

**Village of Massena
BOARD OF TRUSTEES
SPECIAL MEETING
BUDGET WORK SESSION
Meeting Minutes**

DATE/TIME: APRIL 5, 2022 (5:30 P.M.)

PLACE: Town Hall Building, Massena, New York

PRESENT:
Village Board:
Mayor Greg Paquin
Trustee Christine Winston
Trustee Francis Carvel
Trustee Chad Simpson
Trustee Matthew LeBire

Also Present:
Kevin Felt (Village Treasurer)
Monique Chatland (Village Clerk/Administrator)
Marty Miller (DPW Supt.)
Mike McCabe (Recreation Director)
Jason Olson (Chief of Police)

Town Board:
Sue Bellor (Supervisor)
Pat Facteau (Council)
Debra Willer (Council)
Adrian Taraska (Council)

Joint Recreation Commission: John Horan, Dave MacLennan, John Meddings

Mayor Paquin opened a Special Meeting of the Village Board of Trustees at 5:31 p.m. and conducted a roll call of Board members present. A motion was offered by Trustee LeBire and seconded by Trustee Carvel to dispense with the regular agenda and enter into a Budget Work Session regarding the 2022-2023 Village Budget. **Motion Carried 5:0** (AYE=Paquin/Winston/Carvel/Simpson/LeBire).

BUDGET WORK SESSION: JOINT RECREATION COMMISSION

Members of the Village & Town Board, representatives from the Joint Recreation Commission and Recreation Director Mike McCabe were in attendance during review of the proposed JRC budget.

Recreation Director McCabe explained his budget request to the Boards as well as provided an update on the status of their activities and projects. He was asking for a 4 percent increase in salary split between Village and Town. Planning on ALCOA tennis courts completion in July. Returning events (hopefully) Nerf Wars, Street Hockey Sundays, Outdoor Movies, etc.

A motion was offered by Town Councilman Pat Facteau, seconded by Councilman Adrian Taraska to accept Joint Recreation Commission budget as proposed. **Motion Carried 4:0** (AYE=Bellor/Facteau/Willer/Taraska)

Joint Recreation Commission and Town of Massena Board members exit meeting @5:44 p.m.

TREASURER: BUDGET MODIFICATIONS

Treasurer Felt explained to the board that Chief Jason Olson has requested a budget transfer from his 400 contractual Account to his 200 Equipment Account in the amount of \$7,130 for the purchase of portable police radios. A motion was offered by Trustee Winston, seconded by Trustee Simpson to authorize Treasurer Kevin Felt to make the above requested changes to the Police Department budget for Fiscal Year 2021/2022 **Motion Carried 5:0** (AYE=Paquin/Winston/Carvel/Simpson/LeBire).

Treasurer Felt explained the need to eliminate one part-time Clerk and increase one part time clerk to full time. Trustee LeBire offered a motion, seconded by Trustee Winston to make changes and will draw from unappropriated fund. **Motion Carried 5:0** (AYE=Paquin/Winston/Carvel/Simpson/LeBire)

RESOLUTION#11-2022: AGREEMENT WITH LABELLA ASSOC. FOR GRANT CONSULTING/ADMIN SERVICES

A motion was offered by Trustee LeBire, seconded by Trustee Simpson, and carried to adopt the following resolution to wit:

Resolution#11-2022

Authorize Professional Services Agreement with LaBella Associates, D.P.C. for Grant Consulting and Administration Services

BE IT RESOLVED that the Village of Massena Board of Trustees hereby authorizes a Professional Services Agreement between the Village of Massena and LaBella Associates, D.P.C. for professional services related to grant consulting and administration services as detailed in agreement dated March 21st, 2022; and

THEREFORE, BE IT FURTHER RESOLVED that Gregory M. Paquin, as Mayor of the Village of Massena, is hereby authorized and directed to execute said Agreement.

Question of the adoption of the foregoing resolution resulted as follows:

AYE: Mayor Paquin, Trustee Winston, Trustee Carvel, Trustee Simpson, Trustee LeBire

NAY: NONE

Mayor Paquin declared Resolution #11-2022 duly adopted (5:0)

BUDGET WORK SESSION: POLICE/ REMAINDER OF BUDGET REVIEW

Chief Jason Olson presented by stating pretty straight forward, no major changes except requests for two officers and purchase two new investigator vehicles, with a four percent increase in personnel. He explained that detective vehicles are purchased off the lot. Trustee LeBire questioned him as to why they are allowed to bring vehicles home with them at Chief's discretion and maybe vehicles should be left at Station for more than one person to use. Trustees agree that St. Lawrence County Community allows vehicles to reside outside of work- place. Big benefit for employee Gas and liability, etc and employees should be taxed. Mayor does not disagree with conversation but will need to discuss more.

A motion was then offered by Trustee LeBire, seconded by Trustee Carvel to move ahead with Police budget with stipulation of reducing \$44,382 from 100.3120.100 to reduce tax levy. Motion Carried 5:0 (AYE=Paquin/Winston/Carvel/Simpson/LeBire). Trustee Carvel showed concern that 4,349,132.67 is cost of Police Dept.

A discussion regarding the various proposed changes in the Mayor's tentative budget versus the budgets submitted by the various departments ensued. The Village Treasurer will incorporate same into the final budget for consideration of adoption.

PUBLIC HEARING: CONSIDER ADOPTING A LOCAL LAW TO AUTHORIZE A REAL PROPERTY TAX LEVY IN EXCESS OF THE LIMIT ESTABLISHED BY GENERAL MUNICIPAL LAW

Mayor Paquin explained that with changes to his proposed budget there would be a 1.55% tax levy increase and no need to adopt a local law to authorize a real property tax levy in excess of the limit established by general municipal law. Trustee LeBire made a motion, seconded by Trustee Winston, to close the public hearing at 6:44 p.m. that was opened and adjourned March 15, 2022. *(Clerk's Note: Legal notice is included in March 15, 2022 Village Board of Trustees Meeting minutes)*

RESOLUTION #12-2022: ADOPT FY 2022/23 VILLAGE BUDGET

The following is an overview of the modifications to the Mayors Tentative Budget, submitted on March 15th which were agreed to by the majority of the Village Board during all previous Budget Work Sessions:

Account	Description	22-
Expenses		
100-1380-400-000-00	FISCAL AGENT FEES - GEN FUND	
100-1410-100-000-00	VILLAGE CLERK-PERS SERV	1
100-1430-100-000-00	PERSONNEL - PERS SERV	1
100-1460-100-000-00	RECORDS MANAGEMENT-PERS SERV	1
100-3120-100-000-00	POLICE-PERS SERV	2,21
100-5142-100-000-00	SNOW REMOVAL-PERS SERV	36
100-9010-800-000-00	STATE RETIREMENT-EMPL BNFTS	11
100-9030-800-000-00	SOCIAL SECURITY-EMPLOYER CONT	31
100-9060-800-000-00	HOSPITAL/DENTAL/VISION INS-EMPL BNFT	2,86
100-9060-800-001-00	EMPLOYEE CONT-HEALTH INSURANCE (ACTIVE)	(11
100-9785-600-000-00	INSTALL PURCHASE DEBT-PRINCIPAL	1
100-9785-700-000-00	INSTALL PURCHASE DEBT-INTEREST	
100-9901-900-192-00	TRANSFER TO DEBT SERVICE	11
175-1990-400-000-00	CONTINGENT ACCOUNT-REFUSE & GARB	1
175-8160-100-000-00	REFUSE & GARBAGE-PERS SERV	31
175-9030-800-000-00	SOCIAL SECURITY-EMPLOYER CONT	1
175-9060-800-000-00	HOSPITAL/DENTAL/VISION INS-EMPL BNFT	11
175-9060-800-001-00	EMPLOYEE CONT HEALTH INSURANCE (ACTIVE)	(1
192-9710-600-000-00	DEBT PRINCIPAL-SERIAL BONDS	31
192-9710-700-000-00	DEBT INTEREST-SERIAL BONDS	1
192-9785-600-000-00	INSTALL PURCHASE DEBT-PRINCIPAL	
192-9785-700-000-00	INSTALL PURCHASE DEBT-INTEREST	

A motion was offered by Trustee LeBire, seconded by Trustee Carvel, and carried to adopt the following resolution to wit:

RESOLUTION #12-2022

ADOPT FY 2022/23 VILLAGE BUDGET

WHEREAS the Board of Trustees of the Village of Massena has met and considered the tentative budget for the fiscal year beginning June 1, 2022 and has conducted a public hearing thereon as require by Section 5-508 of the Village Law;

NOW, THEREFORE, BE IT RESOLVED, that the preliminary budget as amended and revised and as hereinafter set forth is hereby adopted and that the several funds appropriated for the objects and purposes specified and the salaries and wages of such budget shall be and are hereby fixed at the amounts shown therein effective June 1, 2022.

Question of the adoption of the foregoing resolution resulted as follows:

AYE: Mayor Paquin, Trustee Winston, Trustee Carvel, Trustee Simpson, Trustee LeBire

NAY: NONE

Mayor Paquin declared Resolution #12-2022 duly adopted (5:0).

**EXHIBIT A
SUMMARY OF BUDGET BY FUNDS
FY 2022/23**

General Fund	Refuse Fund	Water Fund	Sewer Fund	Recreation Fund	Debt Service Fund	Capital Fund	Special Grants Fund	Community Center Fund	TOTAL APPROPRIATIONS
11,361,220	1,291,750	2,246,402	1,890,971	978,409	574,558	155,000	-	-	18,498,310
									TOTAL REVENUES
Estimated Revenues (Other than Real Estate Taxes):									
4,952,233	1,291,750	2,073,383	1,780,150	903,409	525,398	155,000	-	-	11,681,323
									TOTAL SURPLUS
Appropriated (Generated) Surplus:									
290,973	-	173,019	110,821	75,000	49,160	-	-	-	698,973
BALANCE OF APPROPRIATIONS TO BE RAISED BY TAXES:						6,118,014			

TAX RATE: 16.507415 Per Thousand (Town of Massena)
20.379524 Per Thousand (Town of Louisville)
20.895493 Per Thousand (Town of Norfolk)

BUDGET ADOPTED: April 5, 2022

CLOSING PUBLIC COMMENT PERIOD:

No public comments were heard at this time.

EXECUTIVE SESSION:

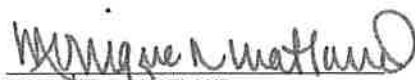
A motion was offered by Trustee Carvel, seconded by Trustee Simpson; to enter into Executive Session to discuss Collective bargaining at 6:46p.m. **Motion Carried 5:0** (AYE= Paquin/Winston/Carvel/Simpson/LeBire). A short Executive Session was held and no action was taken.

At 7:07 p.m. a motion was made by Trustee LeBire, seconded by Trustee Simpson to close executive session and return to the open meeting. **Motion Carried 5:0** (AYE= Paquin/Winston/Carvel/Simpson/LeBire)

ADJOURNMENT:

With no further business, it was moved by Trustee LeBire and seconded by Trustee Simpson that the meeting be adjourned. **Motion Carried 5:0** (AYE= Paquin/Winston/Carvel/Simpson/LeBire). It was so ordered by Mayor Paquin at 7:07 p.m.

MINUTES PREPARED BY:


MONIQUE N. CHATLAND, Village Clerk