

AGENDA
ORGANIZATIONAL MEETING OF THE MASSENA TOWN BOARD
JANUARY 4, 2022 @ 5:30 pm

1. Call to Order and Pledge of Allegiance
2. Officials to Take Oath of Office – Swearing in by Justice Eric Sharlow
 - a. Sue Bellor, Town Supervisor
 - b. Patrick Facteau, Town Board Member
 - c. Adrian Taraska, Town Board Member
 - d. Jeannine L. Brouse, Town Clerk
 - e. Joseph Brown, Town Justice
3. New Board Member to Replace Sue Bellor
 - a. Appointment
 - b. Oath of Office
4. Appointments by Supervisor
 - a. Deputy Supervisor
 - b. Bookkeeper/Secretary
 - c. Massena Electric Utility Board Chair
5. Appointments to Massena Town Boards of Managers
 - a.... Business Development Corporation
..... Appoint Carol Fenton (3-Year Term, exp. 12/31/24)
..... Appoint TBA (exp 12/31/23) **Joint Appointment**
 - b. ... Massena Public Library:..... Reappoint Joe Savoca (5-Year Term, exp. 12/31/26)
..... Appoint Susan Gray (unexpired term, exp 12/31/25)
 - c.... Massena Electric Utility Board:.... Reappoint John Bogosian (5-Year Term exp. 12/31/26)
 - d. .. Cultural Centre and Museum:..... Appoint Tim LaRose (5-Year Term, exp 12/31/26)
..... Appoint Julie Paquin (5-Year Term, exp 12/31/26)
..... Reappoint Joe Macaulay (5-Year Term, exp 12/31/26)
 - e.... Planning Board:..... Reappoint Shawn Burke (5-Year Term exp. 12/31/26)
 - f. ... Zoning Board..... Appointment TBA (5-Year Term, exp 12/31/26)
..... Reappoint John LePage (5-year Term, exp 12/31/26)
..... Reappoint Ben Murtagh (5-Year Term, exp 12/31/26)
..... One Vacancy (exp 12/31/23)
 - g.... Rescue Squad:..... Reappoint Nancy Fregoe (5-Year Term, exp 12/31/26)
 - h. .. Ethics Board:..... Appointments TBA
6. ..Appointing Eric Gustafson as Massena Town Attorney and Authorizing Supervisor to Execute a Retainer Agreement for Legal Services with the Town Attorney..... 1

7. Board Liaison and Committee Assignments:
 - a.... Library Liaisons.....
 - b. ...Joint Recreation Liaisons.....
 - c.... Massena Electric Liaisons.....
 - d. ...Museum/Culture Center Liaisons.....
 - e.... Rescue Squad Liaisons.....
 - f. ... Business Development Corporation Liaisons.....
 - g.... Chamber of Commerce Liaison.....
 - h. ... Highway Committee.....
 - i.... Airport Committee.....
 - j.... Audit Committee.....
 - k.... Personnel Committee.....
 - l.... NYPA.....
 - m. . Ethics Committee.....
 - n. ... Fishing/Tourism.....

8. Establishing Schedule of Regular Town Board Meetings as the Third Wednesday of each Month at 5:30 PM (exc July, August and September meetings begin at 4:30 PM)

January 19, 2022	July 20, 2022
February 16, 2022	August 17, 2022
March 16, 2022	September 21, 2022
April 20, 2022	October 19, 2022
May 18, 2022	November 16, 2022
June 15, 2022	December 21, 2022

9. ..Renewing Town of Massena Investment Policy.....2-4
10. Renewing Town of Massena Procurement Policy.....5-6
11. Renewing Town of Massena Drug and Alcohol Testing Policy.....7-11
12. Renewing Town of Massena Employment Discrimination and Harassment Policy.....12-16
13. Designating the Town Supervisor as the Town’s Compliance Officer
14. Designating the **North Country This Week**, **Courier-Observer**, and **Watertown Daily Times** as the Town of Massena’s Official Newspapers for the publication of all local law notices and other matters required by law to be published
15. Designating Town of Massena Official Banks and Authorizing Signators on Town Accounts.....17

16. Contracts with Town of Massena

a.... Hold Harmless Agreement with St. Lawrence County for Providing Services for the Town of Massena for the Year 2022..... 18

b. ...Joint Code Enforcement Office Agreement with Village of Massena (2022-2023)..... 19-21

c.... Fire Protection Agreement with Village of Massena (2022-2023)..... 22-24

d. ... Court Officer Agreement with Village of Massena..... 25

e.... Employee Assistance Agreement with Reachout of St. Lawrence County, Inc. for a One-Year Term Beginning January 1, 2022 and ending December 31, 2022..... 26-30

f. Authorizing Renewal of Contracts via Blanket Resolution

 i.... Massena Meals on Wheels..... 31

 ii.... Massena Senior Citizens..... 32

17. Appointments of Town Employees

a.... Deputy Town Clerk (Town Clerk Appointment)..... Natalie Sweatland

b. ...Deputy Registrar (Town Clerk Appointment)..... Natalie Sweatland

c.... Marriage Officer (exp 12/31/2022)..... Natalie Sweatland

d. ... Justice Court Clerk..... Christina Barber

e.... Receiver of Taxes..... Taya Pryce

f. ... Deputy Receiver of Taxes..... Renelle Ryan

g.... Second Deputy Receiver of Taxes..... Brenda Mossow

h. ... Town Historian..... Mary Ellen Casselman

i.... Town Archivist..... Linda McDonald

j.... Superintendent of Highways..... Frank Diagostino

k.... Superintendent of Maintenance / Buildings & Grounds..... Frank Diagostino

l.... Airport Manager..... Frank Diagostino

m. . Maintenance..... Austyn Allen

18. Establishing the Standard Workday for the Town of Massena for the Year 2022: 7.5 hours per day for Town Hall Employees; 8.0 hours per day for Airport and Highway Departments

19. Resolution Authorizing Temporary Suspension of Annual Renewal Requirements for Senior Citizens and Persons with Disabilities/Limited Incomes Pursuant to §467 and §459-c of Real Property Tax Law..... 33

20. Announcement of Next Regular Board Meeting: January 19, 2022 at 5:30 PM, Town Hall.