the streetlight request for Barnhart Road the Board received. He stated that MED is pursuing it and one should be installed within the next few weeks.

INITIAL PUBLIC COMMENT PERIOD:

No public comment was heard at this time.

ESTABLISH A PUBLIC HEARING DATE TO AMEND CODE TO INCLUDE COMPLETE STREETS POLICY

A motion was offered by Trustee Ahlfeld, seconded by Trustee LeBire, to establish a public hearing date of February 21, 2017 at 5:30 p.m. to consider adopting a local law to amend the General Code of the Village of Massena to include a Complete Streets policy. **Motion Carried 4:0** (AYE= Ahlfeld/Carve/ Deshaies/LeBire).

DISCUSSION: PUBLIC WORKS FACILITY

Mayor Currier reminded the Board and those in attendance that the former DPW site on South Main Street has been sold and needs to be vacated by March. Trustee Ahlfeld explained that there had been numerous discussions with the Town of Massena regarding potential land that they would be willing to lease, a shared facility and the future plans to replace their Town Barn, however no clear direction to proceed had been made yet. A discussion then ensued amongst Board members debated the positive and negative aspects of various locations being considered for relocation. DPW Supt. Fayad also shared his concerns about those locations and his thoughts on the ideal location. At the end of the conversation, Mayor Currier explained that he will attempt to proceed with those discussions with the Town.

During the closing public comment period, Urban Drive resident Tom Seguin commented that he favored the North Main Street (Pontoon Bridge Road) site, as there wouldn't be any neighbors/neighborhoods adversely impacted. He also inquired about NYS approval, should the Village proceed with the Robinson Road expansion to which Mayor Currier explained approval is still needed.

EXECUTIVE SESSION:

A motion was offered by Trustee LeBire, seconded by Trustee Carve to enter an Executive Session to discuss collective bargaining issues at 6:21 p.m. **Motion Carried 4:0** (AYE= Ahlfeld/Carvel/Deshaies/LeBire).

A short Executive Session was held and no action was taken.

At 6:33 p.m. a motion was made by Trustee LeBire and seconded by Trustee Ahlfeld to close executive session and return to the open meeting. **Motion Carried 4:0** (AYE= Ahlfeld/Carvel/Deshaies/LeBire).

**RESOLUTION #05-2017: APPROVE AGREEMENT WITH UNITED PUBLIC SERVICE
EMPLOYEES (MASSENA POLICE PROTECTIVE ASSOC.)**

A motion was offered by Trustee Ahlfeld, seconded by Trustee LeBire, and carried, to adopt the following resolution to wit:

RESOLUTION #05-2017

**Approve Agreement By and Between the Village of Massena And United Public Service
Employees Union (Massena Police Protective Association)**

WHEREAS, the Village of Massena Contract Committee has negotiated a four-year Agreement (June 1, 2016 through May 31, 2020) with the Massena Police Protective Association (United Public Service Employees Union);

NOW, THEREFORE, BE IT RESOLVED, that the Agreement is hereby accepted by the Village of Massena Board of Trustees; and

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

Question of the adoption of the foregoing resolution resulted as follows:

AYE: Trustee Ahlfeld, Trustee Deshaies, Trustee LeBire

NAY: None

ABSTAIN: Trustee Carvel

Mayor Carrier declared Resolution #05-2017 duly adopted (3:0).

RESOLUTION #06-2017 **APPROVE AGREEMENT WITH MANAGEMENT PERSONNEL**

A motion was offered by Trustee LeBire, seconded by Trustee Ahlfeld, and carried, to adopt the following resolution to wit:

RESOLUTION #06-2017

***Approve Agreement By and Between the Village of Massena
And Management Personnel
(June 1, 2016 – May 31, 2020)***

WHEREAS, the Village of Massena Contract Committee has negotiated a four-year Agreement (June 1, 2016 through May 31, 2020) with Management Personnel;

NOW, THEREFORE, BE IT RESOLVED, that the Agreement is hereby accepted by the Village of Massena Board of Trustees; and

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

Question of the adoption of the foregoing resolution resulted as follows:

AYE: Trustee Ahlfeld, Trustee Deshaies, Trustee LeBire

NAY: None

ABSTAIN: Trustee Carvel

Mayor Carrier declared Resolution #06-2017 duly adopted (3:0).

RESOLUTION #07-2017: **APPROVE ONE YEAR AGREEMENT FOR CUSTODIAL SERVICES
AT MASSENA COMMUNITY CENTER**

A motion was offered by Trustee Ahlfeld, seconded by Trustee Carvel, and carried, to adopt the following resolution to wit:

RESOLUTION #07-2017

**Approve a One-Year Agreement for Professional Custodial Services at the
Massena Community Center**

BE IT RESOLVED that the Village of Massena Board of Trustees hereby approves a one-year Agreement between the Village of Massena and St. Lawrence NYSARC for Professional Custodial Services at the Massena Community Center for the period February 8, 2017, through February 7, 2018, as detailed in the contract agreement dated February 6, 2017; and

BE IT FURTHER RESOLVED that Timmy J. Carrier, as Mayor of the Village of Massena, is hereby authorized and directed to execute said Agreement.

Question of the adoption of the foregoing resolution resulted as follows:

AYE: Trustee Ahlfeld, Trustee Carvel, Trustee Deshaies, Trustee LeBire

NAY: None

Mayor Carrier declared Resolution #07-2017 duly adopted (4:0).

**RESOLUTION #08-2017: APPOINT FRANCIS CARVEL AS NYS HOMES & COMMUNITY
RENEWAL SECTION 3 COORDINATOR**

A motion was offered by Trustee Ahlfeld, seconded by Trustee Deshaies, and carried, to adopt the following resolution to wit:

RESOLUTION #08-2017

Authorize Trustee Francis Carvel as the Village of Massena Section 3 Coordinator

BE IT RESOLVED that the Village of Massena Board of Trustees hereby authorizes the appointment of Trustee Francis Carvel as the Village of Massena Section 3 Coordinator pursuant to the guidelines set forth by New York State Homes and Community Renewal.

Question of the adoption of the foregoing resolution resulted as follows:

AYE: Trustee Ahlfeld, Trustee Deshaies, Trustee LeBire

NAY: None

ABSTAIN: Trustee Carvel

Mayor Currier declared Resolution #08-2017 duly adopted (3:0).

**RESOLUTION #09-2017: AUTHORIZE PROFESSIONAL SERVICES AGREEMENT WITH ATL
FOR LEAD CONSULTING SERVICES**

A motion was offered by Trustee Ahlfeld, seconded by Trustee Carvel, and carried, to adopt the following resolution to wit:

RESOLUTION #09-2017

Approve Professional Services Agreement with Atlantic Testing Laboratories for Lead Consulting Services Related to the 2016 NYS AHC Homeowner Improvement Program

BE IT RESOLVED that the Village of Massena Board of Trustees hereby approves the Professional Services Agreement dated February 8, 2017 between the Village of Massena and Atlantic Testing Laboratories (ATL) for Lead Consulting Services related to the 2016 New York State Affordable Housing Corporation Program; and

THEREFORE, BE IT RESOLVED, that the Village of Massena will compensate ATL for **Lead Consulting Services** in accordance with the fee schedule as indicated in "Exhibit B" in the proposal dated February 1, 2017; and

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

Question of the adoption of the foregoing resolution resulted as follows:

AYE: Trustee Ahlfeld, Trustee Carvel, Trustee Deshaies, Trustee LeBire

NAY: None

Mayor Currier declared Resolution #09-2017 duly adopted (4:0).

DISCUSSION: AMENDING THE CHAP. 270, "TAXICABS" OF THE CODE

Mayor Currier explained that the Chief of Police has presented the Board with proposed changes to the Taxicab code to resolve several ongoing issues, as well as to deal with problem of outside, unlicensed taxicab companies running Medicaid transports inside the Village. He suggested the Board proceed with setting a public hearing and encouraged them to contact the Chief if they had any questions regarding the proposed changes.

A motion was offered by Trustee LeBire, seconded by Trustee Ahlfeld, to establish the public hearing date of February 21, 2017 at 5:35 p.m. to consider adopting a local law to amend the General Code of the Village of Massena, Chapter 270, "Taxicabs." **Motion Carried 4:0** (AYE= Ahlfeld/Carvel/Deshaies/LeBire).

RESIGNATION: AARON HARDY, ASSISTANT FIRE DEPARTMENT FOREMAN

Mayor Currier explained that since Aaron Hardy has been appointed Interim Fire Foreman, he is requesting to resign his position as the Assistant Foreman in order to appoint another individual to that post. A motion was offered by Trustee Ahlfeld, seconded by Trustee LeBire, to accept the resignation of Aaron Hardy as the Assistant Fire Department Foreman. **Motion Carried 4:0** (AYE= Ahlfeld/Carvel/Deshaies/LeBire).

APPOINTMENT: MIKEL KELSO, ASSISTANT FIRE DEPARTMENT FOREMAN

A motion was offered by Trustee Ahlfeld, seconded by Trustee Carvel, to appoint Mikel Kelso as Assistant Fire Department Foreman as recommended by Interim Fire Department Foreman, Aaron Hardy. **Motion Carried 4:0** (AYE= Ahlfeld/Carvel/Deshaies/LeBire).

APPOINTMENT OF FIRE CHIEFS NOMINATED BY MASSENA VOLUNTEER FIRE DEPARTMENT, INC.

A motion was made by Trustee LeBire and seconded by Trustee Ahlfeld to approve the appointment of the following Fire Chiefs to serve during 2017 as nominated by the Massena Volunteer Fire Department. **Motion Carried 4:0** (AYE= Ahlfeld/Carvel/Deshaies/LeBire)

Chief -- William Kearns
1st Assistant Chief -- Timothy Quenneville
2nd Assistant Chief -- Paul Brownell

APPOINTMENT: ANTHONY VISKOVICH, BDC BOARD OF DIRECTORS

A motion was offered by Trustee Ahlfeld, seconded by Trustee Deshaies, to appoint Anthony Viskovich to the Business Development Corporation's Board of Directors for a three-year term, expiring December 31, 2019. **Motion Carried 4:0** (AYE= Ahlfeld/Carvel/Deshaies/LeBire).

REAPPOINTMENT: KEVIN KERR, ZONING BOARD OF APPEALS

Mayor Currier explained that Mr. Kerr was appointed at the annual meeting, but was unable to sign in Oath of Office within the allowable time frame pursuant to NYS Public Officers Law and therefore needed to be reappointed. A motion was offered by Trustee Ahlfeld, seconded by Trustee Deshaies, to reappoint Kevin Kerr to the Zoning Board of Appeals for an additional three-year term, expiring December 31, 2019. **Motion Carried 4:0** (AYE= Ahlfeld/Carvel/Deshaies/LeBire).

RETIREMENT: KIM MOSSOW, MOTOR EQUIPMENT OPERATOR

A motion was offered by Trustee Ahlfeld, seconded by Trustee Carvel, to accept notice of retirement for Kim Mossow, Department of Public Works Motor Equipment Operator, effective January 27, 2017. **Motion Carried 4:0** (AYE= Ahlfeld/Carvel/Deshaies/LeBire).

VOUCHER WARRANT:

A motion was made by Trustee Deshaies and seconded by Trustee Carvel to approve Voucher Warrant #373. **Motion Carried 4:0** (AYE= Ahlfeld/Carvel/Deshaies/LeBire)

WARRANT#373 Board Meeting (02/07/17)

217248-217257	01/18/17	6,117.87	Prepaid Payroll
217258	01/18/17	4,485.78	Massena Volunteer Fire Dept.
217259	01/20/17	230.00	NYCOM
217260	01/20/17	10,034.34	St. Lawrence Gas
217261	01/20/17	178.94	The Home Depot Credit Svcs
217262	01/20/17	194.73	Verizon
217263-217272	01/25/17	6,117.85	Prepaid Payroll
217273	01/27/17	195.00	Cardmember Service
217274	01/27/17	183.54	Cardmember Service
217275	01/27/17	300.00	Cardmember Service
217276	01/27/17	32.41	Verizon Wireless
217277	01/27/17	211.70	Verizon Wireless
217278	01/27/17	299.29	Verizon Wireless
217279	01/31/17	70.69	Keybank
217280	01/31/17	785.00	Keybank
217281	01/31/17	704.65	Massena Electric Dept.
217282	01/31/17	576.80	Receiver of Taxes (Town & County)
217283-217292	02/01/17	6,161.64	Prepaid Payroll
		36,880.23	Total Prepaid
217293-217384	02/07/17	224,182.07	Total Unpaid
	261,062.30		Total Warrant # 373 Including Prepaid Payroll

MONTHLY REPORTS:

The following monthly reports were presented and reviewed:

- Massena Volunteer Fire Department, Inc. (Jan. 2017)

COMMUNICATIONS/CORRESPONDENCE:

None

CLOSING PUBLIC COMMENT PERIOD:

During the closing public comment period the Board fielded various questions from the audience and media relevant to the topic(s) above.

ADJOURNMENT:

With no further business, a motion to adjourn the Village Board meeting was made by Trustee Ahlfeld at 6:43 p.m. and seconded by Trustee Carvel. **Motion Carried 4:0** (AYE= Ahlfeld/Carvel/Deshaies/LeBire).

MINUTES PREPARED BY:


Monique N. Chatland, Village Clerk