

Village of Massena
BOARD OF TRUSTEES
 Meeting Minutes

DATE/TIME: March 21, 2017 (5:30 p.m.)

PLACE: Town Hall Building, 60 Main Street, Massena, New York

PRESENT: Board of Trustees:
 Mayor Timmy J. Currier
 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)
 Aaron Hardy (Interim Fire Foreman/Code Enforcement Officer)

Press: John Michaud III (WNTS Television), Andy Gardner (North Country This Week), Day Snyder (Massena Chamber)

Residents/Other: Pam Ryan, Dianne Meyer, Pam Barclay, Joel Grigg, Tom Seguin, Kelly Williams, Jon Zakaruskas, R. Shawn Gray

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.

APPROVE MINUTES:

A motion was made by Trustee LeBire, seconded by Trustee Deshaies, to approve the minutes of the December 6th, December 20th 2016, and January 5th, 2017 Village Board Meetings. **Motion Carried 3:0** (AYE=Carvel/Deshaies/LeBire)

TREASURER'S REPORT

Village Treasurer Sharlow presented the following:

*Village of Massena
 Treasurer's Report
 March 21, 2017*

INFORMATION

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

	Revenue		Expense	
General Fund	7,490,233	85%	6,262,353	67%
Refuse Fund	845,204	71%	802,318	62%
Water Fund	1,156,407	60%	1,057,759	53%
Sewer Fund	1,147,160	62%	1,266,180	63%
Joint Rec	705,703	77%	658,811	65%

2. Year-end projections for the above funds have been updated through February 28, 2017. Projection spreadsheets have been distributed to the Mayor and Board as well as Department Managers.
3. The Office Staff has completed Set-Up Training for the new Incode 10 Financial Software. I am currently in the process of completing the Core Financials Chart of Accounts Segmentation. Craig Anderson, of Tyler Technology, will be on-site starting April 3rd to begin configuration and set-up of the software.
4. Payment on the Community Center bond was processed in the last warrant. The total amount of the payment was \$66,606.25, made up of \$40,000 in principal and \$26,606.25 in semi-annual interest. The next interest payment is due in September. The outstanding balance on this bond is \$1,250,000.
5. We have received notice of our next serial bond payment of \$205,000 due to NYS EFC on April 21st. This bond was issued for the CSO Project and is a no-interest bond; therefore, the entire amount goes toward principal. The outstanding balance after the April payment will be \$820,000.

Continued on Next Page

6. *The assessment amount for 2017, as supplied by the County Real Property Tax Office, is \$355,813,839, a decrease of \$1,335,214 from last year's assessment (approximately 0.3%).*

ACTION

7. ***Independent Accountants' Report on Village on Village Justice Court Records:*** *Accept Independent Accountants' Report on Village Justice Court Records for FYE 5/31/2016, performed by Seyfarth & Seyfarth CPAs. The Village is required to file this report with the Uniform Court System, per Section 2019-a of the Uniform Justice Court Act. Motion to accept report is required. LeBire/Deshaies/Carried*
8. ***Establish Public Hearing Re: Local Law to Over-ride the 2% Tax Levy Cap:*** *(see separate agenda item below)*

COMMITTEE REPORTS:

Committee reports were presented for informational purposes with no Village Board action taken at this time

INITIAL PUBLIC COMMENT PERIOD:

Resident R. Shawn Gray suggested coming up with a solution to keeping large spring clean-up items such as sofas, mattresses and so forth dry to try to keep costs down.

ESTABLISH A PUBLIC HEARING DATE: CHAPTER 270: TAXICABS

A motion was offered by Trustee LeBire, seconded by Trustee Deshaies, to establish the public hearing date of April 4, 2017 at 5:45 p.m. to consider adopting a local law to amend the General Code of the Village of Massena, Chapter 270, "Taxicabs." **Motion Carried 3:0** (AYE= Carvel/Deshaies/LeBire).

DISCUSSION: NEW YORK STATE BUDGET

Mayor Currier provided highlights of the New York State Budget including information on AIM, Pave NY, CHIPs funding and other infrastructure funding, as well as county-wide shared services tax savings plan.

ESTABLISH BUDGET HEARING DATE

A motion was made by Trustee LeBire and seconded by Trustee Carvel to hold the Budget Hearing on the Mayor's Tentative Budget on April 4, 2017 at 5:30 p.m. **Motion Carried 3:0** (AYE= Carvel/Deshaies/LeBire)

ESTABLISH BUDGET WORK SESSION DATES

A motion was made by Trustee Carvel and seconded by Trustee Deshaies to establish the following budget work session dates/times: 5:15 p.m. on April 6, 10, 11, 12, and 25 (if necessary). **Motion Carried 3:0** (AYE= Carvel/Deshaies/LeBire)

ESTABLISH PUBLIC HEARING TO ADOPT A LOCAL LAW TO OVERRIDE THE 2% PROPERTY TAX CAP

A motion was offered by Trustee LeBire and seconded by Trustee Carvel to establish a public hearing to be held at 5:40 p.m. on April 4, 2017 to consider adopting a local law to authorize a tax levy in excess of the limit establish by General Municipal Law §3-c. **Motion Carried 3:0** (AYE= Carvel/Deshaies/LeBire)

**RESOLUTION #13-2017: APPROVE AGREEMENT BY & BETWEEN THE VILLAGE OF
MASSENA & OFFICE PERSONNEL**

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

RESOLUTION #13-2017

**Approve Agreement By and Between the Village of Massena and Office 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 Office 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. Currier, 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 Deshaies, Trustee LeBire, Mayor Currier

NAY: None

ABSTAIN: Trustee Carvel

Mayor Currier declared Resolution #13-2017 duly adopted (3:0).

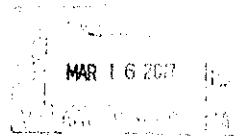
**APPOINTMENT: CHRISTOPHER BERTRAND, CONTINGENT PERMANENT FIRE
FIGHTER/ FIRE-DRIVER**

Acting Fire Foreman Aaron Hardy presented the Board with the following:



MEMO

Date: 3/16/17
To: Mayor & Village Board
From: Aaron Hardy, Fire Dept. Foreman
Re: Contingent Hire Firefighter/Fire Driver



Mayor & Village Board,

I am requesting to fill the vacant position that was created when Ken McGowan left with Christopher Bertrand. This will be a contingent appointment until the results from the civil service test are released.

Thank You,

Aaron Hardy
Village of Massena Fire Department

A motion was offered by Trustee LeBire, seconded by Trustee Carvel to appoint Christopher Bertrand as recommended by Acting Fire Foreman Hardy above. **Motion Carried 3:0** (AYE= Carvel/Deshaies/LeBire)

SPRING CLEAN-UP DATES

DPW Supt. Fayad announced that Spring Clean-Up would be conducted north of the Grasse River April 24 – 28th and south of the Grasse River May 1 – May 5th. He noted that textiles are now considered recyclable and need to be separated from cleanup items.

AUTHORIZE CWSRF CAPITAL PROJECT CHANGE ORDER #2-1 (CONTRACT #2, GENERAL CONST. WWTP)

DPW Supt. Fayad explained that the change order is being requested is for a time extension only, as NYS DOT had only recently given final approval. There will be no additional costs associated with the extension. A motion was offered by Trustee LeBire, seconded by Trustee Carvel to approve change order #2-1 as recommended by DPW Supt Fayad. **Motion Carried 3:0** (AYE= Carvel/Deshaies/LeBire)

AUTHORIZE CWSRF CAPITAL PROJECT CHANGE ORDER #3-1 (CONTRACT #3, ELECTRICAL UPGRADES)

DPW Supt. Fayad explained that the change order is being requested is for a time extension only. There will be no additional costs associated with the extension. The change order extension will allow for a proposed completion date of the end of July 2017. A motion was offered by Trustee Deshaies, seconded by Trustee Carvel to approve change order #3-1 as recommended by DPW Supt Fayad. **Motion Carried 3:0** (AYE= Carvel/Deshaies/LeBire)

AUTHORIZE CWSRF CAPITAL PROJECT CHANGE ORDER #1-2 (CONTRACT #1, COLLECTION SYSTEM)

DPW Supt. Fayad explained that the change order is being requested is for a time extension only. There will be no additional costs associated with the extension. The change order extension will allow for a proposed completion date of September 29, 2017. A motion was offered by Trustee LeBire, seconded by Trustee Deshaies to approve change order #1-2 as recommended by DPW Supt Fayad. **Motion Carried 3:0** (AYE= Carvel/Deshaies/LeBire)

VOUCHER WARRANT:

A motion was made by Trustee Deshaies and seconded by Trustee Carvel to approve Voucher Warrant #376. **Motion Carried 4:0** (AYE= Ahlfeid/Carvel/Deshaies/LeBire)

WARRANT#376 (Board Meeting 03/21/17)

217593-217603	03/08/17	8,875.99	Prepaid Payroll
217604	03/10/17	133.50	The Home Depot Credit Svcs
217605	03/14/17	1,062.58	U.S. Postal Service
217606-217615	03/15/17	6,578.97	Prepaid Payroll
217616	03/17/17	34.82	The Home Depot Credit Svcs
217617	03/17/17	63.24	Tractor Supply Credit Plan
		16,749.10	Total Prepaid
217618-217688	03/21/17	<u>579,606.20</u>	Total Unpaid
		596,335.30	Total Warrant #376 Including Prepaid Payroll

MONTHLY REPORTS:

There were no monthly reports were presented or reviewed.

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 LeBire at 5:53 p.m. and seconded by Trustee Carvel. **Motion Carried 3:0** (AYE= Carvel/Deshaies/LeBire)

MINUTES PREPARED BY:


Monique N. Chatland, Village Clerk