

Village of Massena
BOARD OF TRUSTEES MEETING
AGENDA

August 18, 2020

5:30 P.M.

- [1] Call to Order / Silence of Electronic Devices / Roll Call
- [2] Chapter 300 (Zoning), Article III (Uses in Commercial Districts)
A. PUBLIC HEARING (5:30 p.m.): Consider Adopting a Local Law
B. Proposed Resolution: Adopt Local Law
- [3] Report of Officers and Committees
A. Treasurer's Report

B. Committee Reports: Code Enforcement (Carvel/LeBire)
Economic Development Committee (Winston/LeBire)
Fire Committee (Carvel/LeBire)
Personnel Committee (Winston/Deshaies)
Police Committee (Carvel/Deshaies)
Recreation Commission (Carvel/Deshaies)
Street Committee (Winston/LeBire)
Water & Sewer Committee (Winston/LeBire)
- [4] INITIAL PUBLIC COMMENT PERIOD
- [5] Old Business
None
- [6] New Business
A. Adopt Budget Amendments due to Economic Impact of COVID-19
B. Appointment: Belson Herne, Non-Competitive Part-Time Police Officer for the Court
C. Appointment: Jill Power, Village of Massena Zoning Board of Appeals
D. Resignation: Julie Locey, Account Clerk (Effective: September 4, 2020)
E. Authorization to Canvass for Account Clerk
F. Proposed Resolution: Renew Contract with Harold Granger Services for Insurance Claims Administration & Risk Management Services (09/01/20 – 09/01/21)
G. Proposed Resolution: Renew Liability Insurance and Risk Management Services with Arthur J. Gallagher & Co (9/1/20 – 9/1/21)
- [7] Voucher Warrants
- [8] Monthly Reports
Massena Volunteer Fire Department Inc. (July 2020)
Massena Perm. Firefighters / Village of Massena Code Enforcement Office (July 2020)
- [9] Communications / Correspondence
Donation of Picnic Tables by Chris Hutchins
- [10] CLOSING PUBLIC COMMENT PERIOD
- [11] Adjournment

REMINDER – NEXT MEETING

(Tues.) September 15, 2020, 5:30 p.m.

Village of Massena

Town Hall Building
Massena, New York 13662

Notice of Public Hearing on Proposed Local Law

Amendment to Village Code

Re: Chapter 300 (Zoning), Article III (Uses in Commercial Districts)

NOTICE IS HEREBY GIVEN that the Board of Trustees of the Village of Massena, New York, will conduct a public hearing on the 18th day of August, 2020, at 5:30 p.m. in the Town Hall Building, 60 Main Street, Massena, New York, to consider adopting proposed Local Law No. 2-2019 to amend the Code of the Village of Massena, New York, by revising **CHAPTER 300 – ZONING, ARTICLE III: USES IN COMMERCIAL DISTRICTS** to include language that allows micro-breweries, brew pubs, tap rooms, micro-wineries and micro-distilleries to operate in commercial districts. 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:

Monique N. Chatland Village Clerk

August 11, 2020

Monique N. Chatland, Village Clerk

Local Law Filing

(Use this form to file a local law with the Secretary of State.)

Text of law should be given as amended. Do not include matter being eliminated and do not use italics or underlining to indicate new matter.

County City Town Village
(Select one.)

of MASSENA

Local Law No. _____ of the year 20²⁰

A local law AMENDING Chapter 300, Art. III (Uses in Commercial Districts) of the General Code of the
(Insert Title)
Village of Massena to include language that allows micro-breweries, brew pubs, tap rooms,
micro-wineries, micro-distilleries and drinking establishments to operate in commercial
districts

Be it enacted by the BOARD OF TRUSTEES of the
(Name of Legislative Body)

County City Town Village
(Select one.)

of MASSENA

as follows:

CHAPTER 300 - ZONING ARTICLE III – Uses in Commercial Districts

Section 300-9. Central Business District CBD

- (Add): A. 13. Micro Breweries
14. Brew Pubs
15. Tap Rooms
16. Micro Wineries
17. Micro Distilleries

Section 300-10. Central Transition District CTD

- (Add): A. 22. Micro Breweries
23. Brew Pubs
24. Tap Rooms
25. Micro Wineries
26. Micro Distilleries
27. Drinking Establishments

(Continued on next page)

(If additional space is needed, attach pages the same size as this sheet, and number each.)

Section 300-11. Central Auto-Related District CAR

- (Add): A. 22. Micro Breweries
 23. Brew Pubs
 24. Tap Rooms
 25. Micro Wineries
 26. Micro Distilleries
 27. Drinking Establishments

Section xx. Effective Date

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

(End)

Village of Massena
Treasurer's Report
 August 18, 2020

INFORMATION

1. **FINAL** year-end projections have been updated through May 31, 2020. Projection spreadsheets have been distributed to the Mayor and Board as well as Department Managers. Summary as follows:

2019/2020	Revenue	% Collected	Expense	% Spent	Net Favorable (Unfavorable)
General Fund	9,909,707	103.01%	9,668,646	96.47%	241,061
Refuse Fund	1,266,978	101.67%	1,141,583	83.97%	125,395
Water fund	1,992,380	111.02%	1,956,640	89.08%	35,740
Sewer Fund	1,781,603	98.31%	1,949,083	92.17%	(167,480)
Joint Rec	1,002,810	101.82%	1,283,540	97.99%	(280,731)
	<u>15,953,478</u>		<u>15,999,492</u>		

2. You have been provided with copies of the **FINAL** 2019/2020 Budget Report and Balance Sheet.
3. You have been provided with the Balance Sheet and Budget Report for July and the summary is as follows:

2020/2021	Revenue	% Collected	Expense	% Spent	Net Favorable (Unfavorable)
General Fund	6,114,473	63.82%	1,327,260	13.42%	4,787,213
Refuse Fund	60,682	4.86%	219,415	16.93%	(158,733)
Water fund	73,364	3.57%	317,423	14.61%	(244,059)
Sewer Fund	119,975	6.67%	237,356	12.40%	(117,380)
Joint Rec	152,974	16.50%	209,548	20.92%	(56,575)
	<u>6,521,467</u>		<u>2,311,001</u>		

4. Year-end projections have been updated through July. Projection spreadsheets have been distributed to the Mayor and Board as well as Department Managers.
5. The Annual State Report (AUD) for the Joint Recreation Commission was electronically filed with the Office of the State Comptroller on July 30th. The Annual Report for the Village is due to be filed by August 31. I am currently working on the report and hope to have it completed by that time. Both reports will be available in my office for your review.
6. Through close of business Wednesday (8/12/2020), we had collected \$5,738,958, approximately 88.8% of the total adjusted warrant of \$6,464,523 (percentage last year at this time was 88.7%). We will continue to collect at the office until the end of September, at which time we turn the unpaid taxes over to the County.

7. Sales tax received from St. Lawrence County for the 4th quarter of our fiscal year was in the amount of \$439,574 (a \$30,991 decrease, or -6.59%, from the same period last year), which brought our total tax revenue for the 19/20 fiscal year to \$1,924,474. This is an overall increase of \$67,601 (3.64%) from the amount received last year. In terms of the budget, we came in \$24,474 over the budgeted amount of \$1,900,000.
8. We had the closing for the new sidewalk plow bond issuance on July 30th. The first payment of \$26,598 will be made in July 2021. The successful bid went to the National Bank of Coxsackie with a rate of 1.15% for a five-year bond.

ACTION



VILLAGE OF MASSENA

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

PROPOSED RESOLUTION

**Renew Contract with Harold Granger Services for
Insurance Claims Administration and
Risk Management Services
(September 1, 2020 – September 1, 2021)**

BE IT RESOLVED that the Village of Massena Board of Trustees hereby authorizes renewal of a Contract between the Village of Massena and Harold Granger Services for insurance claims and risk management services for the period September 1, 2020 through September 1, 2021 for an annual fee in the amount of \$15,070; and

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

DATED: August 18, 2020



VILLAGE OF MASSENA

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

PROPOSED RESOLUTION

**Renew Liability Insurance and Risk Management Services
Through Arthur J. Gallagher & Co.
(September 1, 2020 – September 1, 2021)**

BE IT RESOLVED that the Village of Massena Board of Trustees hereby authorizes renewal of the Village of Massena's insurance and risk management coverage through Arthur J. Gallagher & Co. for the period September 1, 2020 through September 1, 2021 in accordance with the proposal presented August 18, 2020 for an annual fee in the amount of \$140,273.47; and

BE IT FURTHER RESOLVED that Timmy J. Currier, as Mayor of the Village of Massena, is hereby authorized and directed to execute any and all documents concerning this renewal.

DATED: August 18, 2020