

Village of Massena
BOARD OF TRUSTEES MEETING
AGENDA

November 17, 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: Proposed Resolution: Return of Tax Roll to St. Lawrence County
- 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
Establish Public Hearing Date/Time: Chap. 300 (Zoning), Metal Storage Containers
- [5] New Business
A. Authorization to Canvas Police Department Lieutenant
B. Authorization to Hire: Josh Tremblay, Motor Equipment Operator
C. Authorization to Advertise: Motor Equipment Operator
D. Proposed Resolution: Authorization to Execute SLC Snow & Ice Control Agreement
- [6] Voucher Warrants
- [7] Monthly Reports
Massena Volunteer Fire Department Inc. (October 2020)
Massena Perm. Firefighters / Village of Massena Code Enforcement Office (October 2020)
- [8] Communications / Correspondence
COVID-19 Pandemic
- [9] CLOSING PUBLIC COMMENT PERIOD
- [10] Adjournment

REMINDER – NEXT MEETING

(Tues.) December 15, 2020, 5:30 p.m. (Annual Organizational Meeting)

Village of Massena
Treasurer's Report
 November 17, 2020

INFORMATION

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

2019/2020	Revenue	% Collected	Expense	% Spent	Net Favorable (Unfavorable)
General Fund	6,439,574	67.22%	3,874,904	39.22%	2,564,670
Refuse Fund	372,034	29.80%	544,792	42.05%	(172,758)
Water fund	755,040	36.73%	783,012	36.03%	(27,973)
Sewer Fund	612,055	34.01%	671,621	35.08%	(59,566)
Joint Rec	315,190	33.65%	490,209	48.46%	(175,019)
	<u>8,493,893</u>		<u>6,364,539</u>		

Year-end projection spreadsheets have been updated through October and have been distributed to the Board and Department Managers.

- Tax collection through the end of our collection period brought in \$5,970,290 or 92.35% of the total amount due. This compares to 92.35% last year. We are returning unpaid taxes in the amount of \$494,232.93 on 337 parcels to the County Treasurer for collection. The amount of interest and fees owed is \$35,332.63; therefore, we will be receiving a payment of \$529,565.56 from the County in February. This compares to \$522,818.44 received last year on 314 parcels. I placed copies of the unpaid roll in your mailboxes for your review and the official resolution returning the roll to St. Lawrence County is included under this evening's action items.
- The Comptroller's Office has sent out our pension system bills for the current budget year. The amounts due December 15th are \$460,580 for the Employees' Retirement System (a .6% decrease from a year ago) and \$425,663 for the Police & Fire Retirement System (a 6.1% increase from a year ago). By utilizing the prepayment option of paying the invoices by December 15, we will save the Village \$7,318 (\$3,803 & \$3,515 respectively).
- Sales Tax received from the County this month, for our first quarter, was \$594,944. This is a \$65,855 (12.45%) increase over the same period last year. We have budgeted \$1,975,000.
- The Village completed the refunding of the 2007 USDA Rural Development Bonds at a closing rate of 1.92%. The amount saved over the remaining term is \$189,262. The bonds will be satisfied in 2036.
- We made the semi-annual interest payment on the Water Treatment Plant Upgrade serial bond, in the amount of \$27,000, on October 15. Our final payment on this bond will be April 2026.
- The GASB 34 Statements and footnotes are completed for our auditors. The MD&A portions will be completed by the end of the November. Seyfarth and Seyfarth, CPAs will conduct the internal controls portion of our audit on November 18 and 19. They will be returning in December to perform the financial portion of the audit.



ACTION

8. **Engagement Letter – Village Audit:** Seek Authorization for the Mayor to sign a letter of agreement with Seyfarth & Seyfarth, CPAs to conduct the annual audit of the financial statements for the Village of Massena for the fiscal year ending 5/31/2020. (The estimated fee is \$15,900).
9. **Engagement Letter – Justice Court Audit:** Seek authorization for the Mayor to sign a letter of agreement with Seyfarth & Seyfarth, CPAs to conduct the annual review of the Village Justice Court's records, as is required by Section 2019-a of the Uniform Justice Court Act. (The estimated fee is \$1,350).

10. **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 2020-2021 Tax Warrant ended on September 30, 2020, and

WHEREAS there remained an amount of \$494,232.93 in unpaid taxes and an additional amount of \$35,332.63 in interest and fees due to the Village of Massena on 337 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 2020-2021 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

Authorization to Execute St. Lawrence County Snow and Ice Control Agreement (2020-2021 Snow Season)

BE IT RESOLVED that Mayor Timmy J. Currier is hereby authorized and directed to execute the Agreement to Extend the Snow and Ice Control Agreement Between St. Lawrence County and the Village of Massena for the 2020-2021 snow season.

Dated: November 17, 2020