

**Village of Massena**  
**BOARD OF TRUSTEES MEETING**  
**AGENDA**

**October 20, 2020**

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 (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)

[3] INITIAL PUBLIC COMMENT PERIOD

[4] Old Business

Discussion: Chap. 300 (Zoning), Metal Storage Containers

[5] New Business

- A. Proposed Resolution: Authorize Subrecipient Agreement with Massena Housing Authority for Administration of NYS CDBG Public Facilities Grant
- B. Proposed Resolution: Authorize Submission of 2020/2021 Court Assistance Grant Program Application
- C. Discussion: Sale of Surplus Property (13, 13 ½ Main Street)
- D. Authorization to Conduct Surplus Sale at Department of Public Works
- E. Resignation: David Labelle, Village of Massena Zoning Board of Appeals (eff. 09/30/2020)
- F. Resignation: John O'Brien, Motor Equipment Operator (eff. 10/18/2020)
- G. Appointment: Bill Favreau, Water Department Assistant Foreman (Interdepartmental Movement)
- H. Appointment: Sean Castle, Backhoe Operator (Interdepartmental Movement)
- I. Authorization to Hire Motor Equipment Operator
- J. Proposed Resolution: Authorize Expansion of Residency Requirement for Certain Appointed Village Officers
- K. Appointment (Provisional): Alyssa Wilson, Account Clerk (eff. 11/04/2020)
- L. Appointment: Trista Drake, Part-Time Deputy Village Clerk (eff. 10/26/2020)
- M. Proposed Resolution: Renew Boiler & Machinery Insurance Policy (Dec. 19, 2020 – Dec. 19, 2021)

[6] Voucher Warrants

[7] Monthly Reports

Massena Volunteer Fire Department Inc. (September 2020)  
Massena Perm. Firefighters / Village of Massena Code Enforcement Office (September 2020)

[8] Communications / Correspondence

[9] CLOSING PUBLIC COMMENT PERIOD

[10] Adjournment

REMINDER – NEXT MEETING

(Tues.) November 17, 2020, 5:30 p.m.

*Village of Massena*  
*Treasurer's Report*  
 October 20, 2020

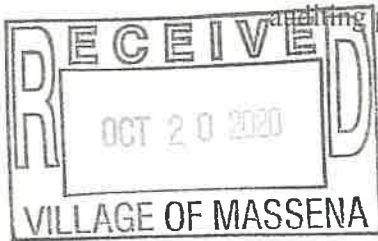
**INFORMATION**

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

2020/2021	Revenue	% Collected	Expense	% Spent	Net Favorable (Unfavorable)
General Fund	6,220,888	64.93%	3,145,655	31.84%	3,075,233
Refuse Fund	266,434	21.34%	461,164	35.59%	(194,730)
Water fund	553,740	26.94%	656,963	30.23%	(103,223)
Sewer Fund	476,564	26.48%	561,747	29.34%	(85,183)
Joint Rec	185,951	20.06%	410,003	40.92%	(224,052)
	7,703,576		5,235,531		

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 \$43,139.88 principal and \$6,019.94 interest, leaving a remaining balance of \$184,285.
3. The Comptroller's Office has issued an estimated retirement invoice for the 2020-2021 budget year. This is the payment which would be due in February 2021 (we would use the December 2020 payment option). For the Employees' Retirement System (ERS) it is \$460,580, a .6% increase compared to last year's actual bill, and for the Police & Fire Retirement System (PFRS) the estimated bill is \$425,663, a 6.1% 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, 2019 to March 31, 2020, a variable that is subject to change according to the System.
4. 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.



**ACTION**

5. **Budget Amendments:** The Joint Recreation Director is requesting to account for receiving reimbursement from NYPA for the cost of parking lot sealing by increasing the budget for the expense 500-7140-400-712-00 for \$9,775 and increasing the budget for the revenue 500-2390-000-010-00 for \$9,775.

§ 300-4

**Definitions.**

As used in this chapter, the following terms shall have the meanings indicated:

**ADD:**

**Metal shipping container**- A standardized reusable steel box used for the storage and movement of materials and products within a freight transport system.

§ 300-5

Residential A District R-A.

The purpose of this district is to maintain and to protect the integrity of single-family residential areas and compatible public uses by requiring lot and building standards and prohibiting the intermixture of single-family dwellings with incompatible uses.

A. Principal uses permitted (limited to not more than one of the following specified purposes):

- (1) One-family dwelling.
- (2) Municipally owned parks and/or recreational areas.

B. Accessory structures permitted:

- (1) Covered storage for firewood.
- (2) Doghouse.
- (3) Gazebo or screened enclosure.
- (4) Greenhouse.
- (5) Heat pump, ground, water and/or air-to-air.

**ADD: (6) Metal shipping Container(see 300-8)**

- (7) Playhouses.
- (8) Residential garages.
- (9) Tool/storage building.
- (10) Wading/swimming pools.

§ 300-6

Residential B District R-B.

The purpose of this district is to maintain and protect the integrity of residential areas designed to accommodate a mixture of single- and two-family structures and compatible public uses by requiring lot and building standards and prohibiting the intermixture of single- and two-family dwellings with incompatible uses.

A. Principal uses permitted (limited to not more than one of the following specified purposes):

- (1) One-family dwelling.

- (2) Two-family dwelling.
- (3) Municipally owned parks and/or recreational areas.

B. Special uses permitted after site plan review:

- (1) Community center.
- (2) Day-care center (for not more than eight children).
- (3) Place of worship.

C. Accessory structures permitted:

- (1) Covered storage for firewood.
- (2) Doghouse.
- (3) Gazebo or screened enclosure.
- (4) Greenhouse.
- (5) Heat pump, ground, water and/or air-to-air.
- ADD (6) Metal shipping Container(see 300-8)**
- (7) Playhouses.
- (8) Residential garages.
- (9) Tool/storage building.
- (10) Wading/swimming pools.

§ 300-7

Residential C District R-C.

The purpose of this district is to maintain and protect the integrity of multiple residential areas by requiring lot and building standards and prohibiting the intermixture of single-, two-family and multiple residences with incompatible uses.

A. Principal uses permitted (limited to not more than one of the following specified purposes):

- (1) One-family dwelling.
- (2) Two-family dwelling.
- (3) Municipally owned parks and/or recreational areas.

B. Special uses permitted after site plan review:

- (1) Multiple dwelling.
- (2) Community center.
- (3) Day-care center (for not more than 12 children).
- (4) Place of worship.
- (5) Health care facility.
- (6) Mobile home park.
- (7) Rooming house.

C. Accessory structures permitted:

- (1) Covered storage of firewood.
- (2) Doghouse.
- (3) Gazebo or screened enclosure.
- (4) Greenhouse.
- (5) Heat pump, ground, water and/or air-to-air.

**ADD (6) Metal shipping Container(see 300-8)**

(7) Playhouses.

(8) Residential garages.

(9) Tool/storage building.

(10) Wading/swimming pools.

§ 300-8 Additional standards for all residential districts.

ADD new language

**G. Metal shipping containers shall not be permitted on any residential lot for more than 90 days in one calendar year. Metal shipping containers are not permitted in any village right of way.**



# VILLAGE OF MASSENA

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

## PROPOSED RESOLUTION

### **Authorizing Subrecipient Agreement with the Massena Housing Authority for the Administration and Program Delivery Services for the 2019 Community Development Block Grant Public Facilities Program**

**WHEREAS**, the Village of Massena seeks to enter into a Subrecipient Agreement with the Massena Housing Authority (MHA) for technical services for its 2019 New York State Community Development Block Grant Public Facilities Program for the purpose of Program Delivery and Grant Administration Services; and

**NOW, THEREFORE, BE IT RESOLVED**, that Mayor Timmy J. Currier is hereby authorized and directed to execute the above referenced Subrecipient Agreement with the Massena Housing Authority.

**Dated:** October 20, 2020



# VILLAGE OF MASSENA

Town Hall Building • 60 Main Street  
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## PROPOSED RESOLUTION

### **Authorize Submission of 2020/2021 Court Assistance Grant Program Application**

**WHEREAS**, the opportunity is available to eligible communities to request funding assistance from the State of New York Unified Court System through the 2020/2021 Justice Court Assistance Program, which is authorized to provide assistance for villages and towns in the operation of their Justice Courts;

**NOW, THEREFORE, BE IT RESOLVED**, that the Village of Massena Board of Trustees hereby authorizes the Village of Massena Justice Court Office to apply for a JCAP grant in the 2020/21 grant cycle up to \$30,000.

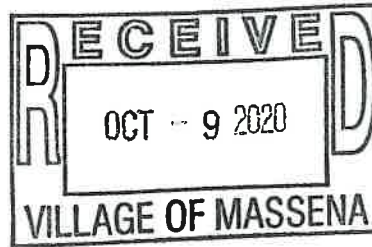
**DATED:** October 20, 2020



Village of Massena  
DEPARTMENT OF PUBLIC WORKS

# Memo

To: Mayor and Board  
From: Hassan A. Fayad, P.E.  
Date: 10/9/2020  
Re: Surplus Sale - 2020



At this time, I am requesting board approval to liquidate surplus equipment via Auction, EBAY and/or local bidding, for the equipment indicated on the attached pages.

There are several criteria that must be fulfilled if using and prior to selling items on EBAY. One of which shall be to obtain fair and adequate consideration of the property<sup>1</sup>. This figure shall be used as a benchmark to the sale price.

Most of the equipment listed has no value to the Village. There are few items that are operational or require minimal work to get operational yet may currently have some salvage value. We should liquidate those items before they lose any more market worth. Any parts that we are able to use have been stripped and the remaining pieces have been placed on the selling block.

With your approval, I shall begin the process immediately.

1 - (see NYCOM bulletin 26 May-June 2004)



SURPLUS EQUIPMENT - Auctions Intl.

VILLAGE ID #	12
YEAR	1999
DESCRIPTION	<i>Dodge Ram 2500 Pickup, Automatic Transmission, 5.9 Liter, 8-Cyl, Gas, Red, Dual Axle</i>
SERIAL NUMBER	<i>3B6KF2623XM557683</i>
CONDITION	<i>Transmission Slip, Poor Shifting, Suspension Worn</i>
MILAGE/HOURS	<i>117,128 miles</i>
MISCELLANEOUS	<i>Frame Rotted, Body Rotted</i>
VILLAGE ID #	10
YEAR	2001
DESCRIPTION	<i>Chevrolet 1500 Pickup, Automatic Transmission, 4.8 Liter, 8 cyl, Gas, Red, 2 wheel drive</i>
SERIAL NUMBER	<i>1GCEC19V61Z267190</i>
CONDITION	<i>Frame Rotted and Cracked, Brake Lines Rotted, Leaking Fuel</i>
MILAGE/HOURS	<i>115,833 miles</i>
MISCELLANEOUS	<i>Suspension Worn, Body Rotted, Dented and Scraped</i>
VILLAGE ID #	25
YEAR	1994
DESCRIPTION	<i>Ford F800 Cab and Chassis, 7.8 L, Cummings, 6 cyl., Diesel, Auto Trans, Single Axle, 2WD</i>
SERIAL NUMBER	<i>1FDYK84E5RVA19365</i>
CONDITION	<i>Not Operational, Frame Rotted, Parts Stripped</i>
MILAGE/HOURS	<i>118,769 miles</i>
MISCELLANEOUS	<i>Frame rotted, Parts stripped</i>
VILLAGE ID #	35
YEAR	1991
DESCRIPTION	<i>Ford F350 Stake Rack, Stnd. Transmission, Single Axle, 2WD</i>
SERIAL NUMBER	<i>2FDJF37HXMCA96360</i>
CONDITION	<i>Suspension and Frame Worn, Frame Rotted, No Brakes, Flat Tires, Body Rotted, Vehicle Will Start w/Boost</i>
MILAGE/HOURS	<i>40,384 miles</i>
MISCELLANEOUS	<i>Interior is Fair, Torn/Worn Seat</i>
VILLAGE ID #	51
YEAR	2006
DESCRIPTION	<i>Ford Crown Victoria 4D Sedan, Auto. Trans., 4.6L 8 cyl., Gas</i>
SERIAL NUMBER	<i>2FAMP71W26X161251</i>
CONDITION	<i>Not Operational - Frame Rotted, Suspension Worn, Transmission Issues</i>
MILAGE/HOURS	<i>123,133 miles</i>
MISCELLANEOUS	<i>Interior is Fair, Worn Due to Age, Stained But No Tears</i>
VILLAGE ID #	65
YEAR	1985
DESCRIPTION	<i>Ford F350 Flatbed, Red, 4.9L 6 Cyl. Gas, 2WD</i>
SERIAL NUMBER	<i>2FDJF37Y8FCA22552</i>
CONDITION	<i>Frame Rotted &amp; Cracked, Suspension &amp; Steering Components Worn, Seals Leaking</i>
MILAGE/HOURS	<i>28,791 miles</i>
MISCELLANEOUS	<i>Body Corroded, Interior is Worn</i>
VILLAGE ID#	58
YEAR	1978
DESCRIPTION	<i>Royer 365 Shredder, Engine-White 4 Cyl Diesel</i>
SERIAL NUMBER	<i>365-78-399</i>
CONDITION	<i>Worn and Corroded, Bearings Worn</i>
MILAGE/HOURS	<i>Unknown</i>
MISCELLANEOUS	<i>Used to develop topsoil</i>

SURPLUS EQUIPMENT - Auctions Intl.

VILLAGE ID #	52
YEAR	1969
DESCRIPTION	<i>Caterpillar 12F Grader, 6 Cyl. Diesel, 2WD</i>
SERIAL NUMBER	<i>33K292T</i>
CONDITION	<i>Engine Starts, Mold Board Welded and Rigid, Brakes Work On One Side</i>
MILAGE/HOURS	<i>Unknown</i>
MISCELLANEOUS	<i>Glass Broken, Floor in Cab Rotted, Guages Do Not Work</i>
VILLAGE ID #	
YEAR	
DESCRIPTION	
SERIAL NUMBER	
CONDITION	
MILAGE/HOURS	
MISCELLANEOUS	
VILLAGE ID #	
YEAR	
DESCRIPTION	
SERIAL NUMBER	
CONDITION	
MILAGE/HOURS	
MISCELLANEOUS	
VILLAGE ID #	
YEAR	
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MILAGE/HOURS	
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VILLAGE ID #	
YEAR	
DESCRIPTION	
SERIAL NUMBER	
CONDITION	
MILAGE/HOURS	
MISCELLANEOUS	
VILLAGE ID #	
YEAR	
DESCRIPTION	
SERIAL NUMBER	
CONDITION	
MILAGE/HOURS	
MISCELLANEOUS	



# VILLAGE OF MASSENA

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## PROPOSED RESOLUTION

### **AUTHORIZE EXPANSION OF RESIDENCY REQUIREMENTS FOR CERTAIN APPOINTED VILLAGE OFFICERS**

**WHEREAS**, the Village of Massena Board of Trustees rescinded the residency requirement for Village employees in 2011; and

**WHEREAS**, the Village of Massena Board of Trustees understands the residency requirements for Village officers set forth in Article 3 of the Village Law of the State of New York and Section 3 of the Public Officers Law; and

**WHEREAS**, the Village of Massena Board of Trustees finds that the above referenced laws are unnecessary and overly restrictive for certain appointive Village offices, may prevent the selection of the most highly qualified candidates and due to the small geographical size of the Village, the pool from which to select qualified prospective officers is limited; and

**WHEREAS**, the Village of Massena Board of Trustees desires to appoint the most capable individuals as officers of the Village, especially for positions that require a specialized background and expertise in a particular field such; and

**NOW, THEREFORE BE IT RESOLVED**, the Village of Massena Board of Trustees does hereby wish to expand the residency requirements of an appointive Village office so that the Deputy Village Tax Collector(s) need not reside in the Village of Massena but said officer must reside within St. Lawrence County pursuant to Article 3 of the Village Law of the State of New York and Section 3 of the Public Officers Law.

**Dated:** October 20, 2020



# VILLAGE OF MASSENA

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## PROPOSED RESOLUTION

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

(December 19, 2020 – December 19, 2021)

**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, 2020, through December 19, 2021, as detailed in the proposal dated October 13, 2020; 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: October 20, 2020