

MINUTES
Organizational Town Board Meeting, Town of Massena

Date/Time: Tuesday, January 4, 2022 @ 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 Susan Bellor	X	
Board Member Thomas Miller	X	
Board Member Patrick Facteau	X	
Board Member Adrian Taraska	X	
Board Member Debra Willer	X	

ALSO PRESENT:

Natalie Sweatland, Deputy Town Clerk; Brenda Mossow Secretary/Bookkeeper; Frank Diagostino, Highway Superintendent and Airport Supervisor; Eric Gustafson, Town Attorney; Eric Sharlow, Town Justice; Jeannine L. Brouse, Town Clerk; Members of the Public; Members of the Press

The meeting was called to order at 5:30 PM. The Supervisor led the Pledge of Allegiance.

Announcements / Notifications

- Supervisor Bellor announced that there will be a Virtual Training Class for all new Town Officials if they wish to participate.

Appointments by the Supervisor

- Supervisor Bellor appointed Debra Willer to fill the vacancy on the Town Board Seat
- Massena Electric Utility Board Chair: James Shaw
- Bookkeeper/Secretary: Brenda Mossow
- Deputy Supervisor: Patrick Facteau

Establishing Schedule of Regular Town Council Board Meetings as the Third Wednesday of each Month at 5:30 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

Resolution 1 - 2022					
Appointing Debra Willer to fill the seat vacated by now Town Supervisor Susan Bellor (from 01/01/2022 to 12/31/2022).					
Motion by:	Bellor	Vote:			
Second by:	Facteau	Aye	Nay	Abstain	Absent
	Susan Bellor	X			
	Thomas Miller	X			
	Patrick Facteau	X			
	Adrian Taraska	X			
	VACANT				
Motion is Carried.					

(At this time, Debra Willer took her Oath of Office)

Resolution 2 - 2022					
Appointments to the Massena Town Boards of Managers:					
Business Development Corporation..... Appoint Carol Fenton (3-Year Term, exp. 12/31/24)					
Business Development Corporation..... Appoint Dan Pease (exp 12/31/23) Joint Appointment					
Massena Public Library.....Reappoint Joe Savoca (5-Year Term, exp. 12/31/2026)					
Massena Public Library.....Appoint Susan Gray (Unexpired Term, exp 12/31/2025)					
Massena Rescue Squad.....Reappoint Nancy Fregoe (5-Year Term, exp. 12/31/2026)					
Massena Electric Utility Board..... Reappoint John Bogosian (5-Year Term exp. 12/31/2026)					
Cultural Centre and Museum.....Appoint Tim LaRose (5-Year Term, exp 12/31/26)					
Cultural Centre and Museum..... Appoint Julie Paquin (5-Year Term, exp 12/31/2026)					
Cultural Centre and Museum..... Reappoint Joe Macaulay (5-year Term, exp. 12/31/26)					
Planning Board..... Reappoint Shawn Burke (5 Year Term, exp 12/31/26)					
Zoning Board..... Appoint Patricia Fanning (5Year-Term, exp 12/31/26)					
Zoning Board..... Reappoint John LePage (5-Year Term, exp 12/31/2026)					
Zoning Board..... Reappoint Ben Murtagh (5-Year Term, exp 12/31/2026)					
Zoning Board.....Appoint Roger Bennett (One Vacancy exp 12/31/23)					
Ethics Board..... Appoint Tim Larose (5 Year Term, exp 12/31/2026)					
Ethics Board.....Appoint Elaine Dunn-Thayer (5-Year Term, exp 12/31/2026)					
Ethics Board.....Appoint Jane Mogle-Besaw (5-Year Term, exp 12/31/2026)					
Motion by:	Miller	Vote:			
Second by:	Facteau	Aye	Nay	Abstain	Absent
	Susan Bellor	X			
	Thomas Miller	X			
	Patrick Facteau	X			
	Adrian Taraska	X			
	Debra Willer	X			
Motion is Carried.					

Resolution 3 - 2022					
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:	Facteau	Vote:			
Second by:	Willer	Aye	Nay	Abstain	Absent
	Susan Bellor	X			
	Thomas Miller	X			
	Patrick Facteau	X			
	Adrian Taraska	X			
	Debra Willer	X			
Motion is Carried.					

The Supervisor made the following Board Liaison and Committee Assignments:

Library Liaisons	Taraska, Miller
Joint Recreation Liaisons	Taraska, Miller
Massena Electric Liaisons	Facteau, Willer
Museum Liaisons	Miller, Willer
Rescue Squad Liaisons	Taraska, Willer
BDC Liaisons	Taraska, Facteau
Chamber of Commerce Liaisons	Bellor
Highway Committee	Facteau, Willer
Airport Committee	Facteau, Willer
Audit Committee	Jan, Feb, May, June, Sept, Oct (Facteau, Willer)

	Mar, Apr, Jul, Aug, Nov, Dec (Miller, Taraska)
Personnel Committee	Bellor, Facteau
NYPA	Bellor, Facteau
Ethics Board Liaison	Bellor
Fishing/Tourism Committee	Taraska, Miller

Resolution 4 - 2022					
Renewing Town of Massena Investment Policy					
Motion by:	Willer	Vote:			
Second by:	Facteau	Aye	Nay	Abstain	Absent
	Susan Bellor	X			
	Thomas Miller	X			
	Patrick Facteau	X			
	Adrian Taraska	X			
	Debra Willer	X			
Motion is Carried.					

Resolution # 5 - 2022					
Renewing Town of Massena Procurement Policy					
Motion by:	Miller	Vote:			
Second by:	Taraska	Aye	Nay	Abstain	Absent
	Susan Bellor	X			
	Thomas Miller	X			
	Patrick Facteau	X			
	Adrian Taraska	X			
	Debra Willer	X			
Motion is Carried.					

Resolution # 6 - 2022					
Renewing Town of Massena Drug and Alcohol Testing Policy					
Motion by:	Willer	Vote:			
Second by:	Facteau	Aye	Nay	Abstain	Absent
	Susan Bellor	X			
	Thomas Miller	X			
	Patrick Facteau	X			
	Adrian Taraska	X			
	Debra Willer	X			
Motion is Carried.					

Resolution# 7 - 2022					
Renewing Town of Massena Employment Discrimination and Harassment Policy					
Motion by:	Facteau	Vote:			
Second by:	Willer	Aye	Nay	Abstain	Absent
	Susan Bellor	X			
	Thomas Miller	X			
	Patrick Facteau	X			
	Adrian Taraska	X			
	Debra Willer	X			
Motion is Carried.					

Resolution# 8 - 2022				
Designating the Town Supervisor as the Town's Compliance Officer				
Motion by:	Miller	Vote:		
Second by:	Facteau	Aye	Nay	Abstain
	Susan Bellor	X		
	Thomas Miller	X		
	Patrick Facteau	X		
	Adrian Taraska	X		
	Debra Willer	X		
Motion is Carried.				

Resolution# 9 - 2022				
Designating the Watertown Daily Times, North Country This Week and Courier Observer 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.				
Motion by:	Taraska	Vote:		
Second by:	Willer	Aye	Nay	Abstain
	Susan Bellor	X		
	Thomas Miller	X		
	Patrick Facteau	X		
	Adrian Taraska	X		
	Debra Willer	X		
Motion is Carried.				

Resolution# 10 - 2022				
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: (1) NBT BANK, 264 Main Street, Massena, NY 13662; (2) COMMUNITY BANK, 121 Main Street, Massena, NY 13662; and (3) MBIA CLASS</p> <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>Authorized Town Board: Town Supervisor: Susan Bellor (all transactions) Deputy Town Supervisor: Pat Facteau (all transactions)</p> <p>Authorized Accounting Personnel: 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:	Taraska	Vote:		
Second by:	Miller	Aye	Nay	Abstain
	Susan Bellor	X		
	Thomas Miller	X		
	Patrick Facteau	X		
	Adrian Taraska	X		
	Debra Willer	X		
Motion is Carried.				

Resolution# 11 - 2022				
Authorizing Hold Harmless Agreement with St. Lawrence County for Providing Services for the Town of Massena for the Year 2022				
Motion by:	Miller	Vote:		
Second by:	Facteau	Aye	Nay	Abstain
	Susan Bellor	X		
	Thomas Miller	X		
	Patrick Facteau	X		
	Adrian Taraska	X		
	Debra Willer	X		
Motion is Carried.				

Resolution# 12 - 2022				
Authorizing the Town Supervisor to sign the Joint Code Enforcement Office Agreement with the Village of Massena (2022-2023)				
Motion by:	Willer	Vote:		
Second by:	Facteau	Aye	Nay	Abstain
	Susan Bellor	X		
	Thomas Miller	X		
	Patrick Facteau	X		
	Adrian Taraska	X		
	Debra Willer	X		
Motion is Carried.				

Resolution# 13 - 2022				
Authorizing the Town Supervisor to sign the Fire Protection Agreement with the Village of Massena (2022-2023)				
Motion by:	Facteau	Vote:		
Second by:	Taraska	Aye	Nay	Abstain
	Susan Bellor	X		
	Thomas Miller			Recuse
	Patrick Facteau	X		
	Adrian Taraska	X		
	Debra Willer	X		
Motion is Carried.				

Resolution# 14 - 2022				
Authorizing the Town Supervisor to sign the Court Officer Agreement with the Village of Massena				
Motion by:	Miller	Vote:		
Second by:	Taraska	Aye	Nay	Abstain
	Susan Bellor	X		
	Thomas Miller	X		
	Patrick Facteau	X		
	Adrian Taraska	X		
	Debra Willer	X		
Motion is Carried.				

Resolution# 15 - 2022				
Authorizing the Town Supervisor the sign the Employee Assistance Agreement with Reachout of St. Lawrence County for a One Year Term Beginning January 1, 2022 and ending December 31, 2022				
Motion by:	Facteau	Vote:		
Second by:	Miller	Aye	Nay	Abstain
	Susan Bellor	X		
	Thomas Miller	X		
	Patrick Facteau	X		
	Adrian Taraska	X		
	Debra Willer	X		
Motion is Carried.				

Resolution# 16 - 2022				
Authorizing the Town Supervisor to sign Renewal of Contracts via Blanket Resolution for Massena Meals on Wheels and Massena Senior Citizens				
Motion by:	Miller	Vote:		
Second by:	Taraska	Aye	Nay	Abstain
	Susan Bellor	X		
	Thomas Miller	X		
	Patrick Facteau	X		
	Adrian Taraska	X		
	Debra Willer	X		
Motion is Carried.				

Resolution# 17 - 2022				
a.....Deputy Registrar.....Natalie Sweatland (Town Clerk Appointment) b.....Deputy Town Clerk..... Natalie Sweatland (Town Clerk Appointment) c.....Marriage Officer..... 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:	Facteau	Vote:		
Second by:	Willer	Aye	Nay	Abstain
	Susan Bellor	X		
	Thomas Miller	X		
	Patrick Facteau	X		
	Adrian Taraska	X		
	Debra Willer	X		
Motion is Carried.				

Resolution# 18 - 2022					
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.					
Motion by:	Miller	Vote:			
Second by:	Taraska	Aye	Nay	Abstain	Absent
	Susan Bellor	X			
	Thomas Miller	X			
	Patrick Facticeau	X			
	Adrian Taraska	X			
	Debra Willer	X			
Motion is Carried.					

Resolution# 19 - 2022					
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					
<p>WHEREAS, on November 26, 2021, Gov. Kathy Hochul issued Executive Order 11, declaring a State disaster emergency for the entire State of New York, and</p> <p>WHEREAS, New York is now experiencing COVID-19 transmission rates the State has not seen since April 2021, and</p> <p>WHEREAS, the Executive Order, recently extended through January 25, 2022, 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</p> <p>WHEREAS, Executive Order 11.1, 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</p> <p>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 2022 assessment to all property owners who received that exemption on the 2021 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</p> <p>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 2021 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.</p>					
Motion by:	Willer	Vote:			
Second by:	Taraska	Aye	Nay	Abstain	Absent
	Susan Bellor	X			
	Thomas Miller	X			
	Patrick Facticeau	X			
	Adrian Taraska	X			
	Debra Willer	X			
Motion is Carried.					

Next Scheduled Meeting: January 19, 2022 at 5:30 PM, Town Hall

Adjournment: The meeting adjourned at 5:57 PM by unanimous consent.

Respectfully submitted by Jeannine L. Brouse, Town Clerk