

Village of Massena
BOARD OF TRUSTEES MEETING
AGENDA
JULY 20, 2021
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 (Paquin/LeBire)
Fire Committee (Carvel/LeBire)
Personnel Committee (Winston/Paquin)
Police Committee (Carvel/Paquin)
Recreation Commission (Carvel/Winston)
Street Committee (Winston/LeBire)
Water & Sewer Committee (Winston/LeBire)

[3] **INITIAL PUBLIC COMMENT PERIOD**

[4] **Old Business**

A. Discussion: Marihuana Regulation & Taxation Act

B. Discussion: American Rescue Plan Act

[5] **New Business**

A. Award Bids: Materials & Supplies 2021-22:

| | | |
|--|--------------------|------------|
| 1. Pre-Cast Concrete Sections & PVC Grade Rings: | Jefferson Concrete | (\$5,724) |
| 2. Manhole and Catch Basin Castings: | Jefferson Concrete | (\$20,460) |

B. Proposed Resolution: Authorizing & Supporting Submission of a Grant Application for the NY Main Street Downtown Stabilization Program

C. Appointment: Brandon Wheeler (31 Park Ave. Apt. 1), Village of Massena Zoning Board of Appeals

D. Appointment (Provisionally): Mike Romeo, Water Meter Reader

E. Discussion: 104 E. Orvis Street Demolition & Removal of Real Property

[6] **Voucher Warrants**

[7] **Monthly Reports**

Massena Volunteer Fire Department Inc. (June 2021)

Massena Perm. Firefighters / Village of Massena Code Enforcement Office (June 2021)

[8] **Communications / Correspondence**

[9] **CLOSING PUBLIC COMMENT PERIOD**

[10] **Adjournment**

REMINDER – NEXT MEETING

(Tues.) August 17, 2021, 5:30 p.m.

**Village of Massena
Treasurer's Report
July 20, 2021**

INFORMATION

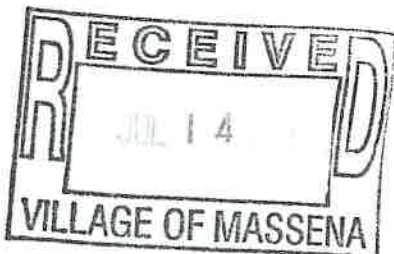
1. You have been provided with an updated preliminary Revenue/Expense Actual to Budget comparison reports for May and the May summary follows:

| <u>2020/2021</u> | <u>Revenue</u> | <u>% Collected</u> | <u>Expense</u> | <u>% Spent</u> | <u>Net Favorable (Unfavorable)</u> |
|------------------|-------------------|--------------------|-------------------|----------------|--|
| General Fund | 11,027,497 | 97.99% | 11,109,886 | 96.17% | (82,389) |
| Refuse Fund | 1,122,308 | 89.91% | 1,254,623 | 96.83% | (132,316) |
| Water fund | 2,050,199 | 99.75% | 1,878,568 | 86.44% | 171,631 |
| Sewer Fund | 1,806,620 | 100.39% | 1,694,789 | 88.53% | 111,831 |
| Joint Rec | 936,049 | 94.83% | 940,011 | 88.51% | (3,962) |
| | <u>16,942,672</u> | | <u>16,877,877</u> | | |

2. The revenue amount for the General Fund above does not include the sales tax accrual that we receive the first week of August. Once I know the amount, I will accrue it back to May 31, 3021.
3. You have been provided with the Revenue/Expense Actual to Budget comparison reports for June and the summary is as follows:

| <u>2021/2022</u> | <u>Revenue</u> | <u>% Collected</u> | <u>Expense</u> | <u>% Spent</u> | <u>Net Favorable (Unfavorable)</u> |
|------------------|------------------|--------------------|------------------|----------------|--|
| General Fund | 6,036,516 | 62.38% | 770,423 | 7.58% | 5,266,093 |
| Refuse Fund | 104,655 | 8.35% | 57,625 | 3.86% | 47,031 |
| Water fund | 341,234 | 16.60% | 135,487 | 6.22% | 205,748 |
| Sewer Fund | 224,669 | 12.62% | 142,035 | 7.54% | 82,635 |
| Joint Rec | 148,809 | 15.44% | 67,063 | 6.02% | 81,746 |
| | <u>6,855,884</u> | | <u>1,172,632</u> | | |

4. 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.
5. Through the close of business on July 14, we have collected \$5,205,435, approximately 82% of the total adjusted warrant of \$6,316,652. We were at approximately 80% through the same timeframe last year.
6. Mortgage tax was received on June 16th for \$22,272.44, up from \$11,857.26 the same period last year, an increase of 87.8%.
7. A bond payment was made on June 1st for the Center St/Parker Ave sewer lines bond in the amount of \$35,000 principal and \$9,769 interest.



ACTION

- 8. **Budget Amendments:** At the June board meeting, the board requested to bring back a budget amendment requesting to allocate \$3,000 from the General Fund contingency account (100-1990-400-000-00) to be moved to the Publicity – Contractual account (100-6410-400-000-00) so that the Village could contribute \$8,000 for fiscal year 2021-2022 to the branding & identity agreement with H3 Designs.

- 9. **Budget Amendments:** To recognize 20-21 grant activity, the following expense accounts need to be increased, along with the corresponding revenue accounts associated with each grant. This will adjust the 20-21 budget:

Increase:

| | |
|---|------------|
| 100-8989-400-000-GR RESTORE NY GRANT | 500,000.00 |
| 100-3089-000-000-GR RESTORE NY GRANT REV | 500,000.00 |
| 500-7140-200-CEP-GR COMM ENHANCE PROJ | 50,400.00 |
| 500-3089-000-CEP-GR COMM ENHANCE PROJ REV | 50,400.00 |



VILLAGE OF MASSENA

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

PROPOSED RESOLUTION

Authorizing and Supporting Submission a Grant Application for the New York Main Street Downtown Stabilization Program

WHEREAS, the New York Main Street Downtown Stabilization Program is a funding opportunity to assist with environmental remediation and associated construction costs, as well as other innovative approaches to stabilizing and developing a downtown, mixed-use project. This funding can be used for: asbestos management (surveys, abatement design plans, air monitoring, etc.), soil vapor intrusion testing and mitigation, building stabilization construction activities (e.g., roof stabilization in conjunction with asbestos remediation) or other projects that identify or mitigate risks associated with other hazardous materials or remove obstacles to future redevelopment; and

WHEREAS, the NYMS Downtown Stabilization Program criteria allows units of government to be eligible applicants; and

WHEREAS, the Village of Massena has demonstrated support of the revitalization of commercial and residential properties that make up the downtown core; and

WHEREAS, the Village of Massena is preparing a submittal of an application for up to \$500,000.00 in grant funding from the 2021 New York Main Street Downtown Stabilization Program for stabilization activities at the JJ Newberry Building, 30 Main Street, in the Village's downtown core; and

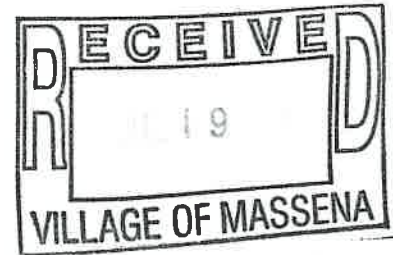
WHEREAS, the goals of this funding source are to assist New York State communities with project specific main street/downtown residential and commercial stabilization and revitalization efforts; and

WHEREAS, the Village of Massena has initiated a coordinated effort to revitalize the downtown core, completed the administration of several Restore NY Program projects and support of NYMS Façade and Downtown Anchor projects. The award of a 2021 NYMS Downtown Stabilization grant will be an important facet in efforts to realize the downtown revitalization goals; and

WHEREAS, the owners of GoCo Ventures LLC have expressed an interest in utilizing this funding for stabilization activities; and

NOW, THEREFORE, BE IT RESOLVED that the Village Board of Trustees, duly convened at a meeting hereby authorizes submission and administration of said grant to the NYMS Downtown Stabilization Program in the amount of up to \$500,000.00 with a minimum 25% cash match provided by GoCo Ventures LLC and with up to 5% in administrative revenue to be received for providing such services.

Dated: July 20, 2021



MEMO

Date: 07/19/21

To: Mayor, Village Board of Trustees,

From: Aaron Hardy, Fire Dept. Foreman / Code Officer Village & Town of Massena

Re: 104 E. Orvis Demo Bid Request

Mayor, Village Board of Trustees,

The Village of Massena received bids for the demolition and removal of real property, located at 104 E. Orvis St. on Friday, July 16th. After proper advertisement and requests to multiple contractors, only one contractor submitted a proposal in the amount of \$46,975.00.

After review of the proposal and discussions with Village Administrator Chatland, DPW Superintendent Fayad and Treasurer Felt, it is believed that this amount and the terms of the submitted proposal are too high and I would like to respectfully ask that the project be rebid, with additional contractor outreach, in hopes of receiving additional, and more competitive, bids.

Thank You

Aaron Hardy
Village of Massena Fire Department / Code Officer
34 Andrews St. Massena NY 13662 (315)769-2380
aaron.hardy@massenafd.org