MINUTES OF THE ORGANIZATIONAL TOWN BOARD MEETING, TOWN OF MASSENA, HELD ON WEDNESDAY, JANUARY 7TH, 2015 AT 5:30 PM

PRESENT: SUPERVISOR JOSEPH D. GRAY
            COUNCILMAN ALBERT NICOLA
            COUNCILMAN JOHN MACAULAY
            COUNCILMAN SAMUEL CARBONE JR.
            COUNCILMAN THOMAS MILLER

ALSO PRESENT: BENNY FAIRCHILD, CO, NANCY FREGOE, FRANK DIAGOSTINO,
              TOWN EMPLOYEES, ROGER BENNETT, MVEU, AND TOM SULLIVAN – BDC.

RESOLUTION ___
The following motion was offered by Councilman Macaulay,
seconded by Councilman Nicola, and carried, TO RENEW INVESTMENT
POLICY. CARRIED 5-0

RESOLUTION ___
On a motion by Councilman Nicola, seconded by Councilman
Carbone, and carried, TO RENEW SUBSTANCE ABUSE POLICY. CARRIED 5-0

RESOLUTION ___
The following motion was offered by Councilman Carbone,
seconded by Councilman Macaulay, and carried, TO RENEW NON
DISCRIMINATION POLICY. CARRIED 5-0

RESOLUTION ___
On a motion by Councilman Nicola, seconded by Councilman
Carbone, and carried, TO APPOINT THE SUPERVISOR AS THE COMPLIANCE
OFFICER. CARRIED 5-0

RESOLUTION ___
The following motion was offered by Councilman Macaulay,
seconded by Councilman Nicola, and carried, TO NAME OFFICIAL
NEWSPAPERS (COURIER OBSERVER AND/OR WATERTOWN TIMES).
CARRIED 5-0

RESOLUTION ___
On a motion by Councilman Macaulay, seconded by Councilman
Carbone, and carried, AUTHORIZING TOWN OFFICIALS TO ATTEND THE
ASSOCIATION OF TOWNS MEETING IN NEW YORK ON FEB 15TH – 18th, 2015, AND
ALL EXPENSES INCURRED TO TRAVEL, LODGING, & MEALS TO BE PAID BY
THE TOWN OF MASSENA UPON REPRESENTATION OF ITEMIZED VOUCHERS
AT A REGULAR BOARD MEETING. CARRIED 5-0
SUPERVISOR SELECTED - COUNCILMAN CARBONE AS THE VOTING DELEGATE:

SUPERVISOR SELECTED - COUNCILMAN MILLER AS THE ALTERNATE DELEGATE:

RESOLUTION ____
The following motion was offered by Councilman Nicola, seconded by Councilman Miller, and carried, to authorize the Town Clerk or the Deputy Clerk to attend the Town Clerk’s conference and any educational seminars, and that the expenses incurred as to travel, lodging, & meals to be paid by the Town of Massena upon representation of itemized vouchers at a regular Board meeting, carried 5-0.

RESOLUTION ____
On a motion by Councilman Miller, seconded by Councilman Carbone, and carried, monthly meeting schedule for the 2015 calendar year - to meet the 3rd Wednesday of the month at 5:30 PM.

NOTICE OF REGULAR MEETINGS

Regular meeting of the Town Board of the Town of Massena are held the third Wednesday of each month at 5:30 P.M. at the Town Hall. In the event that such date is a legal holiday, the meeting will be held the next business day.

Please note any changes below ***

Dates of the meetings are as follows:

<table>
<thead>
<tr>
<th>Month</th>
<th>Date</th>
<th>Event Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>JANUARY</td>
<td>7th, 2015</td>
<td>ORGANIZATIONAL (Wednesday)</td>
</tr>
<tr>
<td>JANUARY</td>
<td>21st, 2015</td>
<td></td>
</tr>
<tr>
<td>FEBRUARY</td>
<td>25th, 2015</td>
<td>Assoc. of Towns mtg. – (2/15-2/18)</td>
</tr>
<tr>
<td>MARCH</td>
<td>18th, 2015</td>
<td></td>
</tr>
<tr>
<td>APRIL</td>
<td>15th, 2015</td>
<td></td>
</tr>
<tr>
<td>MAY</td>
<td>20th, 2015</td>
<td></td>
</tr>
<tr>
<td>JUNE</td>
<td>17th, 2015</td>
<td></td>
</tr>
<tr>
<td>JULY</td>
<td>15th, 2015</td>
<td></td>
</tr>
<tr>
<td>AUGUST</td>
<td>19th, 2015</td>
<td></td>
</tr>
<tr>
<td>SEPTEMBER</td>
<td>16th, 2015</td>
<td></td>
</tr>
<tr>
<td>OCTOBER</td>
<td>21st, 2015</td>
<td></td>
</tr>
<tr>
<td>NOVEMBER</td>
<td>18th, 2015</td>
<td></td>
</tr>
<tr>
<td>DECEMBER</td>
<td>16th, 2015</td>
<td></td>
</tr>
</tbody>
</table>

All meetings are open to the public.
RESOLUTION ___
The following motion was offered by Councilman Macaulay, seconded by Councilman Carbone, and carried, Official Banks (First Niagara, Key Bank, Community Bank, and the NBT Bank). Carried 5-0

RESOLUTION ___
On a motion by Councilman Nicola, seconded by Councilman Miller, and carried, Allow the Supervisor (or Deputy Supervisor in Supervisor’s absence) and Town Clerk (or the Deputy Clerk in Town Clerk’s absence) to use a check-writer to sign checks. (Logs of checks printed are to continue to be manually signed by both Supervisor & Town Clerk/or Deputy. Carried 5-0

RESOLUTION ___
The following motion was offered by Councilman Macaulay, seconded by Councilman Carbone, and carried, Establishing the standard workday resolution for the Town of Massena, Year 2015 @ 7.5 hours per day. Carried 5-0

RESOLUTION ___
On a motion by Councilman Macaulay, seconded by Councilman Carbone, and carried, Accepting the 2015 Salary Schedule as presented to the board based on the adopted budget. Signed copy will be at end of minutes. Carried 5-0

2015 salary schedule.docx
# TOWN OF MASSENA
## 2015 SALARY SCHEDULE

<table>
<thead>
<tr>
<th>EMPLOYEE</th>
<th>TITLE</th>
<th>2014 SALARY</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>ELECTED OFFICIALS:</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Joseph D. Gray</td>
<td>Supervisor</td>
<td>$15,500.00</td>
</tr>
<tr>
<td>Sam Carbone</td>
<td>Councilman</td>
<td>6,000.00</td>
</tr>
<tr>
<td>John Macaulay</td>
<td>Councilman</td>
<td>6,000.00</td>
</tr>
<tr>
<td>Albert Nicola</td>
<td>Councilman</td>
<td>6,000.00</td>
</tr>
<tr>
<td>Thomas Miller</td>
<td>Councilman</td>
<td>6,000.00</td>
</tr>
<tr>
<td>Gerald Sharlow</td>
<td>Town Justice</td>
<td>19,000.00</td>
</tr>
<tr>
<td>James Crandall</td>
<td>Town Justice</td>
<td>19,000.00</td>
</tr>
<tr>
<td>Georgette Davis</td>
<td>Town Clerk</td>
<td>41,762.98</td>
</tr>
<tr>
<td><strong>EMPLOYEES:</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Georgette Davis</td>
<td>Registrar</td>
<td>8,160.00</td>
</tr>
<tr>
<td>Pam Martel</td>
<td>Deputy Town Clerk</td>
<td>29,601.00</td>
</tr>
<tr>
<td>&quot;</td>
<td></td>
<td>3,622.50</td>
</tr>
<tr>
<td>Michael Ward</td>
<td>Assessor</td>
<td>58,831.40</td>
</tr>
<tr>
<td>Dora Richter</td>
<td>Court Clerk</td>
<td>34,242.00</td>
</tr>
<tr>
<td>Martha Granger</td>
<td>Asst. Court Clerk</td>
<td>10.00 pr/hr</td>
</tr>
<tr>
<td>Nancy Fregoe</td>
<td>Secretary/Bookkeeper</td>
<td>47,143.71</td>
</tr>
<tr>
<td>&quot;</td>
<td>Auditor</td>
<td>6,191.95</td>
</tr>
<tr>
<td>Taya Pryce</td>
<td>Rec. of Taxes &amp; Assessments</td>
<td>42,061.50</td>
</tr>
<tr>
<td>Margaret Demo</td>
<td>Deputy Tax Collector</td>
<td>36,523.50</td>
</tr>
<tr>
<td>Mary Ellen Casselman</td>
<td>Town Historian</td>
<td>7,614.17</td>
</tr>
<tr>
<td>Linda McDonald</td>
<td>Clerk/part-time @ Museum</td>
<td>$9.25 pr/hr</td>
</tr>
<tr>
<td>Sheila Benn</td>
<td>Senior Citizens Director</td>
<td>6,500.00</td>
</tr>
<tr>
<td>Frank Diagostino</td>
<td>Highway Superintendent</td>
<td>65,000.00</td>
</tr>
<tr>
<td>&quot;</td>
<td>Airport</td>
<td>10,000.00</td>
</tr>
<tr>
<td>&quot;</td>
<td>Straight time for</td>
<td>5,000.00 Maximum</td>
</tr>
<tr>
<td>&quot;</td>
<td>Snow over-time</td>
<td></td>
</tr>
<tr>
<td>James Beckstead</td>
<td>Building Maintenance</td>
<td>$20.09 pr/hr</td>
</tr>
<tr>
<td>Matthew Ayotte</td>
<td>Bldg. Maint. Library</td>
<td>$10.30 pr/hr</td>
</tr>
</tbody>
</table>
**AIRPORT EMPLOYEES:**

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Rate per Hour</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wayne Chase</td>
<td>Labor</td>
<td>23.16</td>
</tr>
<tr>
<td>Shawn Abrantes</td>
<td>Labor</td>
<td>19.32</td>
</tr>
<tr>
<td>Kyle Bigness</td>
<td>Labor</td>
<td>16.32</td>
</tr>
</tbody>
</table>

**HIGHWAY EMPLOYEES:**

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Rate per Hour</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jeffrey Kearns</td>
<td>M.E.O.</td>
<td>$25.24</td>
</tr>
<tr>
<td>Tim Germano*</td>
<td>M.E.O.</td>
<td>23.24</td>
</tr>
<tr>
<td>Richard LaChance</td>
<td>M.E.O.</td>
<td>23.24</td>
</tr>
<tr>
<td>James Deien</td>
<td>M.E.O.</td>
<td>23.24</td>
</tr>
<tr>
<td>Joseph Cordwell</td>
<td>M.E.O.</td>
<td>23.24</td>
</tr>
<tr>
<td>Gary Stiles</td>
<td>M.E.O.</td>
<td>23.24</td>
</tr>
<tr>
<td>Shawn Hubbard</td>
<td>M.E.O.</td>
<td>20.99</td>
</tr>
</tbody>
</table>

*when serves as foreman add $2.00 per hour
Add $1.00 per hour for all hours worked (to be added to their base wage) when on a shift schedule

**SEASONAL SUMMER EMPLOYEES**

<table>
<thead>
<tr>
<th>Category</th>
<th>Minimum Wage</th>
<th>Rate per Hour</th>
</tr>
</thead>
<tbody>
<tr>
<td>First Time Employees '15</td>
<td>$8.75</td>
<td>pr.hr.</td>
</tr>
<tr>
<td>Returning Employees '15</td>
<td>8.75</td>
<td>pr.hr.</td>
</tr>
</tbody>
</table>

**APPROVED BY:**

______________________________  ________________________
JOSEPH D. GRAY, SUPERVISOR           DATE

______________________________  ________________________
JOHN MACAULAY, COUNCILMAN           DATE

______________________________  ________________________
ALBERT NICOLA, COUNCILMAN           DATE

______________________________  ________________________
SAM CARBONE, COUNCILMAN             DATE

______________________________  ________________________
THOMAS MILLER, COUNCILMAN           DATE
### 2015 SALARIES

- Unionized staff salaries remain the same due to ongoing negotiations.

<table>
<thead>
<tr>
<th>Name</th>
<th>Hourly Wage</th>
<th>Hours Per Week</th>
<th>2015 Salary</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Elaine Dunne-Thayer</td>
<td>+ 2%</td>
<td>40</td>
<td>$61,617</td>
<td>FT- Director</td>
</tr>
<tr>
<td>Debbie Fuehring</td>
<td>$17.71</td>
<td>40</td>
<td>$36,837</td>
<td>FT-Library Assistant Adult Services</td>
</tr>
<tr>
<td>Mary Hall</td>
<td>$13.14</td>
<td>40</td>
<td>$27,331</td>
<td>FT – Interlibrary Loan Clerk</td>
</tr>
<tr>
<td>Alicia Smith</td>
<td>$13.92</td>
<td>40</td>
<td>$28,953</td>
<td>FT-Accounting Clerk</td>
</tr>
<tr>
<td>Samantha Page</td>
<td>$15.73</td>
<td>32</td>
<td>$24,539</td>
<td>PT-Library Assistant Youth Services</td>
</tr>
<tr>
<td>Gerrilyn Perry</td>
<td>$13.93</td>
<td>32</td>
<td>$23,180</td>
<td>PT-Ordering &amp; Processing Clerk</td>
</tr>
<tr>
<td>Sylvia Raymond</td>
<td>$13.14</td>
<td>25</td>
<td>$17,082</td>
<td>PT-Youth Services Clerk &amp; Outreach</td>
</tr>
<tr>
<td>Mae Niles</td>
<td>$13.14</td>
<td>32</td>
<td>$21,865</td>
<td>PT-Overdue Clerk</td>
</tr>
<tr>
<td>Kathy Bradish</td>
<td>$9.42</td>
<td>12wks x12hrs</td>
<td>$6,443</td>
<td>PT-Library Page, Children’s Services</td>
</tr>
<tr>
<td>Kathy Thomas</td>
<td>$9.42</td>
<td>12wksx10hrs</td>
<td>$5,652</td>
<td>PT-Library Page, Adult Services</td>
</tr>
<tr>
<td>Matt Ayotte</td>
<td>$10.30</td>
<td>40</td>
<td>$21,424</td>
<td>Custodian</td>
</tr>
<tr>
<td>Longevity Pay</td>
<td></td>
<td></td>
<td>$2,500</td>
<td></td>
</tr>
<tr>
<td>Overtime &amp; Substitutes</td>
<td></td>
<td></td>
<td>$5,000</td>
<td></td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td></td>
<td></td>
<td><strong>$282,423</strong></td>
<td></td>
</tr>
</tbody>
</table>
RESOLUTION____
THE FOLLOWING MOTION WAS OFFERED BY COUNCILMAN MILLER, SECONDED BY COUNCILMAN MACAULAY, AND CARRIED, TO AUTHORIZE THE FOLLOWING INDIVIDUALS TO COUNTERSIGN CHECKS AND OPENING BANK ACCOUNTS FOR THE TOWN OF MASSENA. THE TOWN BOARD AUTHORIZES ANY TWO SIGNATURES OF THE FOLLOWING POSITIONS: THE SUPERVISOR, TOWN CLERK, DEPUTY SUPERVISOR, OR DEPUTY TOWN CLERK IN THE TOWN CLERK’S ABSENCE. CARRIED 5-0

RESOLUTION____
ON A MOTION BY COUNCILMAN NICOLA, SECONDED BY COUNCILMAN MACAULAY, AND CARRIED AUTHORIZING HIGHWAY SUPERINTENDENT TO PURCHASE WITHOUT TOWN BOARD APPROVAL UP TO THREE THOUSAND DOLLARS- $3,000.00), CARRIED 5-0

RESOLUTION____
THE FOLLOWING MOTION WAS OFFERED BY COUNCILMAN MACAULAY, SECONDED BY COUNCILMAN MILLER, AND CARRIED, TO ACCEPTING THE PROCUREMENT POLICY WITH THE FOLLOWING CHANGES: CARRIED 5-0

Procurement Policy was changed on 2/14/05, then reviewed at the Organizational meeting each year. Procurement Policy was amended on 1/7/09 (to add the exceptions). Jan. 5, 2011 Town Board agreed to adopt the new procurement amounts currently adopted by the state in 2010 as follows:
The new competitive bidding thresholds are $20,000 for purchase contracts and $35,000 for public work contracts. These amounts are specified in General Municipal Law section 103.
Procurement policy is effected by Local Law #1-2012 which authorizes the Town Gov’t to award purchase contracts on the basis of “Best Value” rather than the lowest responsible bidder” standard.
Effective 1/7/15, amounts listed in item #3 were doubled.

RESOLUTION _____

PROCUREMENT POLICY

WHEREAS, Section 104-b of the General Municipal Law requires every town to adopt internal policies and procedures governing all procurement of goods and services not subject to the bidding requirements of GML, 103 or any other law; and

WHEREAS, comments have been solicited from those officers of the town involved with procurement;

NOW, THEREFORE BE IT RESOLVED that the Town of Massena does hereby adopt the following procurement policies and procedures:

1. Every prospective purchase of goods or services shall be evaluated to determine the applicability of GML 103. Every town officer, board, department head or other personnel with the requisite purchasing authority (herein after Purchaser) shall estimate the cumulative amount of items of supply or equipment needed in a given fiscal year. That estimate shall include the canvass of other town departments and past history to determine the likely value of the commodity to be acquired. The information gathered and conclusions reached shall be documented and kept with the file or other documentation supporting the purchase activity.

2. All purchases of a) supplies or equipment which exceed $20,000 in the fiscal year or b) Public works contracts over $35,000 shall be formally bid pursuant to GML, 103.
3. All estimated purchases of less than $20,000 but greater than $3,000 require a written request for a proposal and written / fax quotes from 3 vendors.

   Less than $6,000 but greater than $3,000 requires an oral request for the goods and oral/fax quotes from two vendors.

   Less than $3,000 but greater than $500.00 is left to the discretion of the purchaser.

   Any written request for proposal shall describe the desired goods, quantity and the particulars of delivery. The purchaser shall compile a list of vendors from whom written/fax/oral quotes offered.

   All information gathered in complying with the procedures of this guideline shall be preserved and filed with the documentation supporting the subsequent purchase of public works contract.

4. The lowest responsible proposal or quote shall be awarded the purchase or public works contract unless the Purchaser prepares a written justification providing reasons why it is in the best interest of the town and its taxpayers to make an award to other than the low bidder. If a bidder is not deemed responsible, facts supporting that judgment shall also be documented and filed with the record supporting the procurement.

5. A good faith effort shall be made to obtain the required number of proposals or quotations. If the Purchaser is unable to obtain the required number of proposals or quotations, the Purchaser shall document the attempt made at obtaining the proposals. In no event shall the inability to obtain the proposals or quotes be a bar to the procurement.

6. Except when directed by the town board, no solicitation of written proposals or quotations shall be required under the following circumstances:

   a) Acquisition of professional services;
   b) Emergencies;
   c) Sole Source situation
   d) Goods purchased from agencies for the blind or severely handicapped;
   e) Goods purchased from correctional facilities
   f) Goods purchased from another governmental agency;
   g) Goods purchased at auction;
   h) Goods purchase for less than $500.00
   I) Public works contracts for less than $500.00

7. This policy shall be reviewed annually by the town board at its organizational meeting or as soon thereafter as is reasonably practicable.

8. Whenever possible, every consideration should be given to making purchases from local vendors (Town of Massena). If the price is greater locally, but not significantly, local purchase is strongly recommended.

9. “Best Value” is defined as a basis for awarding contracts that optimize(s) quality, cost and efficiency, among responsive and responsible offerers and reflect(s) wherever possible, objective and quantifiable analysis. Added 8/15/12 by Town Board.

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RESOLUTION ___
The following motion was offered by Councilman Miller, seconded by Councilman Macaulay, and carried, **TO CONTRACT WITH ERIC GUSTAFSON OF PEASE & GUSTAFSON, LLP, AS TOWN ATTORNEY AT THE SALARY OF $150 PER HOUR PLUS INCIDENTAL COSTS LISTED IN CONTRACT. ATTORNEY WILL PROVIDE A WRITTEN CONTRACT WITH PROOF OF INSURANCE. CARRIED 5-0**

RESOLUTION ___
On a motion by Councilman Macaulay seconded by Councilman Carbone, and carried, **AUTHORIZING THE SUPERVISOR TO SIGN A HOLDING HARMLESS AGREEMENT WITH ST. LAWRENCE COUNTY. CARRIED 5-0**

RESOLUTION ___
The following motion was offered by Councilman Macaulay, seconded by Councilman Nicola, and carried, **TO RENEW THE FOLLOWING CONTRACTS (UNDER A BLANKET RESOLUTION) BASED ON 2015 ADOPTED BUDGET. CARRIED 5-0**

- RESCUE SQUAD
- LOUISVILLE RESCUE
- N. COUNTRY LIFE FLIGHT
- CHAMBER-SERVICE
- MEALS ON WHEELS
- HUMANE SOCIETY
- ALUMINUM HISTORICAL SOCIETY

RESOLUTION ___
On a motion by Councilman Macaulay seconded by Councilman Carbone, and carried, **TO RENEW THE EMPLOYEE ASSISTANCE PROGRAM WITH REACH OUT, EFFECTIVE 1/1/15-12/31/15 AT $3600 PER YEAR. CARRIED 5-0**

RESOLUTION ___
The following motion was offered by Councilman Nicola, seconded by Councilman Carbone, and carried, **TO USE MUNICIPAL INVESTORS SERVICE. CARRIED 5-0**

RESOLUTION ___
On a motion by Councilman Macaulay seconded by Councilman Carbone, and carried, **TO ACCEPT THE YEARLY APPOINTMENTS: (BY BLANKET RESOLUTION) CARRIED 5-0**

- DEPUTY REGISTRAR - PAMELA CATANZARITE
- DEPUTY TOWN CLERK - PAMELA CATANZARITE
- JUSTICE CLERK - DORA RICHTER
- ASSISTANT COURT CLERK - MARTHA GRANGER
SUPERVISOR GRAY MADE THE FOLLOWING APPOINTMENTS:

SECRETARY/BOOK KEEPER  NANCY FREGOE
DEPUTY SUPERVISOR  ALBERT NICOLA

LIAISONS/ COMMITTEES:

TOWN BOARD & LIBRARY  - COUNCILMEN NICOLA & CARBONE
TOWN BOARD & MUSEUM  - COUNCILMEN MILLER & CARBONE
TOWN BOARD & RECREATION  - COUNCILMEN NICOLA & MILLER
TOWN BOARD & MASSENA ELECTRIC  - COUNCILMEN NICOLA & CARBONE
TOWN BOARD & RESCUE SQUAD  - COUNCILMEN MACAULAY & MILLER
TOWN BOARD & HOSPITAL  - COUNCILMEN MACAULAY & SUPERVISOR GRAY
TOWN BOARD & MASSENA INDUSTRIAL DEVELOPMENT CORP.  - COUNCILMEN MACAULAY & CARBONE
TOWN BOARD & CHAMBER  - SUPERVISOR GRAY
HIGHWAY COMMITTEE  - COUNCILMAN NICOLA & SUPERVISOR GRAY
AIRPORT COMMITTEE  - COUNCILMAN NICOLA & SUPERVISOR GRAY
AUDIT COMMITTEE  - COUNCILMEN NICOLA & MACAULAY
BUDGET COMMITTEE  - ENTIRE TOWN BOARD
HIRING / JOB DESCRIPTION COMMITTEE – COUNCILMAN MILLER & SUPERVISOR

PERSONNEL COMMITTEE – COUNCILMAN MACAULAY & MILLER

NY POWER AUTHORITY LIAISON - COUNCILMAN NICOLA & SUPERVISOR

ST. REGIS MOHAWK TRIBAL LIAISON – SUPERVISOR GRAY

=====================================================================

TOWN BOARD APPOINTMENTS/ RE-APPOINTMENTS TO THE FOLLOWING BOARDS:

RESOLUTION ____
ON A MOTION BY COUNCILMAN MACAULAY, SECONDED BY COUNCILMAN NICOLA, AND CARRIED, TO RE-APPOINT THE FOLLOWING BOARD MEMBERS BY BLANKET RESOLUTION AS FOLLOWS; CARRIED 5-0

PLANNING BOARD – RE-APPT. DAVID GRANT-------EXPIRES----- 12/31/19 (5 YRS.)

ZONING BOARD - RE-APPT. ROBERT RUFA------- EXPIRES-------- 12/31/19 (5 YRS.)

MUSEUM BOARD - RE-APPT. JOSEPH SAVOCA----- EXPIRES --------12/31/19 (5 YRS.)

MED – RE-APPT. JAMES SHAW--------------------- EXPIRES------- 12/31/19 (5 YRS.)

BDC- RE-APPT. TOWN - DAVID LACLAIR----------- EXPIRES --------12/31/17 (3YRS.)
   RE-APPT. JOINT -CHRIS HERRICK---------- EXPIRES --------12/31/17 (3YRS.)

JOINT RECREATION - RE-APPT. JOHN HORAN------ EXPIRES -------12/31/14 (5 YRS.)

MVEU- REPLACE P. PEETS-W/DALE BEAULIEU-------EFF 1/7/15-12/31/19-- (5 YRS.)

=====================================================================

NO ACTION TAKEN TO THE FOLLOWING:

LIBRARY BOARD - EMILY HUTCHINSON----- EXPIRES ----- 12/31/14 (5 YRS.)

MVEU-PATRICK PEETS------------------------ EXPIRES------- 12/31/14 (5 YRS.)
   DANA PADUANO------------------- EXPIRES------- 12/31/18 (UNEXPIRED)

=====================================================================
SUPERVISOR APPOINTMENTS:

HOSPITAL BOARD - WILMHURST - OPEN ------ EXPIRES------- 12/31/13 (5 YRS.)

EDWARD FAY ----------------- EXPIRES -----12/31/14 (5 YRS.)

RE-APPT - TINA BUCKLEY --- EXPIRES ---12/31/19 (5 YRS.)

MED – CHAIRMAN-SUPERVISOR GRAY APPOINTED MR. SHAW

NEXT REGULAR TOWN BOARD MEETING – JANUARY 21ST, 2015 AT 5:30

RESOLUTION ____
The following motion was offered by Councilman Nicola, seconded by Councilman Carbone, and carried, to amend & accept the lease agreement between the Town of Massena and St. Lawrence–Lewis BOCES effective 1/1/2015-6/30/2015 @$300 per month, carried 5-0

RESOLUTION ____
On a motion by Councilman Macaulay, seconded by Councilman Carbone, and carried, to accept the memorandum of understanding by and between Teamsters Local 687, 6) add to hours of work article, regarding cameras in the Town Hall cannot be used for disciplinary purposes. Cameras and swipe card system may be used for purposes involving criminal acts, sexual harassment or violence in the workplace, carried 5-0

RESOLUTION ____
The following motion was offered by Councilman Nicola, seconded by Councilman Macaulay, and carried, to enter into a lump sum consultant agreement with C&S Companies for the design of the waterline replacement project @ maximum cost of $59 thousand dollars. Monies are to come out of fund balance. The board requested that monies come from the Capital (E. Massena fund), then set up a due to due fund to fund, when the project gets funded the money can be paid back. Carried 5-0

Councilman Macaulay explained that he spoke to Suzanne Cassidy, at the county chamber. They are behind in paperwork due to the enrollment period. Some retirees have had expenses. He further explained that they are covered if there is an emergency. For those employees with prescriptions, they will need to pay it up front, once they receive their cards, take them back to the pharmacy.
COUNCILMAN MACAULAY EXPLAINED THAT AT THE LAST MEETING THE BOARD APPROVED SETTING UP DEBIT CARDS WITH NBT FORTH RETIREEs INSURANCE NOW THE BOARD NEEDS TO APPROVE THE AMOUNT TO BE PUT ON THE DEBIT CARD.

RESOLUTION ____
The following motion was offered by Councilman Macaulay, seconded by Councilman Nicola, and carried, TO APPROVE $ THREE THOUSAND ON THE FAMILY RATED DEBIT CARDS AND $ FIFTEEN HUNDRED ON THE SINGLE RATE DEBIT CARD. THE BOARD WOULD MONITOR THE EXPENSES DURING THE YEAR, AND DETERMINE IF MORE MONEY NEEDS TO BE ADDED. CARRIED 5-0

ON A MOTION BY COUNCILMAN MACAULAY, SECONDED BY COUNCILMAN NICOLA AND CARRIED, TO ENTER INTO AN EXECUTIVE SESSION AT 6:10PM TO DISCUSS THE FINAL APPOINTMENT OF A AIRPORT EMPLOYEE, AND TO DISCUSS A CONTRACT. CARRIED 5-0

RESPECTFULLY SUBMITTED,

GEORGETTE L. DAVIS
MASSENA TOWN CLERK