

Village of Massena  
**BOARD OF TRUSTEES**  
Meeting Minutes

**DATE/TIME:** February 20, 2018 (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)  
Adam J. Love (Chief of Police)  
Aaron Hardy (Interim Fire Foreman/Code Enforcement Officer)  
Kevin Felt (Deputy Village Treasurer)  
Lisa Tyo (Water Dept.)

**Guests:** Carl Seyfarth (Seyfarth & Seyfarth CPA's)

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

**Residents/Other:** Tom Seguin, Leonard Laneuville, Connie Coto, Joyce Coto, Kristine Layo, Barb Mossow, Pam & Stephen Barclay, Dianne Meyer, Pam Ryan, Michael & Gina Snyder, Valerie Harrington, Roger Beauchamp, Mark & Cindy Meldrum, Rita Eggleston, Roland Pelletier, David Goolden, G. LaBarge, S. Shutts, Raoul & Diane Moquin, R. Shawn Gray, Kenneth Ghostlaw

Following the Pledge of Allegiance, Mayor Currier asked for a moment of silence for the recent unexpected passing of DPW employee Terry Favreau. He then 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.

**PUBLIC HEARING:** **TO CONSIDER AMENDING THE GENERAL CODE CHAP. 300**  
**(ZONING) ARTICLE V, SECTION 21 (SIGNS)**

Trustee LeBire offered a motion, seconded by Trustee Carvel to open the meeting up to a public hearing to consider amending Chapter 300 (Signs) of the General Code of the Village of Massena to add a new article (Article V: Zoning) at 5:33 p.m. **Motion Carried 4:0** (AYE= Ahlfeld/Carvel/ Deshaies/LeBire). (***Clerks Note: See page 1581 for Notice of Public Hearing.***)

Mayor Currier summarized that small temporary signs will no longer be allowed in the Village Right of Way on streets. The only exception to this, Mayor Currier explained, are temporary signs for not-for-profit groups, however those will require approval from the Code Enforcement office.

Gina Snyder, owner of Blue Spruce Motel on East Orvis Street, questioned if the change to the code will prevent her from putting out her "doughnuts available for sale" in front of her mailbox out front. Fire Foreman/Code Enforcement Officer Hardy explained that as long as the sign is not in the Village Right of Way than it will be allowed.

Hearing no further public comment, Trustee Carvel made a motion, seconded by Trustee LeBire to close the public hearing at 5:34 p.m. **Motion Carried 4:0** (AYE=Ahlfeld/Carvel/Deshaies/LeBire)

**RESOLUTION #04-2018:** **ADOPT LOCAL LAW TO AMEND CHAP. 300 (ZONING) ARTICLE V,**  
**SECTION 21 (SIGNS)**

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

**RESOLUTION #04-2018**  
**Adopt Local Law #01-2018**

*A local Law AMENDING the Code of the Village of Massena, Chapter 300 titled "ZONING" to revise Article V (Bulk & design Standards) Section 21 (Signs)*

*Be it enacted by the BOARD OF TRUSTEES of the Village of Massena as follows:*

*Continued on Next Page*

**CHAPTER 300 – ZONING**  
**ARTICLE V – Bulk and Design Standards**

**Section 21: Signs**

**(REMOVE):** **C. (3):** *Permits. All signs, except those specifically exempted by Subsections C(1)(a), E, F and G, shall require a sign permit and shall be subject to review and approval by the Planning Commission according to the process of site plan review set forth under § 300-31 prior to their erection or alteration*

**(ADD):** **H.** *No temporary signs of any design shall be allowed on Village property or in the Village Right-of-Way in any zone within the Village of Massena. Any temporary signs found to be on Village property or in the Village Right-of-Way will be removed by the Village or its designee.*  
**1.** *Exception- A Not for profit organization may place Temporary Signage on Village property and/or within the Village right of way not exceeding 3 days and must be approved by the Code Official.*

**Section 21: Effective Date**

*This local law shall take effect immediately upon filing with the Secretary of State.*

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 #04-2018 duly adopted (4:0).

**PUBLIC HEARING:** **TO CONSIDER AMENDING THE GENERAL CODE CHAP. 300**  
**(ZONING) ARTICLE V, SECTION 22 (PARKING & LOADING)**

Trustee Carvel offered a motion, seconded by Trustee Deshaies to open the meeting up to a public hearing to consider amending Chapter 300 (Parking & Loading) of the General Code of the Village of Massena at 5:37 p.m. **Motion Carried 4:0** (AYE= Ahlfeld/Carvel/ Deshaies/LeBire). **(Clerks Note: See page 1582 for Notice of Public Hearing)**.

Mayor Currier conveyed that this is being revised to align the Village Code with the Town of Massena's Code.

Hearing no public comment, Trustee Carvel made a motion, seconded by Trustee LeBire to close the public hearing at 5:37 p.m. **Motion Carried 4:0** (AYE=Ahlfeld/Carvel/Deshaies/LeBire)

**RESOLUTION #05-2018:** **ADOPT LOCAL LAW TO AMEND CHAPTER 300 (ZONING) ARTICLE**  
**V, SECTION 22 (PARKING & UNLOADING)**

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

**RESOLUTION #05-2018**  
**Adopt Local Law #02-2018**

*A local Law AMENDING the Code of the Village of Massena, Chapter 300 titled "ZONING" to revise Article V (Bulk & design Standards) Section 22 (Parking & Unloading)*

*Be it enacted by the BOARD OF TRUSTEES of the Village of Massena as follows:*

**CHAPTER 300 – ZONING**  
**ARTICLE V – Bulk & Design Standards**

**Section 200: Parking & Loading**

**A. Off-street parking.** *Off-street parking spaces, open or enclosed, are permitted accessory to any use, subject to the following provisions:*

**(1) Parking requirements.** *Accessory off-street parking spaces, open or enclosed, shall be provided at the rate of one space for each employee for any use as specified herein. Any land which is developed as a unit under single ownership and control shall be considered a single lot for the purpose of these parking regulations. Reasonable and appropriate off-street parking requirements for structures and uses which do not fall within the categories listed herein shall be determined by the Planning Commission during site plan review and upon consideration of all factors entering into the parking needs of each such use.*

*Continued on Next Page*

*(2) Areas computed as parking spaces. Areas which may be computed as open or enclosed off-street parking spaces include any private garage, carport or other area available for parking, other than a street or a driveway, excepting those driveways associated with one- and two-family dwellings.*

**(3) Parking Standards**

<b>Parking Schedule</b>	<b>Use</b>	<b>Recommended Guidelines</b>
Dwelling Unit		2 per unit, not to be located in any required front, side or rear yard
Office/dwelling used as doctor's or dentist's office		4 for each doctor or dentist, plus 1 for each 2 employees, plus one for the dwelling unit
Dwelling used as a professional office other than by a doctor or dentist or in which there is conducted a home occupation		3 or as determined by the Planning Board based on the activity involved
Sanatoriums, nursing homes, philanthropic or eleemosynary institutions		1 for every 3 beds, plus 1 per employee on the largest shift
Membership clubs and fraternal lodges		1 for each 2 employees, plus 1 for each 300 square feet of floor area
Theater		1 for every 10 seats or as determined by the Planning Board based on the activity involved.
Bowling alley		2 per alley or as determined by the Planning Board based on the activity involved.
Retail business		1 for each 300 square feet of sales area
Service business		1 for each 300 square feet of floor area
Restaurant		1 for each 4 seats, plus 1 for each 2 employees on the largest shift
Manufacturing, wholesaling and warehousing		1 for each 600 square feet of floor area or one per employee, whichever is greater
Hotels, motels, boardinghouses, and rooming houses		1 for each guest room and 1 for each employee during the largest shift
Uses not listed		As determined by the Planning Board to be needed to prevent frequent parking on the streets by persons visiting or connected with such use

**Section 22: Effective Date**

*This local law shall take effect immediately upon filing with the Secretary of State.*

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 #05-2018 duly adopted (4:0).

**APPROVE MINUTES:**

A motion was made by Trustee LeBire, seconded by Trustee Ahlfeld, to approve the minutes of the July 18, 24 & 31, 2017 Village Board Meetings. **Motion Carried 4:0** (AYE=Ahlfeld/Carvel/Deshaies/LeBire)

**PUBLIC HEARING: TO CONSIDER AMENDING THE GENERAL CODE CHAP. 300 (ZONING) ARTICLE V, SECTION 23 (PROHIBITED USES)**

Trustee Carvel offered a motion, seconded by Trustee LeBire to open the meeting up to a public hearing to consider amending Chapter 300 (Prohibited Uses) of the General Code of the Village of Massena at 5:40 p.m. **Motion Carried 4:0** (AYE= Ahlfeld/Carvel/ Deshaies/LeBire). (Clerks Note: See page 1583 for Notice of Public Hearing).

Mayor Currier read the following, "to revise legislation to further limit locations abandoned and/or unused vehicles/recreational vehicles may be stored or parked." Trustee Ahlfeld questioned how you determine something if

was "unused" to which Code Enforcement Officer Aaron Hardy replied that currently there is no time frame but they normally start with the registration.

Hearing no public comment, Trustee LeBire made a motion, seconded by Trustee Carvel to close the public hearing at 5:41 p.m. **Motion Carried 4:0** (AYE=Ahlfeld/Carvel/Deshaies/LeBire)

**RESOLUTION #06-2018: ADOPT LOCAL LAW TO AMEND CHAPTER 300 (ZONING) ARTICLE V, SECTION 23 (PROHIBITED USES)**

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

**RESOLUTION #06-2018**  
**Adopt Local Law #03-2018**

*A local Law AMENDING the Code of the Village of Massena, Chapter 300 titled "ZONING" to revise Article V (Bulk & design Standards) Section 23 (Prohibited Uses)*

*Be it enacted by the BOARD OF TRUSTEES of the Village of Massena as follows:*

**CHAPTER 300 – ZONING**

**ARTICLE V – Bulk and Design Standards**

**Section 23: Prohibited Uses**  
*Q. Abandoned and/or unused vehicles/recreational vehicles (including but not limited to snowmobiles, watercrafts, trailers and campers, etc.) in residential yards and parking spaces are prohibited.*

**Section 23: Effective Date**  
*This local law shall take effect immediately upon filing with the Secretary of State.*

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 #06-2018 duly adopted (4:0).

**PRESENTATION BY CARL SEYFARTH (SEYFARTH & SEYFARTH CPA'S) VILLAGE'S FINANCIAL STATEMENT AUDIT REPORT (FYE 05/31/17)**

Carl Seyfarth reviewed the Village's Financial Statement/ Audit Report for Fiscal Year End May 31, 2017. He stated Village Treasurer Julie Sharlow did a wonderful job, her best yet since taking her position. The financial statements are good, Mr. Seyfarth explained, presenting net position of \$1.4 million in another year but that figure will become negative Fiscal Year 2018/2019 due to the changing of rules on reporting.

Trustee Ahlfeld asked how much credibility is put on being designated as a "stressed municipality"? Deputy Treasurer Felt stated he felt that at this point, he feels the Village is not stressed enough to be designated.

Mr. Seyfarth explained that they only had one finding and it is the same one every year; segregation of duties, with a small office staff he told the Board to be sure to ask questions.

**TREASURERS REPORT:**

Deputy Village Treasurer Felt presented the following:

*Village of Massena  
Treasurer's Report  
February 20, 2018*

**INFORMATION**

1. You have been provided with the Balance Sheet and Revenue/Expense Actual to Budget comparison reports for January and the January summary follows:

	Revenue		Expense	
<b>General Fund</b>	7,147,461	80%	6,078,843	63%
<b>Refuse Fund</b>	702,292	56%	719,716	59%
<b>Water fund</b>	1,276,413	59%	948,303	42%
<b>Sewer Fund</b>	993,254	54%	826,454	49%
<b>Joint Rec</b>	648,985	70%	621,155	65%

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2. Year-end projections for the above funds have been updated through January 31, 2018. Projection spreadsheets have been distributed to the Mayor and Board as well as Department Managers.
3. Departmental and Agency budget requests have been turned in to the Mayor (board members have each received copies of the requests in their budget binders). I have entered the submitted data into various budget spreadsheets and have been working on revenue estimates as well as various employee benefit estimates (health insurance, retirement, workers' comp, life insurance, unemployment insurance).
4. Quarterly sales tax payment received from the County was \$449,913 (up \$34,901 from the same period last year). This brings our total for the year to \$912,052, or 56% of our budgeted amount of \$1,619,450. Projecting this over the final two quarters would have us receiving approximately \$1,826,910 for the year, around a 4.39% increase from last year's actual total, and approximately 12.8% over our 2017-18 budgeted total.
5. On January 26<sup>th</sup>, we received payment from the Town of Norfolk in the amount of \$298,363 for the Cook Street Water Main Project.
6. On February 1<sup>st</sup>, we received draw #7 on the Note with the NYS Environmental Facilities Corporation for the CWSRF Wastewater Plant Improvement and Sewer Line Replacement Project. This draw was in the amount of \$170,887.
7. On February 9<sup>th</sup>, we received draw #4 in the amount of \$83,305 from the Housing of Urban Development for the 2016 CDBG grant.

**ACTION**

1. **Bankruptcy - Discharge of Debt:** Pursuant to a Discharge of Debtor Notice received from US Bankruptcy Court for the Northern District of New York, it has been determined that a total debt of \$19.81 for water/sewer/refuse account #xxx6000 be discharged. Motion by the Board is required. LeBire/Ahlfeld/Carried
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/Ahlfeld/Carried

**COMMITTEE REPORTS:**

Committee reports were presented for informational purposes, the following was notable:

- FIRE:** Trustee LeBire reported that they had met and discussed the grant that was received for the pick-up truck and intend to present a memo to the Board soon.
- RECREATION:** Trustee Deshaies explained that they will need to hire a Therapeutic Recreation Director for the summer recreation program.

**INITIAL PUBLIC COMMENT PERIOD:**

Urban Drive resident Tom Seguin and several residents from Urban Dr., East Hatfield expressed their resistance with the Village going forward with the plans to develop the land bordering their property to better centrally locate DPW facilities due to the possible sale of the South Main Street location.

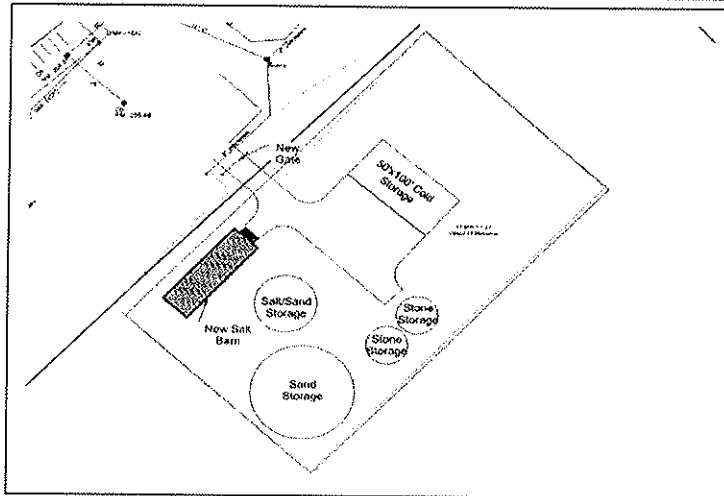
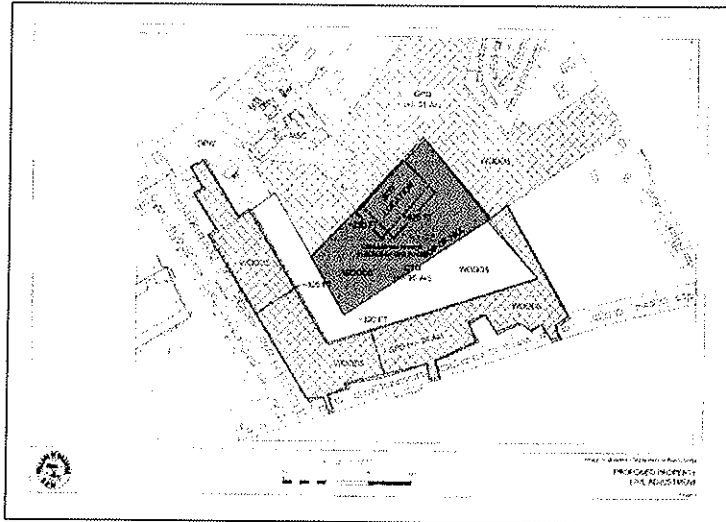
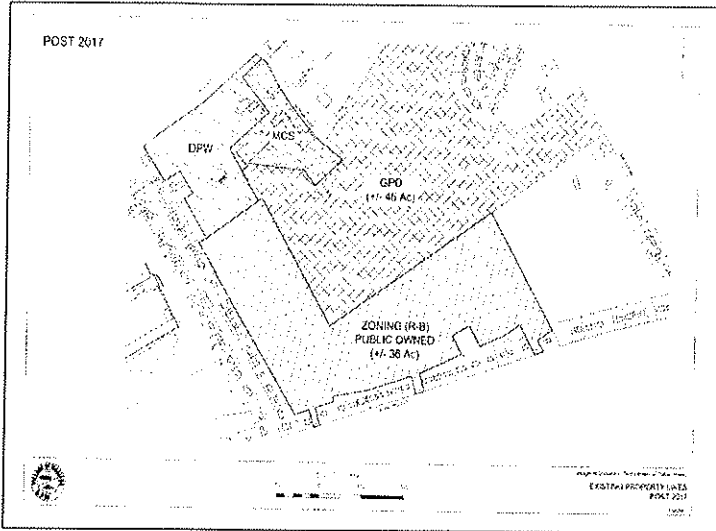
**DISCUSSION:**

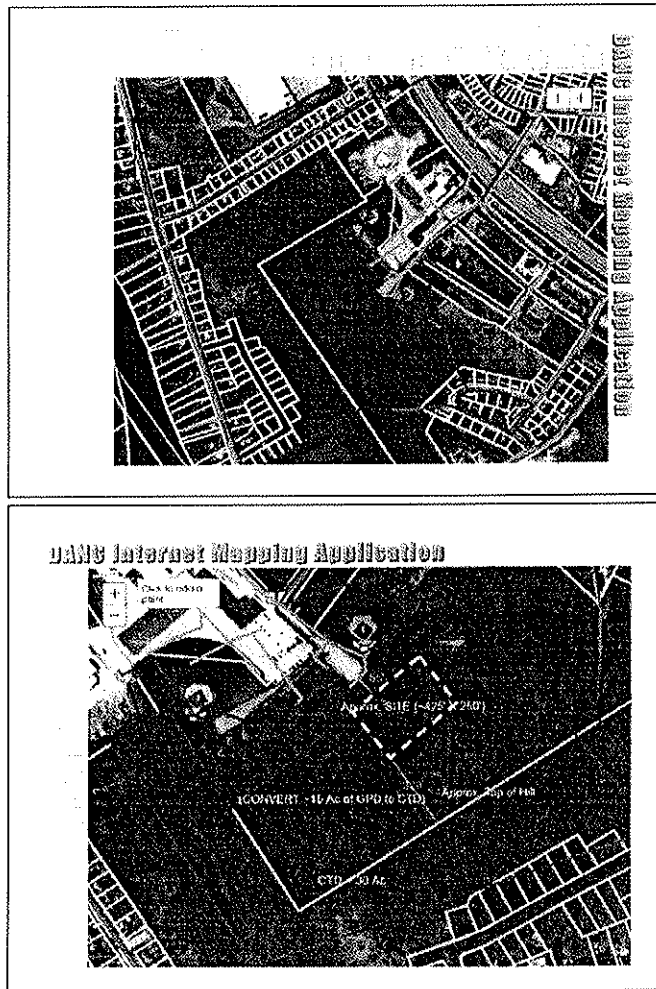
**LOCATION OF SALT STORAGE FACILITY/RELOCATION OF MATERIALS FROM 536 S. MAIN ST.**

DPW Supt. Fayad presented the following:

**PROPOSED  
DPW Salt Storage Site**

85 Robinson Road  
Massena, NY 13662





DPW Supt. Fayad explained the history and fielded numerous inquiries regarding the proposed expansion of the Public Works facility at the current location near Robinson Road. Several residents that live in the Urban Drive/E. Hatfield/Bayley Road area were very vocal, questioning the Board and DPW Supt. Fayad as to their plans to deal with issues that may affect them such as traffic, noise, lights, etc. The residents proposed other locations, such as Water Street ("the old snow dump") and asked about locations in the Town that had previously been a possibility.

The Board reiterated that while there is no good solution that will make everyone happy, this solution was the most efficient of all the options. They further explained that at this time the Town Board is not willing to join with the Village on this venture. The Board explained they are trying their best to accommodate all parties involved by providing a large buffer zone. The current design will convert 15 acres of Greenbelt Preservation District (GPD) to Commercial Transitional District (CTD) and in return, will convert an additional 24 acres from Residential B to GPD.

A motion was then offered by Trustee LeBire, and seconded by Trustee Deshaies to authorize Mayor Currier to make an application to the New York Assembly and Senate to re-designate 15.4 acres of land to Commercial Transitional District (CTD) from Greenbelt Preservation District (GPD) and convert 23.8 acres of land currently zoned as Residential B to Greenbelt Preservation District. **Motion Carried 4:0.** (AYE=Ahlfeld/Carvel/Deshaies/LeBire)

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**ESTABLISH BUDGET HEARING DATE/TIME:**

A motion was made by Trustee Ahlfeld and seconded by Trustee LeBire to hold the Budget Hearing on the Mayor's Tentative Budget on March 20, 2018 at 5:30 p.m. **Motion Carried 4:0** (AYE= Ahlfeld/Carvel/Deshaies/LeBire)

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**ESTABLISH BUDGET WORK SESSION DATES/TIMES:**

A motion was made by Trustee LeBire and seconded by Trustee Deshaies to establish the following budget work session dates/times: 5:30 p.m. on April 4,10,16,18, and 19, (if necessary), 2018. **Motion Carried 4:0** (AYE= Ahlfeld/Carvel/Deshaies/LeBire)

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**ESTABLISH PUBLIC HEARING DATE/TIME TO CONSIDER AUTHORIZING A PROPERTY TAX LEVY IN EXCESS OF THE 2% LIMIT**

A motion was offered by Trustee Ahlfeld, seconded by Trustee LeBire, to establish the public hearing date of March 20, 2018 at 5:35 p.m. to consider authorizing a property tax levy in excess of the 2% limit. **Motion Carried 4:0** (AYE= Ahlfeld/ Carvel/Deshaies/LeBire).

**DISCUSSION/ESTABLISH PUBLIC HEARING DATE/TIME: TIME WARNER CABLE FRANCHISE AGREEMENT**

Mayor Currier explained he has had discussions with Attorney McArdle regarding the franchise agreement with Time Warner Cable and he feels that at this time they are too many questions that the Board needs answered before committing to the agreement. **No motion offered.**

**DISCUSSION/ESTABLISH A PUBLIC HEARING: CONSIDER WATER RATE INCREASE FOR USERS OUTSIDE VILLAGE NOT IN A DISTRICT**

Trustee LeBire explained that members of the Village and the Town Boards have met several times to try to come to an agreement in order to put a small percentage of water users that are in the Town, but not currently in a district, into a district. Previous Boards, for years, have had discussions regarding the same matter and federal agencies have been blunt in their concerns, LeBire stated. He further explained that by not being in a district there are significant concerns and risk to the water system, it also limits the repercussions of unpaid bills and exposes the rate payers in the system to higher risk. While the Boards have come close to an agreement, the Town had some additional concerns and had asked for some items from the Village that were not obtainable, he reported. Therefore, LeBire explained, the Village is interested in changing the rate structure for those residents in the Town, not in a district, to offset the increased risk to the water system and to also incentivize them to be in a district. Once they are in a district, those fees would go back down.

Upon questioning from Trustee Ahlfeld, Trustee LeBire explained how the rate change was figured. LeBire stated DPW Supt. Fayad looked at the minimum usage fee for users outside of the Village not in a district and what users outside the Village in a district paid for a maintenance fee. Upon completing the math, a 2.16% increase would be equivalent to what the users in the Village, as well as a user in the Town in a district, pay. In order to offer a financial incentive to be in a district, he explained, a 2.5% increase was a number that seemed fair and adequate.

DPW Supt. Fayad also explained that the other component to the increase is that there are some problem areas on Highland Road, near Leslie Road, which the Village replaced at a cost of \$69,000. That, he said, comes out of the Village. In addition to that, Fayad stated, when the Village had an upgrade on East Orvis Street, with a directional drill, that cost the Village water users an additional \$27,000, typically it would have been those people in that water district. A few years ago, Fayad recalled, the Town had approximately 10 independent districts in East Massena and went through the process of combining them all into 1 continuous East Massena district, reiterating that all the Village is requesting is those users be put in a district.

LeBire explained he is still optimistic that a deal can be reached with the Town of Massena but would like to request scheduling a public hearing to consider a water rate increase for users outside the Village not in a district, just in case.

A motion was offered by Trustee Ahlfeld, seconded by Trustee LeBire, to establish a public hearing date of March 20, 2018 at 5:40 p.m. to consider adopting a local law increasing the water rate for users outside the Village not in a district. **Motion Carried 4:0** (AYE= Ahlfeld/Carvel/Deshaies/LeBire).

**DISCUSSION/ESTABLISH A PUBLIC HEARING DATE: CONSIDER ADOPTING A LOCAL LAW TO APPLY A COLD WAR VETERANS EXEMPTION WITHOUT THE TEN -YEAR LIMITATION PURSUANT TO RPTL 458-B**

A motion was offered by Trustee Ahlfeld, seconded by Trustee LeBire, to establish a public hearing date of March 20, 2018 at 5:45 p.m. to consider adopting a Local Law to apply a Cold War Veterans exemption without the Ten-Year limitation pursuant to RPTL 458-b. **Motion Carried 4:0** (AYE= Ahlfeld/Carvel/Deshaies/LeBire).

**APPOINTMENT: ROSEMARY BRONCHETTI, MASSENA HOUSING AUTHORITY BOARD OF COMMISSIONERS**

A motion was offered by Trustee Ahlfeld, seconded by Trustee Deshaies, to appoint Rosemary Bronchetti as a member of the Massena Housing Authority Board of Commissioners (5-year term). **Motion Carried 4:0** (AYE= Ahlfeld/Carvel/ Deshaies/LeBire). She will fill the vacancy created by Robert Morgan.

**APPOINTMENT: MARTHA GRANGER, PT DEPUTY COURT CLERK (ANN. APPT.)**

A motion was offered by Trustee LeBire, seconded by Trustee Ahlfeld, to appoint Martha Granger as a Part Time Deputy Court Clerk (annual appointment) **Motion Carried 4:0** (AYE= Ahlfeld/Carvel/Deshaies/LeBire). Mayor Currier explained that Ms. Granger was out of town when she was appointed in December.

**APPOINTMENT: CHRIS HERRICK, BDC BOARD OF DIRECTORS (ANN. APPT.)**

A motion was offered by Trustee Ahlfeld, seconded by Trustee LeBire, to appoint Chris Herrick as a member of the Business Development Corporation Board of Directors for a 3-year appointment. **Motion Carried 4:0** (AYE= Ahlfeld/ Carvel/Deshaies/LeBire).



**APPOINTMENT: REBECCA VIOLI, ARBOR COMMITTEE**

A motion was offered by Trustee Ahlfeld, seconded by Trustee Deshaies, to appoint Rebecca Violi to the Arbor Committee for a 3-year term. **Motion Carried 4:0** (AYE= Ahlfeld/Carvel/Deshaies/LeBire).

**APPOINTMENT: AARON HARDY, FIRE DRIVER FOREMAN (PERMANENT)**

A motion was offered by Trustee LeBire, seconded by Trustee Ahlfeld, to appoint Aaron Hardy permanently to Fire Driver Foreman (Civil Service Title: Fire Driver Crew-leader effective February 21, 2018. Aaron has been serving in the role on an interim basis since January 3, 2017. **Motion Carried 4:0** (AYE= Ahlfeld/Carvel/Deshaies/LeBire).

**APPOINTMENT: JUSTIN NILES, MUNICIPAL TRAINING OFFICER**

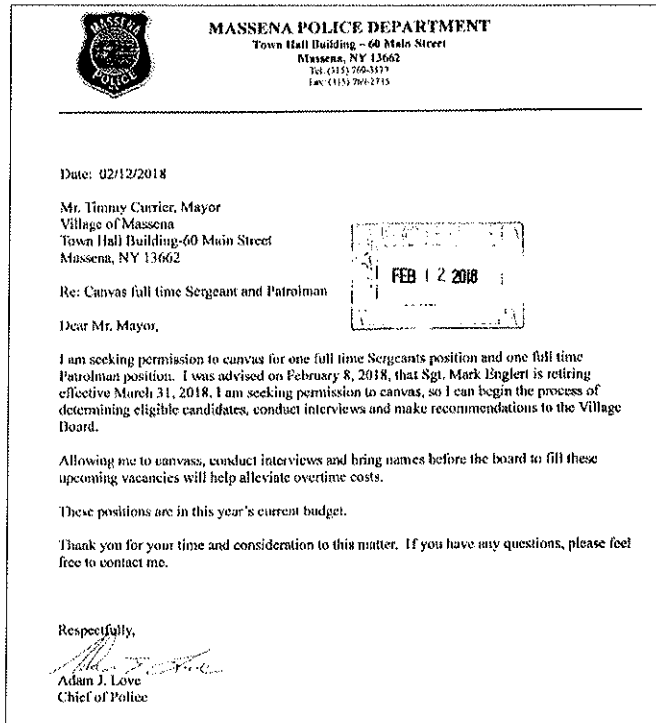
A motion was offered by Trustee Ahlfeld, seconded by Trustee LeBire, to appoint Justin Niles as Municipal Training Officer effective February 21, 2018, as requested by Fire Foreman Hardy. **Motion Carried 4:0** (AYE= Ahlfeld/Carvel/Deshaies/LeBire). Hardy explained that Niles has completed the required training and been approved by the NYS Office of Fire Prevention and Control.

**RETIREMENT: MARK ENGLERT, MASSENA POLICE DEPARTMENT SERGEANT**

A motion was offered by Trustee LeBire, seconded by Trustee Deshaies, to accept the notice of retirement of Sergeant Mark Englert of the Massena Police Department effective March 31, 2018. **Motion Carried 4:0** (AYE= Ahlfeld/Carvel/Deshaies/LeBire). Chief Adam Love thanked him for his 20 years of dedication and service.

**AUTHORIZATION TO CANVASS: FULL-TIME SERGEANT & PATROLMAN MASSENA POLICE DEPT.**

Chief of Police Adam Love presented the board with the following:



A motion was offered by Trustee LeBire, seconded by Trustee Ahlfeld, to allow Chief Love to canvass for a Full-Time Sergeant and Patrolman. **Motion Carried 4:0** (AYE= Ahlfeld/Carvel/Deshaies/LeBire).

**AUTHORIZE CWSRF CAPITAL PROJECT CHANGE ORDER #1-5 (SANITARY SEWER SYSTEM IMPROVEMENTS-CONTRACT#1, NORTH COUNTRY CONTRACTORS**

DPW Supt. Fayad explained the change order is for an increase to the original contract price due to the change of the scope of the project but that they are still well within budget.

SECTION 00630 - CONTRACT CHANGE ORDER

Order No.	1-5	
Date:	12/1/2017	
State:	New York	
County:	St. Lawrence	

CONTRACT FOR: Sanitary Sewer System Improvements-Contract 1-Collection System Improvements  
OWNER: Village of Massena

TO: North Country Contractors, LLC  
1616 Ollaco Valley Road  
Marlette NY 13110

You are hereby requested to comply with the following changes from the contract plans and specifications:

Description of Changes (Supplemental Plans & Specs Attached)	Decrease In Contr. Price	Increase In Contr. Price
Over/Under		\$2,484.00
TOTALS	\$0.00	\$2,484.00
NET CHANGE IN CONTRACT PRICE		\$2,484.00

JUSTIFICATION: Actual quantities installed.

The amount of the Contract will be (increased)(Decreased) by the Sum of: Two Thousand, Four Hundred Ninety-four and 00/100 Dollars \$2,484.00

The Contract Total including this and previous Change Orders will be Eight Hundred Seventy-eight Thousand, Two Hundred Sixty-five and 67/100 Dollars \$878,265.67

The Contract Period Provided for Completion will be (In)(De)(Unc): Days (9/29/17)

This document will become a supplement to the contract and all provisions will apply hereto.

Requested: *[Signature]* (Owner) 02-20-18 (Date)  
Village of Massena (Owner)

Recommended: *[Signature]* (Date)  
GZAE (Owner's Engineer) 12/1/17 (Date)

Accepted: *[Signature]* (Contractor) 1/26/18 (Date)  
North Country Contractors, LLC (Contractor)

A motion was offered by Trustee Ahlfeld, seconded by Trustee Deshaies, to authorize CWSRF Capital Project Change Order #1-5 (Sanitary Sewer System Improvements-Contract #1, North Country Contractors. Motion Carried 4:0 (AYE= Ahlfeld/Carvel/Deshaies/LeBire).

**RESOLUTION #07-2018: ENCOURAGING RESIDENTS & BUSINESS OWNERS TO ADOPT THE "THINK DIFFERENTLY" INITIATIVE**

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

**RESOLUTION #07-2018**

**Encouraging Village of Massena Residents and Business Owners to Adopt the "Think Differently" Initiative to Assist Individuals with Special Needs and their Families**

*WHEREAS, the "Think Differently" initiative is about promoting awareness and acceptance of all people, and advocating for the inclusion of all individuals living on the Autism Spectrum and with special needs; and*

*WHEREAS, our state and communities are stronger because of our diversity and differences; and*

*WHEREAS, according to the Center for Disease Control (CDC) over 55 million people, or approximately 19% of Americans, have a type of disability or special need; and*

*WHEREAS, for some people with special needs, the very things that make them unique can also keep them on the sidelines, separate from those who might not understand their differences or uniqueness; and*

*WHEREAS, it is important to promote and provide guidance to those with special needs on how to access publicly supported services available to them in the community; and*

*WHEREAS, it is important to encourage and educate the community and businesses on ways they can make facilities and services more accessible and on how to train staff to welcome and support special needs customers and co-workers; and*

*WHEREAS, the goal of this initiative is to provide a supportive and inclusive environment for individuals of all abilities by supporting community events that expand family friendly opportunities for people with special needs and their families; and*

*WHEREAS, adopting the "Think Differently" initiative is an important statement that our Village officials, business owners and residents can make to show their support for the differently-abled children and adults with special needs, and their families.*

**NOW THEREFORE, BE IT RESOLVED,** that the Village of Massena Board of Trustees encourages Village residents and business owners to adopt the "Think Differently" initiative so that all are better prepared to communicate with, provide for, and support those living on the Autism Spectrum and with special needs

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 #07-2018 duly adopted (4:0).

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**AUTHORIZATION TO PURCHASE HDPE PIPE**

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DPW Supt. Fayad presented the board with the following:

***Memo***

**To:** Timmy J. Currier, Mayor

Board of Trustees

**From:** Hassan A. Fayad, P.E.

**Date:** February 1, 2018

**Re:** HDPE Pipe Purchase

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Mayor and Trustees ...

*This memo is drafted to request to purchase 300 feet of 6" HDPE waterline which is not in this budget. The estimated cost of the HDPE pipe alone is \$5,000.*

*Once again, the DPW is taking a proactive approach in the upgrade of our infrastructure, which has been the norm for my 26 years as department head. Over the recent past, we have been replacing/upgrading waterlines that cross river (Racquette) and the NY State Highway with HDPE pipe via directional drilling or pipe bursting. After submitting the DPW 2018-19 budget which indicates a pipe bursting capital project across the NYS Highway at Prospect Ave, St. Lawrence Gas Company informed us they have extra HDPE pipe they wish to donate to the Village. The amount and size (12") of pipe is enough to accomplish one of three remaining highway crossing projects. The other projects are across NYS highway at Nightengale or Amherst which is 300 ft. of 6" line and the last is the crossing at Malby Ave.*

*Recently, we were informed the cost of resin, which is one of the main components in making HDPE pipe, is earmarked to increase a substantial amount, soon. Resin is manufactured in Houston, Texas and the unfortunate flooding in that area last year has affected the market. Not only will it affect the price of HDPE pipe but also the "lead time" to obtain the product after order. Currently, the lead time for items in-stock is 4-months. If we order items which needs to be manufactured, then the lead time is approx. 11-months. This time delay will undoubtedly wreak havoc with our limited construction season in northern New York.*

*My objective is to place an order for the HDPE pipe prior to the increase in material cost. Your review and approval is needed before this purchase can be made. If you approve this transaction, the contingency account in the water fund is able to absorb this expense.*

*I patiently wait your response.*

A motion was offered by Trustee Ahlfeld, seconded by Trustee Carvel, to authorize DPW Supt. Fayad to purchase HDPE waterline. **Motion Carried 4:0** (AYE= Ahlfeld/Carvel/Deshaies/LeBire).

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**VOUCHER WARRANT:**

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A motion was made by Trustee Deshaies and seconded by Trustee Carvel to approve Voucher Warrant #399.

**Motion Carried 4:0** (AYE= Ahlfeld/Carvel/Deshaies/LeBire)

WARRANT#399 (Board Meeting 02/20/18)

220079-220087	02/07/18	43,792.82	Prepaid Payroll
220088	02/12/18	1,783.06	SLIC Network Solutions
220089-220098	02/14/18	46,879.82	Prepaid Payroll
220099	02/14/18	89.66	The Home Depot Credit Svcs
220100	02/14/18	1,238.50	Tractor Supply Credit Plan
220101	02/15/18	1,106.56	United States Postal Service
		94,890.42	Total Prepaid
220102-220155	02/20/18	<u>407,227.25</u>	Total Unpaid
		502,117.67	Total Warrant #399 Including Prepaid Payroll

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**MONTHLY REPORTS:**

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The following monthly reports were presented and reviewed:

- Massena Volunteer Fire Department, Inc. (Jan. 2018)
- Massena Permanent Firefighters/ Village of Massena Code Enforcement Office (Jan 2018)

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**COMMUNICATIONS/CORRESPONDENCE:**

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No communications or correspondence was heard at this time.

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**CLOSING PUBLIC COMMENT PERIOD:**

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Resident R. Shawn Gray asked the Board if they can communicate with Time Warner to Cable to try to put some prospective on the rising costs of the cable bills.

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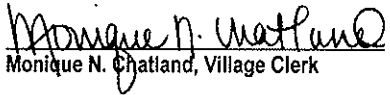
**ADJOURNMENT:**

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With no further business, a motion to adjourn the Village Board meeting was made by Trustee Ahlfeld at 7:22 p.m. and seconded by Trustee LeBire. **Motion Carried 4:0** (AYE= Ahlfeld/Carvel/Deshaies/LeBire).

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**MINUTES PREPARED BY:**

  
Monique N. Chatland, Village Clerk

LEGAL NOTICE OF PUBLIC HEARING ON PROPOSED LOCAL LAW (CHAP. 300, ART. V, SECTION 21)

# Johnson Newspaper Corporation

Client:	191160	VILLAGE OF MASSENA	Phone:	(315) 769-8625
Class.:	60 MAIN ST			
	TOWN HALL			
Ad #	20402296	Requested By: MONIQUE	Fax:	(315) 769-0257
Sales Rep.:	SL20	Winter Stephens	Phone:	(315) 769-2451 Ext: 100
		massenaclass@ogd.com	Fax:	(315) 764-0337
Class.:	0110	Public Notices		
Start Date:	02/07/2018	End Date:	02/07/2018	Nb. of Inserts: 1
PO #:		Entered By:	WSTEPH	
Publications:	Daily Courier Observer			
Paid Amount:	\$0.00	Balance:	\$26.72	
Total Price:		\$26.72		Page 1 of 1

Notice of Public Hearing on  
Proposed Local Law  
Amendment to Village Code  
Re: Chap. 300 (Zoning) Article V (Bulk & Design Standards) Section 21 (Signs)  
NOTICE IS HEREBY GIVEN that the Board of Trustees of the Village of Massena, New York, will conduct a public hearing on the 20th day of February 2018, at 5:30 p.m. in the Town Hall Building, 60 Main Street, Massena, New York, to consider adopting a proposed Local Law to amend the Code of the Village of Massena, New York, by revising CHAPTER 300 - ZONING (Article V, Section 21) to include legislation regarding temporary signage and to amend the signage approval process. At such time and place all persons interested in the subject matter thereof will be heard concerning the same. Copies of the proposed local law in its entirety are available in the Office of the Village Clerk located in the Town Hall Building - Room 12, 60 Main Street, Massena, New York, during regular business hours, for the purpose of inspection or procurement by interested parties.  
By Order of the Village Board of Trustees  
Dated: February 5, 2018  
MONIQUE N. CHATLAND,  
Village Clerk

LEGAL NOTICE OF PUBLIC HEARING ON PROPOSED LOCAL LAW (CHAP. 300, ART. V, SECTION 22)

# Johnson Newspaper Corporation

Client:	191160	VILLAGE OF MASSENA	Phone:	(315) 769-8625
Class.:	60 MAIN ST TOWN HALL			MASSENA, NY 13662-1975
Ad #	20402426	Requested By: MONIQUE	Fax:	(315) 769-0257
Sales Rep.:	SL20	Winter Stephens	Phone:	(315) 769-2451 Ext: 100
		massenaclass@ogd.com	Fax:	(315) 764-0337
Class.:	0110	Public Notices		
Start Date:	02/09/2018	End Date:	02/09/2018	Nb. of Inserts: 1
PO #:		Entered By:	WSTEPH	
Publications:	Daily Courier Observer			
Paid Amount:	\$0.00	Balance:	\$27.10	
Total Price:	\$27.10		Page 1 of 1	

Notice of Public Hearing on  
Proposed Local Law  
Amendment to Village Code  
Re: Chap. 300 (Zoning) Article V (Bulk & Design Standards)  
Section 22 (Parking & Unloading)  
NOTICE IS HEREBY GIVEN that the Board of Trustees of the Village of Massena, New York, will conduct a public hearing on the 20th day of February 2018, at 5:35 p.m. in the Town Hall Building, 60 Main Street, Massena, New York, to consider adopting a proposed Local Law to amend the Code of the Village of Massena, New York, by revising CHAPTER 300 ZONING (Article V, Section 22) to revise legislation to further define parking standards. At such time and place all persons interested in the subject matter thereof will be heard concerning the same.  
Copies of the proposed local law in its entirety are available in the Office of the Village Clerk located in the Town Hall Building - Room 12, 60 Main Street, Massena, New York, during regular business hours, for the purpose of inspection or procurement by interested parties.  
By Order of the Village Board of Trustees  
Dated: January 16, 2018  
MONIQUE N. CHATLAND,  
Village Clerk.

LEGAL NOTICE OF PUBLIC HEARING ON PROPOSED LOCAL LAW (CHAP. 300, ART. V, SECTION 23)

# Johnson Newspaper Corporation

Client:	191160	VILLAGE OF MASSENA	Phone:	(315) 769-8625
Class.:	60 MAIN ST			
	TOWN HALL			
			MASSENA, NY	13662-1975
Ad #	20402300	Requested By: MONIQUE	Fax:	(315) 769-0257
Sales Rep.:	SL20	Winter Stephens	Phone:	(315) 769-2451 Ext: 100
		massenaclass@ogd.com	Fax:	(315) 764-0337
Class.:	0110	Public Notices		
Start Date:	02/07/2018	End Date:	02/07/2018	Nb. of Inserts: 1
PO #:		Entered By:	WSTEPH	
Publications:	Daily Courier Observer			
Paid Amount:	\$0.00	Balance:	\$27.86	
Total Price:	\$27.86		Page 1 of 1	

Notice of Public Hearing on  
Proposed Local Law  
Amendment to Village Code  
Re: Chap. 300 (Zoning) Article V (Bulk & Design Standards)  
Section 23 (Prohibited Uses)  
NOTICE IS HEREBY GIVEN  
that the Board of Trustees of  
the Village of Massena, New  
York, will conduct a public  
hearing on the 20th day of  
February 2018, at 5:40 p.m.  
in the Town Hall Building, 60  
Main Street, Massena, New  
York, to consider adopting a  
proposed Local Law to  
amend the Code of the Vil-  
lage of Massena, New York,  
by revising CHAPTER 300 -  
ZONING (Article V, Section  
23) to revise legislation to  
further limit locations aban-  
doned and/or unused vehi-  
cles/recreational vehicles  
may be stored/parked. At  
such time and place all per-  
sons interested in the sub-  
ject matter thereof will be  
heard concerning the same.  
Copies of the proposed local  
law in its entirety are  
available in the Office of the  
Village Clerk located in the  
Town Hall Building - Room  
12, 60 Main Street, Massena,  
New York, during regular  
business hours, for the pur-  
pose of inspection or pro-  
curement by interested par-  
ties.  
By Order of the Village Board  
of Trustees  
Dated: January 16, 2018

MONIQUE N. CHATLAND,  
Village Clerk.