

Village of Massena
BOARD OF TRUSTEES MEETING
AGENDA

October 19, 2021

5:30 P.M.

- [1] Call to Order / Silence of Electronic Devices / Roll Call
- [2] Presentation of Certificate of Recognition to Richard "Dick" Frank
- [3] Opting Out of On-Site Cannabis Consumption Establishments in the Village of Massena Pursuant to Cannabis Law §131
A. PUBLIC HEARING (5:30 p.m.)
B. Proposed Resolution: Adopt Local Law
- [4] Approval of Meeting Minutes
- [5] Report of Officers and Committees
A. Treasurer's Report Proposed Resolution: Return of Tax Roll to St. Lawrence County

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)
- [6] INITIAL PUBLIC COMMENT PERIOD
- [7] Old Business
A. Discussion: EMS Transfer from Town of Massena to the Village of Massena
B. Discussion: Downtown Revitalization Initiative Round 5 Presentation
- [8] New Business
A. Proposed Resolution: Renew Boiler & Machinery Insurance Policy (Dec. 19, 2021 – Dec. 19, 2022)
B. Proposed Resolution: Authorize a Two-Year Agreement with the Town of Massena for Fire Protection
C. Appointment: Matthew Chontosh, Part-Time Non-Competitive Police Officer for the Justice Court
D. Discussion: Police Department Information Technology Needs
- [9] Voucher Warrants
- [10] Monthly Reports
Massena Volunteer Fire Department Inc. (September 2021)
Massena Perm. Firefighters / Village of Massena Code Enforcement Office (September 2021)
- [11] Communications / Correspondence
- [12] CLOSING PUBLIC COMMENT PERIOD
- [13] Adjournment

REMINDER – NEXT MEETING

(Tues.) November 16, 2021, 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: Opting Out of On-Site Cannabis Consumption Establishments in the Village of Massena

NOTICE IS HEREBY GIVEN that the Board of Trustees of the Village of Massena, New York, will conduct a public hearing on the 19th day of October 2021, at 5:30 p.m. in the Town Hall Building, 60 Main Street, Massena, New York, to consider adopting proposed Local Law No. 6-2021 to amend the Code of the Village of Massena, New York, by adding legislation opting-out of on-site cannabis consumption establishments in the Village of Massena pursuant to Cannabis Law §131. 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
Monique N. Chatland, Village Clerk

September 22, 2021

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 20²¹

A local law opting out of licensing and establishing on-site cannabis consumption establishments
(Insert Title)
within the Village of Massena pursuant to Cannabis Law 131

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 XXX – Cannabis ARTICLE 1 – Cannabis on-site consumption opt-out

Section xxx-1: Legislative Intent

It is the intent of this article that the Village of Massena opt out of having on-site cannabis consumption establishments licensed to operate or established within the Village of Massena.

Section xxx-2: Authority

This article is adopted pursuant to New York Cannabis Law § 131, which expressly authorizes villages to opt out of allowing on-site cannabis consumption establishments to be licensed or established within their boundaries.

Section xxx-3: Cannabis On-Site Consumption Opt-Out

- A. The Board of Trustees of the Village of Massena hereby opts out of having on-site cannabis consumption establishments licensed or established within the boundaries of the Village of Massena
- B. Pursuant to the New York Cannabis Law § 131, the Village of Massena hereby requests the Cannabis Control Board to prohibit the establishment of on-site consumption licenses contained in Article 4 of the New York State Cannabis Law (Chapter 7-A of the Consolidated Laws) within the jurisdiction of the Village of Massena.

Section xx: Effective Date

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

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

Village of Massena
Treasurer's Report
 October 19, 2021

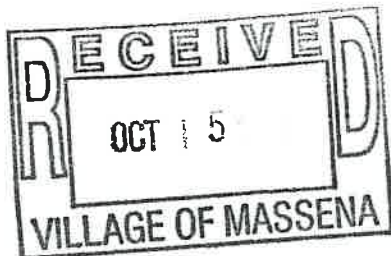
INFORMATION

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

2021/2022	Revenue	% Collected	Expense	% Spent	Net Favorable (Unfavorable)
General Fund	6,989,287	72.03%	3,996,704	39.23%	2,992,583
Refuse Fund	266,527	21.26%	365,111	23.59%	(98,584)
Water fund	409,180	19.91%	578,556	26.56%	(169,376)
Sewer Fund	396,493	22.27%	563,564	29.91%	(167,072)
Joint Rec	226,520	23.50%	362,964	32.58%	(136,444)
	<u>8,288,007</u>		<u>5,866,899</u>		

Year-end projection spreadsheets have been updated with actual figures through September and have been distributed to the Board members and Department Managers.

2. The lease-purchase payment for the fire pumper truck was processed in the September warrant. The payment consisted of \$44,281.79 principal and \$4,878.03 interest, leaving a remaining principal balance of \$140,003.
3. A semi-annual interest payment was made in September to Greene County Commercial Bank for the refunded Community Center bonds in the amount of \$10,560.
4. With the transition of the rescue squad from the Town to the Village, I will be opening a new bank account with NBT Bank to track the funds coming in and going out for the rescue squad operations. I will be starting the process in the beginning of November so that the account is ready to go come January 1st.
5. The Comptroller's Office has issued an estimated retirement invoice for the 2021-2022 budget year. This is the payment which would be due in February 2022 (we would use the December 2021 payment option to obtain the discount). For the Employees' Retirement System (ERS) it is \$481,052, a 4.4% increase compared to last year's actual bill, and for the Police & Fire Retirement System (PFRS) the estimated bill is \$561,195, a 31.8% increase compared to last year's actual bill. These numbers are based on the rates released last month by the Retirement System and salaries for the period April 1, 2020 to March 31, 2021, a variable that is subject to change according to the System.
6. I have been working on the GASB 34 statements for our auditors. Once completed the statements will be reviewed and footed. Seyfarth & Seyfarth, CPA's will begin the auditing process in the latter part of November.



1.

Delinquent Tax Resolution:

RESOLUTION

Return of Tax Roll to St. Lawrence County

The following Resolution is offered to transfer unpaid Village taxes to St. Lawrence County for collection:

WHEREAS the collection period for the Village of Massena's 2021-2022 Tax Warrant ended on September 30, 2021, and

WHEREAS there remained an amount of \$366,711.86 in unpaid taxes and an additional amount of \$26,279.72 in interest and fees due to the Village of Massena on 285 parcels, and

WHEREAS the Trustees have inspected the Delinquent Tax Listing, then therefore be it

RESOLVED, that the Village Board hereby instruct the Village Tax Collector to return the 2021-2022 Village of Massena Tax Warrant to the Office of the St. Lawrence County Treasurer at 48 Court St., Canton, NY for collection of those amounts still owed to the Village of Massena.



VILLAGE OF MASSENA

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

PROPOSED RESOLUTION

Renew Boiler and Machinery Insurance Policy
Through Travelers Property & Casualty Co. of America

(December 19, 2021 – December 19, 2022)

BE IT RESOLVED that the Village of Massena Board of Trustees hereby authorizes renewal of the Village of Massena's Boiler and Machinery insurance policy through Travelers Property & Casualty Co. of America for the period December 19, 2021, through December 19, 2022, as detailed in the proposal dated October 11, 2021; and

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

DATED: October 19, 2021



VILLAGE OF MASSENA

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

PROPOSED RESOLUTION

Authorize a Two-Year Agreement with the
Town of Massena For Fire Protection During 2022 and 2023

BE IT RESOLVED, that the Village of Massena Board of Trustees hereby authorizes and directs Timothy J. Ahlfeld, as Mayor of the Village of Massena, to execute an Agreement with the Town of Massena for fire protection during 2022 and 2023 in accordance with the terms and conditions stated in said Agreement.

Dated: October 19, 2021

FIRE PROTECTION AGREEMENT

[JANUARY 1, 2022 - DECEMBER 31, 2023]

Between

TOWN OF MASSENA

Town Hall
Massena, New York 13662

VILLAGE OF MASSENA

Town Hall
Massena, New York 13662

WHEREAS, there has been duly established in the Town of Massena, a fire protection district known as the "TOWN OF MASSENA FIRE PROTECTION DISTRICT," hereinafter called "DISTRICT," embracing that portion of the Town adjacent to the Village of Massena more fully described in the resolution establishing the district and duly adopted by the Town Board on July 25, 1944; and

WHEREAS, the parties have contracted on an annual basis for fire protection to the DISTRICT since 1984; and

WHEREAS, the parties wish to continue to contract for fire protection, and have concurred on all terms of the agreement; and

WHEREAS, this contract has been duly authorized by the Town Board of the Town and the Board of Trustees of the Village;

NOW, THEREFORE:

- [1] Effective January 1, 2022, the Town engages the Village to furnish fire protection services to the DISTRICT.
- [2] The Village agrees to furnish fire protection services to the DISTRICT in the following manner: The Village Fire Department shall be subject to call for attendance at any fire occurring in the DISTRICT. When notified by alarm or telephone call from any person within the DISTRICT the Department shall respond and attend the fire without delay with one or more companies and with suitable water, pumping and hose apparatus. Upon arrival at the scene of the fire, the firemen attending shall proceed diligently and in every reasonable way to extinguish the fire, and save life and property.
- [3] In consideration of the Village furnishing fire protection services, the Town shall pay the Village the following sum:
 - a. For the Year 2022: Ninety-Nine Thousand Nine Hundred Thirty-Seven Dollars and Fifty Cents (\$99,939.50);
 - b. For the Year 2023: One Hundred Thousand Nine Hundred Thirty-Eight Dollars and Ninety Cents (\$100,938.90).

FIRE PROTECTION AGREEMENT BETWEEN TOWN AND VILLAGE OF MASSENA

January 1, 2022 -December 31, 2023

Page 2

- [4] The town agrees to make all payments due under this contract on or before the 31st day of May of each year.
- [5] The Village agrees that it will have available at all times a fire truck capable of properly rendering fire protection to the rural areas in the DISTRICT.
- [6] The Village agrees that it will at all times furnish fire protection to the DISTRICT comparable to the fire protection now being afforded by the Massena Fire Department, Inc., to the Village of Massena, New York.
- [7] The Village agrees that it will furnish 'flight standby' services to the Town of Massena Airport as required by the Federal Aviation Administration and the Town of Massena Operation Procedures, Policies, and Guidelines. Flight Standby is defined as physically manning the Airport Fire Truck for a predetermined amount of time prior to arriving flights and after departing flights as required by the FAA regulations.

It is understood that the Town of Massena will request standby coverage for arriving and departing flights based on the needs and schedule of airport operational personnel. This may be in the form of a regular standard schedule or periodic standby requests. The Town of Massena agrees to reimburse the Village of Massena for any costs incurred for flight standby such as additional straight (over regularly scheduled hours) or overtime wages, travel costs, special training costs, etc. incurred by the Village of Massena or the Massena Fire Department, Inc. The Village of Massena will submit these costs to the Town on a monthly basis.

It is further understood by the Town of Massena and the Village of Massena that this provision may need to be revised or renegotiates as the regulations and needs of the airport evolve.

- [8] The Town agrees to supply a fire truck, to be housed at the Town of Massena Airport, capable of rendering fire protection to the Town of Massena Airport. The Town of Massena will be responsible for all costs of operation, maintenance, and equipment required to make, and keep the fire truck ready to respond to emergencies.

Further, it is agreed the Village of Massena Fire Fighters/Drivers will have the responsibility of testing and operation of the Town of Massena fire truck unless directed otherwise by the Town. The Village of Massena Fire Department will operate the Town of Massena Fire Truck on a weekly basis and for scheduled training to ensure readiness in the event of an emergency. The Village of Massena Fire Department Foreman will immediately notify the Town of Massena Highway Superintendent of any deficiencies. A log of testing/operation and notification of deficiencies shall be kept by the Fire Department Foreman at the Massena Fire Department.

- [9] Members of the Fire Department of the Village, while engaged in the performance of their duties in answering, attending upon or returning from any call provided by this agreement shall have the same rights, privileges and immunities as if performing the same in the Village of Massena, New York, and will be covered under compensation insurance by the Village of Massena, New York.
- [10] This agreement shall continue for a period of two (2) years from January 1, 2021 and terminate on December 31, 2022.

FIRE PROTECTION AGREEMENT BETWEEN TOWN AND VILLAGE OF MASSENA

January 1, 2021 -December 31, 2022

Page 3

[11] The Massena Volunteer Fire Department, Inc., hereby consents to the execution of this Contract pursuant to provision of 209-d of the General Municipal Corporation Law.

[12] The Town and Village respectively specifically reserve the right to terminate the Contract on thirty days written notice to the other in the event of unforeseen circumstances which involuntarily result in the decrease in the taxable assessment and/or increases in population and/or development outside the scope of that contemplated by this Contract at the time it is entered into.

IN WITNESS WHEREOF the parties hereto have caused this Agreement to be executed by their duly authorized officers and their corporate seals to be affixed as of the day and year first above written.

TOWN OF MASSENA:

VILLAGE OF MASSENA:

Steven O'Shaughnessy, Town Supervisor

Timothy J. Ahlfeld, Village Mayor

- S E A L -

- S E A L -

ATTEST:

ATTEST:

Jeannine Brouse, Town Clerk

Monique N. Chatland, Village Clerk

MASSENA FIRE DEPARTMENT, INC.:

Paul Brownell, Fire Chief