

MINUTES

Organizational Town Council Meeting, Town of Massena

Date/Time: Monday, January 4, 2021 @ 5:30 PM

Location: Massena Town Hall

This meeting was Live Streamed on the Town of Massena Facebook page and Zoom..

ATTENDANCE:

MEMBER	PRESENT	ABSENT
Supervisor Steve O'Shaughnessy	X	
Councilman Albert Nicola	X	
Councilman Robert Elsner	X	
Councilman Samuel Carbone, Jr.	X (Remote)	
Councilwoman Susan Bellor	X	

ALSO PRESENT:

Natalie Sweatland, Deputy Town Clerk; Brenda Mossow Secretary/Bookkeeper; Frank Diagostino Highway Superintendent and Airport Supervisor.

The meeting was called to order at 5:42 PM.
The Supervisor led the Pledge of Allegiance.

Announcements / Notifications

- Appointments by the Supervisor:**
- Massena Electric Utility Board Chair: James Shaw
 - Bookkeeper/Secretary: Brenda Mossow
 - Deputy Supervisor: Samuel Carbone, Jr.

Resolution 1 - 2021

- Appointments to the Massena Town Boards of Managers:**
-**Business Development Corporation**..... Reappointment of Michael Besaw (term exp 12/31/23)
 -**Business Development Corporation**..... Reappointment of David LaClair (term exp 12/31/23)
 -**Massena Public Library**..... Reappointment of John Bain (term exp 12/31/25)
 -**Massena Rescue Squad**..... Appointment of Debra Willer (term exp 12/31/25)
 -**Massena Electric Utility Board**..... Reappointment of Richard Maginn (term exp 12/31/25)
 -**Cultural Centre and Museum**..... Appointment of Carol Fenton (term exp 12/31/21)
 -**Planning Board**..... Reappointment of Vance Fleury (term exp 12/31/25)

Motion by:	Councilwoman Bellor	Vote:			
Second by:	Councilman Nicola	Aye	Nay	Abstain	Absent
	Steve O'Shaughnessy	X			
	Albert Nicola	X			
	Susan Bellor	X			
	Samuel Carbone, Jr.	X			
	Robert Elsner	X			

Motion is Carried.

Resolution 2 - 2021					
Appointing Eric Gustafson as Massena Town Attorney and Authorizing the Supervisor to Execute a Retainer Agreement for Legal Services with the Town Attorney at a Rate of \$150 per hour plus incidental costs listed in the Retainer Agreement. Appointment is subject to Provision by the Town Attorney of Proof of Insurance					
Motion by:	Councilman Elsner	Vote:			
Second by:	Councilwoman Bellor	Aye	Nay	Abstain	Absent
	Steve O'Shaughnessy	X			
	Albert Nicola	X			
	Susan Bellor	X			
	Samuel Carbone, Jr.	X			
	Robert Elsner	X			
Motion is Carried.					

Supervisor's Board Liaison and Committee Assignments	
-Massena Public Library Liaisons.....	Bellor/Elsner
-Joint Recreation Liaisons.....	Elsner/Nicola
-Massena Electric Liaisons.....	Carbone/Nicola
-Museum Cultural Centre Liaisons.....	Carbone/Elsner
-Massena Rescue Squad Liaisons.....	Bellor/Elsner
-Massena BDC Liaisons.....	Bellor/Carbone
-Massena Chamber of Commerce Liaisons.....	Bellor
-Highway Committee.....	Carbone/Nicola
-Airport Committee.....	Carbone/Nicola
-Audit Committee.....	Bellor/Nicola
-Personnel Committee.....	Carbone/O'Shaughnessy
-NYPA.....	O'Shaughnessy

Resolution 3 - 2021					
Establishing Schedule of Regular Town Council Board Meetings as the Third Wednesday of each Month at 5:30 PM.					
January 20, 2021	July 21, 2021				
February 17, 2021	August 18, 2021				
March 17, 2021	September 15, 2021				
April 21, 2021	October 20, 2021				
May 19, 2021	November 17, 2021				
June 16, 2021	December 15, 2021				
Motion by:	Councilman Nicola	Vote:			
Second by:	Councilman Carbone	Aye	Nay	Abstain	Absent
	Steve O'Shaughnessy	X			
	Albert Nicola	X			
	Susan Bellor	X			
	Samuel Carbone, Jr.	X			
	Robert Elsner	X			
Motion is Carried.					

Resolution 4 - 2021				
Renewing Town of Massena Investment Policy				
Motion by:	Councilman Carbone	Vote:		
Second by:	Councilwoman Bellor	Aye	Nay	Abstain
	Steve O'Shaughnessy	X		
	Albert Nicola	X		
	Susan Bellor	X		
	Samuel Carbone, Jr.	X		
	Robert Elsner	X		
Motion is Carried.				

Resolution # 5 - 2021				
Renewing Town of Massena Procurement Policy				
Motion by:	Councilwoman Bellor	Vote:		
Second by:	Councilman Elsner	Aye	Nay	Abstain
	Steve O'Shaughnessy	X		
	Albert Nicola	X		
	Susan Bellor	X		
	Samuel Carbone, Jr.	X		
	Robert Elsner	X		
Motion is Carried.				

Resolution # 6 - 2021				
Renewing Town of Massena Drug and Alcohol Testing Policy				
Motion by:	Councilman Elsner	Vote:		
Second by:	Councilman Nicola	Aye	Nay	Abstain
	Steve O'Shaughnessy	X		
	Albert Nicola	X		
	Susan Bellor	X		
	Samuel Carbone, Jr.	X		
	Robert Elsner	X		
Motion is Carried.				

Resolution# 7 - 2021				
Renewing Town of Massena Employment Discrimination and Harassment Policy				
Motion by:	Councilman Nicola	Vote:		
Second by:	Councilman Carbone	Aye	Nay	Abstain
	Steve O'Shaughnessy	X		
	Albert Nicola	X		
	Susan Bellor	X		
	Samuel Carbone, Jr.	X		
	Robert Elsner	X		
Motion is Carried.				

Resolution# 8 - 2021				
Designating the Town Supervisor as the Town's Compliance Officer				
Motion by:	Councilwoman Bellor	Vote:		
Second by:	Councilman Elsner	Aye	Nay	Abstain
	Steve O'Shaughnessy	X		
	Albert Nicola	X		
	Susan Bellor	X		
	Samuel Carbone, Jr.	X		
	Robert Elsner	X		

Motion is Carried.				
Resolution# 9 - 2021				
Designating the Watertown Daily Times as the Town of Massena’s Official Newspaper for the publication of all local law notices and other matters required by law to be published.				
Motion by:	Councilman Carbone	Vote:		
Second by:	Councilman Nicola	Aye	Nay	Abstain
	Steve O’Shaughnessy	X		
	Albert Nicola	X		
	Susan Bellor	X		
	Samuel Carbone, Jr.	X		
	Robert Elsner	X		
Motion is Carried.				

Resolution# 10 - 2021				
TOWN OF MASSENA OFFICIAL BANKING AUTHORIZATION				
<p>WHEREAS, the Town of Massena Town Board, hereby authorizes the following as the official banks and official signatories for the general operations of the Town of Massena, excluding bank accounts required by law and/or personal liability for the Town Clerk and the Town Justices, and excluding the bank accounts of the Massena Electric Department:</p> <p>BANKING, OFFICIAL BANKS The following banks are designated as the OFFICIAL BANKS for the Town of Massena and its appointed signators:</p> <ol style="list-style-type: none"> 1. NBT BANK, 264 Main Street, Massena, NY 13662 2. COMMUNITY BANK, 121 Main Street, Massena, NY 13662 3. MBIA CLASS <p>SIGNATORS The following individuals are designated as authorized signatories on the accounts for the official banks listed above. Each check requires two (2) signatures, one signature from the Town Supervisor and/or the Deputy Town Supervisor, and one signature from assigned accounting office personnel.</p> <p><u>Authorized Town Board:</u> Town Supervisor: Steven O’Shaughnessy (all transactions) Deputy Town Supervisor: Samuel Carbone, Jr. (all transactions)</p> <p><u>Authorized Accounting Personnel:</u> Brenda Mossow, Secretary to the Town Supervisor/Bookkeeper (all transactions) Taya Pryce, Receiver of Taxes (all transactions)</p> <p>NOW, THEREFORE, BE IT RESOLVED that this resolution is hereby effective immediately upon majority approval of the Town Board.</p>				
Motion by:	Councilwoman Bellor	Vote:		
Second by:	Councilman Carbone	Aye	Nay	Abstain
	Steve O’Shaughnessy	X		
	Albert Nicola	X		
	Susan Bellor	X		
	Samuel Carbone, Jr.	X		
	Robert Elsner	X		
Motion is Carried.				

Resolution# 11 - 2021				
Authorizing Hold Harmless Agreement with St. Lawrence County for Providing Services for the Town of Massena for the Year 2021				
Motion by:	Councilman Elsner	Vote:		
Second by:	Councilman Nicola	Aye	Nay	Abstain
	Steve O'Shaughnessy	X		
	Albert Nicola	X		
	Susan Bellor	X		
	Samuel Carbone, Jr.	X		
	Robert Elsner	X		
Motion is Carried.				

Resolution# 12 - 2021				
Authorizing Agreement with the Massena Volunteer Emergency Unit for a One-Year Term Beginning January 1, 2021 and ending December 31, 2021				
Motion by:	Councilman Nicola	Vote:		
Second by:	Councilman Carbone	Aye	Nay	Abstain
	Steve O'Shaughnessy	X		
	Albert Nicola	X		
	Susan Bellor	X		
	Samuel Carbone, Jr.	X		
	Robert Elsner	X		
Motion is Carried.				

Resolution# 13 - 2021				
Authorizing Service Agreement with the Massena Humane Society for a Two-Year Term Beginning January 1, 2021 and ending December 31, 2022 (\$32,000 per year)				
Motion by:	Councilman Carbone	Vote:		
Second by:	Councilwoman Bellor	Aye	Nay	Abstain
	Steve O'Shaughnessy	X		
	Albert Nicola	X		
	Susan Bellor	X		
	Samuel Carbone, Jr.	X		
	Robert Elsner	X		
Motion is Carried.				

Resolution# 14 - 2021				
Authorizing Dog Control Agreement with the Massena Humane Society for a Two-Year Term Beginning January 1, 2021 and ending December 31, 2022 (\$13,500 per year)				
Motion by:	Councilman Carbone	Vote:		
Second by:	Councilwoman Bellor	Aye	Nay	Abstain
	Steve O'Shaughnessy	X		
	Albert Nicola	X		
	Susan Bellor	X		
	Samuel Carbone, Jr.	X		
	Robert Elsner	X		
Motion is Carried.				

Resolution# 15 - 2021				
Authorizing Employee Assistance Agreement with Reachout of St. Lawrence County, Inc. for a One-Year Term Beginning January 1, 2021 and ending December 31, 2021.				
Motion by:	Councilman Carbone	Vote:		
Second by:	Councilman Nicola	Aye	Nay	Abstain
	Steve O'Shaughnessy	X		
	Albert Nicola	X		
	Susan Bellor	X		
	Samuel Carbone, Jr.	X		
	Robert Elsner	X		
Motion is Carried.				

Resolution# 16 - 2021				
Authorizing Renewal of Contracts via Blanket Resolution				
<ul style="list-style-type: none"> - Massena Meals on Wheels (\$13,000 per year) - Louisville Massena Rescue - Massena Senior Citizens (\$2,725 per year) 				
Motion by:	Councilman Carbone	Vote:		
Second by:	Councilman Nicola	Aye	Nay	Abstain
	Steve O'Shaughnessy	X		
	Albert Nicola	X		
	Susan Bellor	X		
	Samuel Carbone, Jr.	X		
	Robert Elsner	X		
Motion is Carried.				

Resolution# 17 - 2021				
Appointments of Town Employees				
<ul style="list-style-type: none"> a.... Deputy Registrar..... Natalie Sweatland (Town Clerk Appointment) b.... Deputy Town Clerk..... Natalie Sweatland (Town Clerk Appointment) c.... Assistant to the Assessor..... 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 				
Motion by:	Councilman Carbone	Vote:		
Second by:	Councilman Elsner	Aye	Nay	Abstain
	Steve O'Shaughnessy	X		
	Albert Nicola	X		
	Susan Bellor	X		
	Samuel Carbone, Jr.	X		
	Robert Elsner	X		
Motion is Carried.				

Resolution# 18 - 2021					
Establishing the Standard Workday for the Town of Massena for the Year 2021: 7.5 hours per day for Town Hall Employees; 8.0 hours per day for Airport and Highway Departments.					
Motion by:	Councilman Nicola	Vote:			
Second by:	Councilwoman Bellor	Aye	Nay	Abstain	Absent
	Steve O'Shaughnessy	X			
	Albert Nicola	X			
	Susan Bellor	X			
	Samuel Carbone, Jr.	X			
	Robert Elsner	X			
Motion is Carried.					

Resolution# 19 - 2021					
TEMPORARY SUSPENSION OF ANNUAL RENEWAL REQUIREMENTS FOR SENIOR CITIZENS AND PERSONS WITH DISABILITIES/LIMITED INCOMES PURSUANT TO §467 (FOR SENIOR CITIZENS) AND §459-C (INDIVIDUALS WITH DISABILITIES AND LIMITED INCOMES) OF REAL PROPERTY TAX LAW					
WHEREAS , on March 7, 2020, Gov. Andrew Cuomo issued Executive Order 202, declaring a State disaster emergency for the entire State of New York, and					
WHEREAS , both travel-related cases and community contact transmission of COVID-19 have been documented in New York State and are expected to continue, and					
WHEREAS , the Executive Order, recently extended through January 17, 2021, enables the Governor to temporarily suspend or modify any statute, local law, ordinance, order, rule, or regulation, or parts thereof, of any agency during a State disaster emergency, if compliance with such statute, local law, ordinance, order, rule, or regulation would prevent, hinder, or delay action necessary to cope with the disaster emergency or if necessary to assist or aid in coping with such disaster, or to provide any directive necessary to respond to the disaster, and					
WHEREAS , Executive Order 202.83, modifies subdivisions 7, 7-a and 8 of §459-c of Real Property Tax Law (RPTL) and subdivisions 5, 5 (a,b,c) and 6 of §467 of RPTL, which further protects vulnerable senior citizens and individuals with disabilities and limited incomes by dispensing the need for renewal applications from such persons, and further dispensing with the requirement for assessors to mail renewal applications to such persons, and					
NOW, THEREFORE, BE IT RESOLVED by the Town of Massena that the Town of Massena Assessor is directed to grant exemptions pursuant to the above-cited RPTL sections on the 2021 assessment to all property owners who received that exemption on the 2020 exemption roll, thereby dispensing with the need for renewal applications from such persons and further dispensing with the requirement for assessors to mail renewal applications to such persons, and					
BE IT FURTHER RESOLVED that the Town of Massena Assessor may require a renewal application to be filed if he has reason to believe that an owner who qualified for the exemption on the 2020 assessment roll may have since changed his/her primary residence, added another owner to the deed, transferred the property to a new owner, or died.					
Motion by:	Councilwoman Bellor	Vote:			
Second by:	Councilmen Elsner/Carbone	Aye	Nay	Abstain	Absent
	Steve O'Shaughnessy	X			
	Albert Nicola	X			
	Susan Bellor	X			
	Samuel Carbone, Jr.	X			
	Robert Elsner	X			
Motion is Carried.					

Next Scheduled Meeting and Public Hearing on January 20, 2021 at 5:30 PM

Closing Remarks

Town Supervisor O’Shaughnessy noted that the Development Authority of the North Country is asking if the Town has any objections to its GIS information to be put on DANC’s public access portal. There were no objections.

The Town Supervisor also read a statement from Collector of Taxes, Taya Pryce, asking that taxpayers utilize the USPS mailing, the Town’s dropbox (no cash, please) or the Town’s website to pay their taxes. Those who can only pay in cash can be accommodated at the Tax Collection counter.

Councilman Carbone presented the Town logo that will appear on the Town’s trucks.

Councilman Carbone noted that Boutique Air will be beginning flights to Baltimore on January 10. The Essential Air Service order is expected probably by the end of February and encouraged the public to provide their input on the matter of EAS selection to the US DOT.

Adjournment: The meeting adjourned at 6:10 PM by unanimous consent.

Respectfully Submitted,
Natalie Sweatland, Deputy Town Clerk