

Regular Town Council Meeting, Town of Massena
Date/Time: Wednesday March 17, 2021 at 5:30 PM
Location: Massena Town Hall
 LIVE-STREAMED ON FACEBOOK

ATTENDANCE:

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

ALSO PRESENT:

Jeannine Brouse, Town Clerk; Austyn Allen, Audio Support; Members of the Press (Via Zoom)

The Supervisor opened the meeting with the Pledge of Allegiance . Called to order at 5:30 PM
Public Comment: There were no public comments
Announcements / Notifications <ul style="list-style-type: none"> Due to the passing of Brenda's Mother Steve announced that the Financial Reports will be presented March 24, 2021 at 1:00 PM. There will be a Special Meeting with the Village Board on March 30, 2021 for the Joint Recreation Committee.
Presentations / Discussions. <ul style="list-style-type: none"> American Rescue Plan was briefly discussed. There will be more information forth coming. The Amendment to the Zoning Code to add Greenhouses to Permissible Operations in an Industrial Zone was discussed and voted on. Passed unanimously.

Resolution 50 2021		Vote:			
To Amend the Zoning Code to add Greenhouses to Permissible Operations in an Industrial Zone					
Motion by	Councilwoman Bellor				
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 51 - 2021					
Approval of Minutes from February 17, 2021 as Amended					
Motion by:	Councilwoman Bellor	Vote:			
Second by:	Councilman Elsner	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 52 - 2021					
Authorizing the Town to Advertise (Starting March 29, 2021) and Hiring for Four (4) Summer Hire Positions for the Massena Highway Dept. and the Massena Airport, to pay \$12.50 per hour					
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 53 - 2021					
Adopting Local Law No. 2 for 2021: Amending Zoning Code to allow the sale of Recreational Vehicles in a Neighborhood Commercial District and Limiting the size of the Outside Display Area used to Display Inventory Listed for sale not to exceed 1.5 Acres.					
Motion by:	Councilman Carbone	Vote:			
Second by:	Councilwoman 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 54 - 2021					
Authorizing The Town Supervisor to Execute Loan Resolution Authorizing and Providing for the Incurrence of Indebtedness for the Purpose of Providing a Portion of the Cost of acquiring, Constructing, Enlarging, Improving and/or Extending East Water District Improvements.					
Motion by:	Councilwoman Bellor	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 55 - 2021					
Appointing Natalie A. Sweatland as Marriage Officer for the Town of Massena, Said appointment to Expire December 31, 2021					
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 56 - 2021					
Authorizing The Town Supervisor to Execute Agreement with Cashion Rods Tour (CRT) of Cashion Custom Lures & Rods and the Town of Massena. This agreement is applied to the 2021 CRT Northern Open. The Town will pay \$2,000.00, to be received by June 15, 2021.					
Motion by	Councilman Elsner	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 57 - 2021					
To authorize the Supervisor to make payable \$50.00 to The St. Lawrence County Supervisor's Association.					
Motion by	Councilwoman Bellor	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 58 - 2021					
Authorizing the Town Supervisor to Sign Invitation Letter to be used by "Business View" Magazine to Validate Interviewing and Producing Magazine Article on Massena.					
Motion by	Councilwoman Bellor	Vote:			
Second by:	Councilman Elsner	Aye	Nay	Abstain	Absent
	Steve O'Shaughnessy	X			
	Albert Nicola	X			
	Susan Bellor	X			
	Samuel Carbone, Jr.	X			
	Robert Elsner	X			
Motion is Carried.					

Financial Reports: The Town Supervisor reviewed the Financial Reports.

Committee Reports

Report Submitted by Frank Diagostino.

Massena Town Board meeting March 17, 2021

Highway Department

Unit #49 replaced right front air assist bag on suspension.

Clean fire hydrants.

Unit #50 using coolant, EGR valve failing.

Dealing with water issues on Town roads.

As of March, 16, 2021, plowed 10 times, worked 148 hrs. of overtime.

Massena Airport

Boutique Air numbers for February 2021 Enplaned 140, Deplaned 182, Total 330, landings 80. Cancelled for weather 11, Cancelled other 3, Total cancelled flights 14 for February 2021.

Pre-construction meeting scheduled for Taxiway A and GA apron rehab. projects for March 30, 2021

Submitted specification for payloaders and snow removal equipment to the FAA. Once approved will go out for bid.

Massena Library

Closed

Dealt with water issues. Water leaking into building, removed large ice dams and snow from roof.

Massena Museum

Closed.

Massena Town Hall

Massena Town Hall open no issues.

Massena Rescue Squad

Open no issues.

Report Submitted by Susan Bellor

1. Rescue Squad:

The board met via zoom on Wednesday March 10th.

Bills have been submitted with January bills paid by the town totaling \$29,061.50.

Members accumulated 1900.8 hours of service. Calls were reported for advanced life and basic life support with or without transport totaling 167 for the month, and 253 for the year, with transported calls down by 64 compared to 2020. Calls to other hospitals showed 8 at 4.9% going to Canton-Potsdam Hospital.

Discussion ensued about the types of calls and the board president was asked by board members to present a spreadsheet for clarification. Vehicle repair costs was another issue which also included the costs of each vehicle. Quotes are expected for future purchase of another vehicle and MVEU President Mike charged Erik Hondusky to produce the initial ambulance quote requests and present to the board within 90 days. He also said they are not pursuing a response from the town to update the MOU; although their contract expired Dec. 31, 2020, their legal team told them re-drafting of the MOU was not needed, that it is still sound and because they had reviewed Medicare & Medicaid documents.

In response to the audit of 2017, and when Mike became President/CEO in late 2019, he said they decided not to hire a director of operations although the auditors had recommended it. There were too many questions and if they were under the MVEU, it would change their whole officer structure. The town had paid \$64,168 for that audit.

Per Mike, they are working on their 990's for 2019 and will then work on those from 2017-2018. Their attorney told them they need to disclose their bank accounts.

When asked about the latest 22 invoices sent to the town from a local restaurant, Pres. Mike said the MVEU would absorb.

Donations to the Rescue Squad should be sent to Massena Volunteer Emergency Unit PO Box 5314, in response to some donors who had not heard back and since some donations were lost in the mail.

All board meetings are open to the public and even when online (zoom). President Mike said he will post a notice on their public Facebook page, website or both along with his squad email with his address for whoever would like to be sent invites to attend virtually.

The next meeting is Wednesday April 14th, 6pm.

2. Library:

The library board met on March 9th by ZOOM.

Monthly business agenda items were completed as usual.

Two reports are ready from their SWOT Analysis (Strengths, Weaknesses, Opportunities and Threats/Challenges). The board is planning another meeting regarding their goals.

They discussed the new fee structure from North Country Library Systems and how it will impact all libraries, showing a major increase for 2022 at 76.63% if this goes through. Director Elaine is planning a meeting with the NCLS Director Duane Hughes.

Director Elaine hopes to work with the Brasher Library to ensure their continuing operations after this budget year.

Trane was on the premises again with furnace issues at a cost of \$4,000. Regarding the grant for the lighting project, the balance is \$40,000; the state had paid 75% of the \$165,000 grant.

National Library Week is April 5-9th with themes each day: the state of the library on Monday, recognition of workers on Tuesday, Day of Giving on Wednesday, Community Day on Thursday and Love Library Day on Friday; special focus planning for each day.

Their website indicates that anyone in the public may attend their zoom meetings.

The library will remain in their current phase of curbside with plans for limited openings in April.

The next scheduled meeting is April 13th.

3. The Chamber of Commerce Board of Directors continues to be active. In addition to plans for an independent audit, they are looking into holding an annual golf tournament, doing something downtown for perhaps an Easter/Spring Window display competition with pictures posted online for votes. They are also discussing involvement with fishing tournaments with a downtown festival. The chamber board will meet Thursday March 18th at noon via zoom.
4. The Business Development Council met via zoom on February 21st. A new slate of officers was approved at the February 18th meeting: President Mike Besaw, Vice president Dan Pease, Treasurer Jeff Dobbins, and Secretary Dave LaClair. Discussion ensued about committee assignments to review, the budget pertaining to money from both the village and town and a 4-5 year spending plan following the ABO (Authorities Budget Office policy guideline), and an agreement between the village and the BDC. There were further discussions on the BDC audit, the theatre project, the Microenterprise Grant, the Arconic Industrial Park Strategic Plan, and developing a formal business plan and capital campaign. Sue Bellor reported that while attending the annual Assoc. of Towns training, several AOT executives and NYS Senators reported that AIM (Aid and Incentives for Municipalities) money should have gone directly to the towns and not filtered down from NYS. The BDC Board has also changed their monthly meeting to the second Wednesday at 4:45pm. Therefore, the BDC met on March 10th. They continue to finalize a village contract and also a town contract that will align with the comprehensive plan; Jim will share with all when done. Some members of board have submitted their signed ABO (Authorities Budget Office) directors' evaluations. President Mike asked members to submit performance goals to review at next meeting. Committee members were updated. Discussion ensued about the fishing tournaments with tasks and roles to be determined. Director Jim said the theatre project is close to finalizing the paperwork; there is no audit update; Jim is working on the strategic plan; he meets monthly with the village on the LWRP (Local Waterfront Revitalization Plan) project; he is following up on microenterprise grants; and the Arconic committee meets regularly. Sue asked if they were involved with the Clean Energy Community designation. The next meeting is April 14 at 4:45.

Report Submitted by Albert Nicola.

The new Zamboni has been approved by the Joint Recreation They are looking into Grants to help fund the new Zamboni.

Report Submitted by Robert Elsner.

MUSEUM: THURSDAY, 4 March 2021 at 4:30 pm at the Celine G. Philibert Cultural Centre and Museum Meeting opened and attendance was recorded. Previous meeting minutes of December 2020 were reviewed, discussed, and approved as submitted. There were no meetings in January and February 2021. Standard agenda items were reviewed. Visits for the first two months of 2021 totaled 25, while website hits for the same period totaled 234. Accessions for this period totaled 50 with no deaccessions.

The upcoming expansion project was discussed. Questions remain as to when this project will go out to bid and whether it will include or address some additional minor repairs to the facility. Councilor Elsner reported to board members that the project was approved to go out to bid, but could not provide a specific timeline or date for the bid process. As to any repairs being covered by the project, that is a question being forwarded for consideration as an

inclusion.

Various plans for upcoming exhibits were presented and discussed. There is great enthusiasm to proceed to get these exhibits rolling, however due to both the COVID-19 restrictions and yet unscheduled renovations, there is a hesitancy to proceed – especially if the general public cannot fully enjoy and view these exhibits.

Having no further business the meeting adjourned. The next meeting is tentatively scheduled for Thursday, 2 April 2021 @ 6:00 pm at the Celine G. Philibert Cultural Centre and Museum.

LIBRARY: Tuesday, 8 March 2021 at 4:00 pm via Zoom. Meeting opened and attendance was recorded.

Previous meeting minutes of February were reviewed, discussed, and approved as submitted. Standard agenda items were reviewed, including circulation and expenses of both the Massena and Brasher Libraries. Secondary to the COVID-19 restraints, overall circulation is only a third of last year and library visits are down to a twelfth of last year. Invoiced expenses in the amount of \$2,899.65 (Massena) and \$325.24 (Brasher) were reviewed and submitted to the Town for payment. A fund transfer in the amount of \$2,109.21 from the Brasher account to the Massena account, was approved to cover personnel costs of the Brasher branch. It was noted that TRANE performed additional repair work to the existing furnace at an estimated cost of \$4,000

An update was provided on development of the Library's strategic plan. To date most of the board, employee, and public surveys have been completed and collected. Efforts are now being focused on compiling this data to share with community and board members so that goals and objectives can be developed.

Ms. Thayer provided an update to board members on efforts to voice concerns over a projected hike in membership fees by the North Country Library System. This increase would double the Library's membership cost from the current \$3,600 to \$7,200 with a 5% increase each subsequent year. There is a meeting scheduled to be held Thursday (March 11th), in which Trustees and Directors will be able to address their concerns and provide input on this proposed rate increase.

It was noted that this is the last year of the Badenhausen grant funding which covers operational expenses of the Brasher Library. Unless renewed or additional funding becomes available, the Town of Brasher and its residents will have to make a decision on the future of this facility. Ms. Thayer is preparing a letter and other promotional materials on the value of this Library so that residents can make an informed decision as to its future.

National Library Week (4-10 April 2021): Ms. Thayer gave an overview of events currently being planned in celebration of this week. The following daily themes are being observed with activities planned for each: Monday – "State of the Library", Tuesday – "Employee Appreciation Day", Wednesday – "Day of Giving", Thursday – "Community / Patron Day" and Friday – "Love You Library". These activities are in conjunction with a host of other activities being planned by the director, board members, and other friends / patrons of the library for this year. More specifics and details will be available on website, Facebook, and newspapers as these exciting events are finalized.

Having no further business the meeting adjourned. The next meeting is scheduled for Tuesday, 13 April 2021 @ 4:00 pm via Zoom.

RESCUE SQUAD: Wednesday, 10 March 2021 at 6:00 pm via Zoom. Meeting opened and attendance was recorded. Previous meeting minutes of February were reviewed, discussed, and approved as amended. Hours of donated service by volunteer members totaled approximately 1,900 hours at an estimated value of \$45,809. Crew size currently remains at five (5). Submitted February invoices for Town Board approval totaled \$29,061.50 Call summary for the month of February was reported as a total of 167 with 43 calls for Advanced Life Support (ALS) transport, 66 for Basic Life Support (BLS) transport, and 58 response calls in which no transport occurred. Combined ALS/BLS transports for year-to-date 2021 total 253, down 64 transports from same period 2020.

Further breakdown on the specifics of non-transported calls was provided. Question arose if any trends could be verified concerning these calls. It was reported that no trends were evident. It was requested that future call summaries be submitted using a spreadsheet format to assist in trend analysis.

It was reported that another vehicle has been returned to its Connecticut manufacturer and is currently undergoing extensive repairs. It is estimated that this repair may reach 20k, and that will adversely affect the current annual budget allocation for maintenance and repair of the fleet. The history and total repair costs of the fleet were reviewed and discussed. It was reported that a chassis replacement (re-box) would cost an estimated 175k, while a new replacement would cost an estimated 250k. The Town Board liaisons were asked if the Town Board would consider approving 250k at this time so that a replacement could be "spec out" for bid. It was noted by the liaisons that the Town Board would not act upon the basis of an estimate and would need detailed costs specific to any proposal for replacement. A lengthy discussion ensued as to how to proceed. The final guidance provided by the liaisons was that the requirements be spec out and quotes be obtained from multiple manufacturers. Once quotes are obtained, they can be forwarded, reviewed, and an appropriate action plan can be developed by the Town Board. A three-month timetable was established for completion.

<p>Board members reviewed recommended revisions to the existing bylaws of the Massena Rescue Squad Board – most notably a revision to include “Robert’s Rules of Order” language affecting use of electronic, or alternate media to affect public attendance at meetings. It was noted by councilor Elsner that this would be a redundant, if not an ineffective clause, as NY State’s Open Meetings Law, as well as the Governor’s current executive orders clearly defines use of such alternative. Any Robert’s Rules of Order could not have or be given precedence, over State law. After discussion, this change was not adopted and the bylaws were approved with minor word and date changes by those members present.</p> <p>A discussion followed on the status of both the existing Memorandum of Understanding (MOU) and contract that exist between the Massena Volunteer Emergency Unit (MVEU) and Town of Massena. Mr. Abrunzo reported that he has legal advice that the existing MOU is current and renews in perpetual. The existing contract expired Dec 2020. Mr. Abrunzo is working on new contract language that would include more details and components covered by the MOU which he stated meets Medicaid / Medicare standards and approval specific to resource recovery funds.</p> <p>The processing, handling, and accountability of donations to the MVEU were again discussed. Mr. Abrunzo reported that he has been in contact with donors and working with the post office to locate “mailed” donations that the MVEU has not received. It was noted that the MVEU will clarify where donations be mailed on their websites / Facebook pages. The importance and transparency of MVEU finances, specifically with timely filing and public accessibility to IRSs Form 990, Return of Organization Exempt From Income Tax - was again emphasized. Mr. Abrunzo reported that he is currently working with an accountant to complete and file 2019 and current year before addressing the missed years of 2016 thru 2018.</p> <p>Upon inquiry of councilor Bellor, Mr. Abrunzo reported that he is working to resolve and pay / close 22 outstanding invoices from a local retailer that are the responsibility of the MVEU. The retailer continues to seek payment / assistance from the Town for these invoices.</p> <p>Mr. Abrunzo reported that all recommendations from the prior assessment of revenue and disbursement practices performed by Fust Charles, Chambers, LLP have been addressed with the exception of hiring a Director of Operations, which Mr. Abrunzo stated the MVEU elected not to pursue. Upon inquiry of a board member, Mr. Abrunzo clarified the billing process specific to collection followed by Professional Ambulance Billing (PAB) LLC. It was also noted by this board member, that the Town has not been invoiced by PAB for services for a couple of months. Mr. Abrunzo will look into this further.</p> <p>Having no further business the meeting adjourned. The next meeting is scheduled for Wednesday, 14 April 2021 @ 6:00 pm via Zoom.</p>
<p>Old Business</p>
<p>New Business</p> <ul style="list-style-type: none"> • Steve inquired from the Board Members what their thoughts were on reopening the meetings to the Public. The Board members will give this some thought and it will be discussed again at the next scheduled Board Meeting on April 21, 2021
<p>Next Regular Board Meeting (Special Meetings March 24, 2021 at 1:00 PM and March 30, 2021 at 5:00 PM; Regular Meeting April 21, 2021 at 5:30 PM)</p>
<p>Closing 15-Minute Comment Period</p>
<p>Closing Remarks</p>
<p>Adjournment: Meeting adjourned at 6:25 PM by unanimous consent.</p>

Respectfully Submitted,
 Jeannine L. Brouse