

MINUTES

Massena Town Board Meeting & Public Hearing

Date/Time: Wednesday, May 17, 2023 @ 5:30 PM

Location: Massena Town Hall

This meeting was Live Streamed on Zoom..

ATTENDANCE:

MEMBER	PRESENT	ABSENT
Supervisor Susan Bellor	X	
Board Member Francis Carvel	X	
Board Member Patrick Facteau	X	
Board Member Adrian Taraska	X	
Board Member Debra Willer	X	

ALSO PRESENT:

Jeannine B. Miller Town Clerk, Brenda Mossow Secretary/Bookkeeper, Dylan Casselman Airport and Highway Supervisor, Eric Gustafson Town Attorney, Sean Lynch Deputy Town Clerk, Austyn Allen IT, Members of the Press, Members of the Public, Joe Savoca, Library Board, Weldon Bogardus, Planning Board, Don Meissner, Fishing, Linda McQuinn, Grant Writer, Jason Hendricks, H3 Designs, Auditor’s from Bowers & Company.

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

Public Hearing:
Public Hearing to discuss amendments to The Town of Massena Town Dog Control Policy. Public Hearing was opened at 5:31 by Facteau and Taraska. There were no public comments and the Public Hearing was closed at 5:32 by Willer and Carvel.

Announcements / Notifications
Supervisor Bellor: announced the resignation of Josh Davis as the Town Historian and Museum Curator of the Celine Philibert Memorial Cultural Center effective Friday May 19, 2023.
Supervisor Bellor: announced the resignation of part- time Court Attendant Jennifer Trejos.
The Supervisor thanked Josh and Jennifer for their service.

Presentations / Discussions
Associates from Bowers & Company gave their presentation on the 2021 Audit.

Resolution 98 - 2023				
Approval to adopt the amendments to the Town of Massena Town Dog Control Policy.				
Motion by:	Facteau	Vote:		
Second by:	Willer	Aye	Nay	Abstain
	Susan Bellor	X		
	Francis Carvel	X		
	Patrick Facteau	X		
	Adrian Taraska	X		
	Debra Willer	X		
Motion is Carried.				

Resolution 99 - 2023				
Approval to schedule a Public Hearing on July 19, 2023, in Room 30 of the Massena Town Hall. The purpose of the Public hearing will be for the South Raquette Water District Formation Project.				
Motion by:	Facteau	Vote:		
Second by:	Taraska	Aye	Nay	Abstain
	Susan Bellor	X		
	Francis Carvel	X		
	Patrick Facteau	X		
	Adrian Taraska	X		
	Debra Willer	X		
Motion is Carried.				

Resolution 100 - 2023				
Approval of the minutes from (April 19, 2023).				
Motion by:	Willer	Vote:		
Second by:	Facteau	Aye	Nay	Abstain
	Susan Bellor	X		
	Francis Carvel	X		
	Patrick Facteau	X		
	Adrian Taraska	X		
	Debra Willer	X		
Motion is Carried.				

Resolution 101 - 2023				
Approval to waive the residency requirement for the new Library Director.				
Motion by:	Willer	Vote:		
Second by:	Taraska	Aye	Nay	Abstain
	Susan Bellor	X		
	Francis Carvel	X		
	Patrick Facteau	X		
	Adrian Taraska	X		
	Debra Willer	X		
Motion is Carried.				

Resolution 102 - 2023				
Approval to hire Krista Briggs as the new Library Director for the Massena Public Library.				
Motion by:	Willer	Vote:		
Second by:	Taraska	Aye	Nay	Abstain
	Susan Bellor	X		
	Francis Carvel	X		
	Patrick Facticeau	X		
	Adrian Taraska	X		
	Debra Willer	X		
Motion is Carried.				

Resolution 103 - 2023				
Approving the Insurance quote from Selective Insurance for the Senior Citizens Office in the Community Center for \$590.89.				
Motion by:	Taraska	Vote:		
Second by:	Willer	Aye	Nay	Abstain
	Susan Bellor	X		
	Francis Carvel	X		
	Patrick Facticeau			
	Adrian Taraska	X		
	Debra Willer	X		
Motion is Carried.				

Resolution 104 - 2023				
Approval for Town Supervisor to sign the Grant from NYS Urban Development Corp. doing business as Empire State Development (ESD) for the Town of Massena Fishing Tournament Marketing Program, Project #135,476 in the amount of \$41,000.00. This is contingent upon the approval of the State Division of the Budget and receipt of funds by ESD.				
Motion by:	Willer	Vote:		
Second by:	Taraska	Aye	Nay	Abstain
	Susan Bellor	X		
	Francis Carvel	X		
	Patrick Facticeau	X		
	Adrian Taraska	X		
	Debra Willer	X		
Motion is Carried.				

Resolution 105 - 2023					
Approving the revised Application for the Airfield Electrical Improvements (Construction), additional cost of \$16,000.00 has been added to include required flight risk.					
Motion by:	Willer	Vote:			
Second by:	Carvel	Aye	Nay	Abstain	Absent
	Susan Bellor	X			
	Francis Carvel	X			
	Patrick Facticeau	X			
	Adrian Taraska	X			
	Debra Willer	X			
Motion is Carried.					

Resolution 106 - 2023														
Approving the Town Board to modify the following line items on USDA-RD Form E Budget/Cost Certification. That the Project Budget/Cost Certification be modified as follows														
<table border="1"> <thead> <tr> <th>USDA Form E Item Designation</th> <th>Modification Description</th> </tr> </thead> <tbody> <tr> <td>D.1</td> <td>Move all money from the contingency (\$240 282.50) to line item C.1.a</td> </tr> <tr> <td>A.3</td> <td>Move \$95,718.90 from net interest to line item C.1.a.</td> </tr> <tr> <td>C.2.a</td> <td>Move \$20,000 from construction materials testing to line item C.1.a.</td> </tr> <tr> <td></td> <td></td> </tr> </tbody> </table>		USDA Form E Item Designation	Modification Description	D.1	Move all money from the contingency (\$240 282.50) to line item C.1.a	A.3	Move \$95,718.90 from net interest to line item C.1.a.	C.2.a	Move \$20,000 from construction materials testing to line item C.1.a.					
USDA Form E Item Designation	Modification Description													
D.1	Move all money from the contingency (\$240 282.50) to line item C.1.a													
A.3	Move \$95,718.90 from net interest to line item C.1.a.													
C.2.a	Move \$20,000 from construction materials testing to line item C.1.a.													
Motion by:	Facticeau	Vote:												
Second by:	Taraska	Aye	Nay	Abstain	Absent									
	Susan Bellor	X												
	Francis Carvel	X												
	Patrick Facticeau	X												
	Adrian Taraska	X												
	Debra Willer	X												
Motion is Carried.														

Resolution# 107 - 2023					
Approval to Change Order No. 2 for a change in contract price for the Water Main Replacement/East Massena Consolidated Water District for an increase of \$327,410.00.					
Motion by:	Willer	Vote:			
Second by:	Facticeau	Aye	Nay	Abstain	Absent
	Susan Bellor	X			
	Francis Carvel	X			
	Patrick Facticeau	X			
	Adrian Taraska	X			
	Debra Willer	X			
Motion is Carried.					

Resolution 108 - 2023				
Approval to advertise for a New Historian for the Massena Museum. This is a part-time position.				
Motion by:	Taraska	Vote:		
Second by:	Carvel	Aye	Nay	Abstain
	Susan Bellor	X		
	Francis Carvel	X		
	Patrick Facteau	X		
	Adrian Taraska	X		
	Debra Willer	X		
Motion is Carried.				

Resolution 109 - 2023				
Approving the new updated Cyber Security Policy.				
Motion by:	Facteau	Vote:		
Second by:	Carvel	Aye	Nay	Abstain
	Susan Bellor	X		
	Francis Carvel	X		
	Patrick Facteau	X		
	Adrian Taraska	X		
	Debra Willer	X		
Motion is Carried.				

Resolution 110 - 2023				
Approving the Town Supervisor to sign a modified SEQR EAF Part 1 to the original SEQR for the Town of Massena Water District Formation.				
Motion by:	Willer	Vote:		
Second by:	Facteau	Aye	Nay	Abstain
	Susan Bellor	X		
	Francis Carvel	X		
	Patrick Facteau	X		
	Adrian Taraska	X		
	Debra Willer	X		
Motion is Carried.				

Resolution 111 - 2023				
Approval to set a Public Hearing on July 19, 2023, for the Town of Massena Water District Formation.				
Motion by:	Willer	Vote:		
Second by:	Taraska	Aye	Nay	Abstain
	Susan Bellor	X		
	Francis Carvel	X		
	Patrick Facteau	X		
	Adrian Taraska	X		
	Debra Willer	X		
Motion is Carried.				

Resolution 112 - 2023				
Approval to adopt the newly updated Sexual Harassment Policy.				
Motion by:	Willer	Vote:		
Second by:	Carvel	Aye	Nay	Abstain
	Susan Bellor	X		
	Francis Carvel	X		
	Patrick Fecteau	X		
	Adrian Taraska	X		
	Debra Willer	X		
Motion is Carried.				

Resolution 113 - 2023				
Approval to hire a Part-Time 2nd Deputy Town Clerk				
Motion by:	Fecteau	Vote:		
Second by:	Taraska	Aye	Nay	Abstain
	Susan Bellor	X		
	Francis Carvel	X		
	Patrick Fecteau	ZOOM		
	Adrian Taraska	X		
	Debra Willer	X		
Motion is Carried.				

Resolution 114 - 2023				
Approval for the Town Supervisor to sign the Agreement for the Payment of Municipal Engineering, Consulting and Legal Expenses for Air Products & Chemical, Inc.				
Motion by:	Willer	Vote:		
Second by:	Fecteau	Aye	Nay	Abstain
	Susan Bellor	X		
	Francis Carvel	X		
	Patrick Fecteau	X		
	Adrian Taraska	X		
	Debra Willer	X		
Motion is Carried.				

Resolution 115 - 2023				
Approval for the Town Supervisor to sign the two-year contact with Jason Hendricks for H3 Designs.				
Motion by:	Willer	Vote:		
Second by:	Fecteau	Aye	Nay	Abstain
	Susan Bellor	X		
	Francis Carvel	X		
	Patrick Fecteau	X		
	Adrian Taraska	X		
	Debra Willer	X		
Motion is Carried.				

Resolution	116	-	2023														
<p>Approving the Town Board to adopt the Town of Massena Non-Contract Employees’ Policy. This supersedes and replaces the Town of Massena Conditions of Employment Policy first adopted 1981, updates 1995 and 2001.</p>																	
<p>TOWN OF MASSENA Non-Contract Employees’ POLICY</p>																	
<p>This policy is for non-contract employees which includes: Full time employees: Secretary/Bookkeeper to supervisor – Superintendent of Highway/Airport/Town Buildings –Assessor – Director of Massena Library- Town Clerk Part time employees: – Museum Historian – Museum Archivist This policy follows the Town of Massena Employee Handbook (revision of 2023); following all policies set and or referenced within and includes the Policy* established in July 2022 for full time employees with reference to retirement health benefits, longevity payout, accumulated sick days, and unused vacation days. (*see appendix A) This policy replaces the Town of Massena, NY Conditions of Employment dated 10/15/81, updated on 10/11/95 and updated on 06/27/01. (Those conditions of employment addressed all employees; The unionized employees’ conditions of employment are now covered by the terms of their union contracts with the teamsters (3 contracts) and the IBEW contract with the Massena Electric Department. Non-contract employees should reside in the Massena Electric Service area during their time of employment with the town unless they have received a waiver for this requirement from the Town Board. They will be screened for drugs and alcohol use. They are responsible for performing the duties of their office as determined by the tasks to be performed. The work week for full-time employees shall be a minimum of 37 1/2 hours for those offices that are normally open 37 1/2 hours per week and 40 hours for those offices that are normally open 40 hours per week. The work week for part-time employees at the museum shall be a minimum of 15 hours on site; remote work must be pre-approved by the Town Board and those employees are not eligible for any fringe or health benefits. Full-time and part-time employees will follow payroll procedures for work on site (unless otherwise guided by NYS/Pandemic/Emergency declarations). All salaried positions held are professional, managerial positions under the Fair Labor Standards Act. Therefore, under no circumstances will there be overtime pay or compensatory time for any non-contract employee. Non-Contract employees will follow the calendar in the Handbook for observance of holidays. Holiday Schedule includes:</p>																	
<table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">1. New Year’s Day</td> <td style="width: 50%;">7. Veterans’ Day</td> </tr> <tr> <td>2. Good Friday</td> <td>8. Thanksgiving Day</td> </tr> <tr> <td>3. Memorial Day</td> <td>9. Christmas Day</td> </tr> <tr> <td>4. Independence Day</td> <td>10. Floating Holiday</td> </tr> <tr> <td>5. Labor Day</td> <td>11. Floating Holiday</td> </tr> <tr> <td>6. Columbus Day</td> <td>12. Floating Holiday</td> </tr> <tr> <td></td> <td>13. Floating Holiday</td> </tr> </table>				1. New Year’s Day	7. Veterans’ Day	2. Good Friday	8. Thanksgiving Day	3. Memorial Day	9. Christmas Day	4. Independence Day	10. Floating Holiday	5. Labor Day	11. Floating Holiday	6. Columbus Day	12. Floating Holiday		13. Floating Holiday
1. New Year’s Day	7. Veterans’ Day																
2. Good Friday	8. Thanksgiving Day																
3. Memorial Day	9. Christmas Day																
4. Independence Day	10. Floating Holiday																
5. Labor Day	11. Floating Holiday																
6. Columbus Day	12. Floating Holiday																
	13. Floating Holiday																
<p>Holidays falling on Saturday/Sunday will be observed on Friday/Monday.</p>																	
<p>Full-time non-contract employees who have completed one year of continuous service will have 5 days of vacation. Two years of completed service will have 12 days of vacation. Three years to five years of completed service will have 15 days of vacation. Six years to nine years of completed service will have 18 days of vacation. Ten years to fourteen years of completed service will have 21 days of vacation. Fifteen years to nineteen years of completed service will have 25 days of vacation. Twenty years to twenty-five years of completed service will have 28 days of vacation. Over twenty-five years of completed service will have 30 days of vacation. Full-time management employees can take 2 weeks of continuous vacation with the approval of the Town Supervisor. Vacation days do not roll over to the next year.</p>																	

Full time non-contract employees who have reached their anniversary date of employment will be allowed:
 3 personal days
 4 floating holidays
 12 sick days a year can be accrued up to 200 sick days adhering to the July 2022 retirement/health policy.
 The Superintendent of highway/airport/town buildings will receive a check in the amount of \$200 each January toward the purchase of boots and will submit receipt by last calendar day of business or will see the \$200 as income.

Non-contract management employees will follow the credit card usage and credit card policies on travel/meals/training. (Receipts must be detailed for reimbursement and not reflect any use of alcohol.)

Further specifics for non-contract employees:

The superintendent of highway/airport/town buildings has full time use of highway pickup trucks.

Various types of leave such as maternity leave, parenting leave, Family and Medical Leave Act (FLMA), military leave, leave for jury duty and court attendance, NYS disability leave, and worker’s compensation leave are covered by the Town of Massena Employee Handbook.

*Funeral Leave:

Non-contract employees will be eligible for funeral leave, not to exceed 3 consecutive business days, to attend the funeral services in the event of the death of an immediate family member of the employee. The term immediate family member is defined to mean only father, mother, wife, husband, significant other, children, brother, sister, stepchildren, stepbrothers and sisters, grandchildren, current mother-in-law and father-in-law, brother-in-law, sister-in-law, grandparents of the employee, and grandparents of the employee’s spouse. Employees may be required to provide proof of death of an immediate family member.

This policy is in effect from May 18, 2023, and shall remain in full force and effect through 2033 and only can be amended upon mutual agreement of the parties.

Motion by:	Facteau	Vote:			
Second by:	Willer	Aye	Nay	Abstain	Absent
	Susan Bellor	X			
	Francis Carvel	X			
	Patrick Facteau	X			
	Adrian Taraska	X			
	Debra Willer	X			
Motion is Carried.					

Resolution 117 - 2023

Approval to adopt a Formal Resolution to sell Property subject to Permissive Referendum.

**TOWN OF MASSENA
 RESOLUTION TO DISPOSE OF CERTAIN PARCELS OF TOWN LAND
 SUBJECT TO PERMISSIVE REFERENDUM**

At a meeting of the Town Board of the Town of Massena, held at the Town Hall in said Town in the County of St. Lawrence and State of New York, on the 17th day of May 2023, at 5:30 p.m., there were:

Present 5
 Absent 0

Council Member Willer offered the following resolution and moved its adoption:

WHEREAS the Town of Massena is a Town of the first class; and

WHEREAS, the Town has acquired by deed recorded in the Office of the St. Lawrence County Clerk at Instrument No. 06-16266, a certain parcel of real property located in said Town, described as off SH 37C, Massena, New York 13662 and labeled as Parcel No. 9.001-4-22 on the current tax rolls of the County of St. Lawrence; and

WHEREAS, the Town Board has determined that the said real property is surplus land not required for any public purpose and desires to dispose of the same.

NOW THEREFORE, BE IT

RESOLVED AND DETERMINED, pursuant to the provisions of the Town Law Section 64(2), and subject to a permissive referendum, that the Town declares surplus and may dispose of the property acquired by deed

recorded at Instrument No. 06-16266, located in said Town, described as off SH 37C, Massena, New York 13662 and labeled as Parcel No. 9.001-4-22 on the current tax rolls of the County of St. Lawrence; and be it further

RESOLVED, that pursuant to Section 82 and 90 of the Town Law that within ten (10) days from the date of this resolution the Town Clerk shall post and publish a notice which shall set forth the date of the adoption of this resolution, shall contain an abstract of such resolution concisely setting forth the purpose and effect thereof, shall specify that this resolution was adopted subject to a permissive referendum; and shall publish such notice in the newspaper of the Town, and in addition thereto that the Town Clerk shall post or cause to be posted on the sign-board of the Town of Massena, a copy of such notice within ten (10) days after the date of the adoption of this resolution.

Seconded by Council Member Facteau and duly put to a vote which resulted as follows:

<u>Bellor</u> _____	voted	yes	_____
<u>Facteau</u> _____	voted	yes	_____
<u>Willer</u> _____	voted	yes	_____
<u>Taraska</u> _____	voted	yes	_____
<u>Carvel</u> _____	voted	yes	_____

NOTICE OF ADOPTION OF RESOLUTION SUBJECT TO PERMISSIVE REFERENDUM

Notice is hereby given that at a special board meeting held on the 17th day of May, 2023 the Town Board of the Town of Massena, New York (the Town) duly adopted a Resolution and which resolution is subject to a permissive referendum pursuant to Town Law Articles 4 and 7. Said resolution is available for inspection at the office of the Town Clerk, and declares surplus the land of the Town acquired by Instrument No 06-16266, located in said Town, described as off SH 37C, Massena, New York 13662 and labeled as Parcel No. 9.001-4-22 on the current tax rolls of the County of St. Lawrence, and allows the Town to dispose of the same as authorized by law.
Dated:

Town of Massena

By: Jeannine Brouse,

Motion by:	Willer	Vote:			
Second by:	Facteau	Aye	Nay	Abstain	Absent
	Susan Bellor	X			
	Francis Carvel	X			
	Patrick Facteau	X			
	Adrian Taraska	X			
	Debra Willer	X			
Motion is Carried.					

Resolution	118	-	2023			
Approval to advertise for a part-time Court Attendant.						
Motion by:	Willer	Vote:				
Second by:	Carvel	Aye	Nay	Abstain	Absent	
	Susan Bellor	X				
	Francis Carvel	X				
	Patrick Facteau	X				
	Adrian Taraska	X				
	Debra Willer	X				
Motion is Carried.						

Resolution 119 - 2023				
Approval for the Town Supervisor to sign the Airfield Electrical Improvements (Construction) Final Application (966,128.00 Federal, \$25,425.00 State, \$25,424.00 Town Share)-Total Project \$1,016,977.00.				
Motion by:	Willer	Vote:		
Second by:	Facteau	Aye	Nay	Abstain
	Susan Bellor	X		
	Francis Carvel	X		
	Patrick Facteau	X		
	Adrian Taraska	X		
	Debra Willer	X		
Motion is Carried.				

Resolution 120 - 2023				
<u>2023 INVOICES Warrant #5</u>				
FUND	DESCRIPTION	AMOUNT		
A	GENERAL	\$162,795.32		
B	GENERAL OUTSIDE	50,618.33		
DA	HIGHWAY	38,044.80		
DB	HIGHWAY OUTSIDE	15,160.66		
HAC	TERMINAL APRON REHAB (CONST)	4,453.59		
HDB	RUNWAY 5-23 REHAB (CONST)	16,907.90		
HEC	AIRFIELD ELECTRICAL IMPROVEMENT (CONST)	6,860.28		
HEI	AIRFIELD ELECTRICAL IMPROVEMENTS (DESIGN)	10,000.00		
HFM	FISHING TOURNAMENT MKTS PROGRAM (2023)	2,665.00		
HME	EXPANSION C.G. PHILIBERT CULTURAL CENTER	14,400.00		
HNO	E MASSENA WATER MAIN REPLACEMENT	36,011.44		
HPW	WATER DISTRICT DEVELOPMENT	26,263.74		
L	LIBRARY	17,440.64		
SSM	SOUTH MAIN STREET SEWER	115.28		
SWA	E. MASSENA CONSOLIDATED WATER DISTRICT	8,837.42		
TOTAL		\$410,574.40		
	WARRANT #5 CHECK #S 51224 - 51314	\$365,401.93		
	DIRECT PAY (ACH)	1,000.00		
	MANUAL CHECKS	\$44,172.47		
		TOTAL	\$410,574.40	
Motion by:	Facteau	Vote:		
Second by:	Willer	Aye	Nay	Abstain
	Susan Bellor	X		
	Francis Carvel	X		
	Patrick Facteau	X		
	Adrian Taraska	X		
	Debra Willer	X		
Motion is Carried.				

Resolution 121 - 2023					
BUDGET & CASH TRANSFERS AND AMENDMENTS					
<p>CASH TRANSFER: TRANSFER: \$1,000.00 from NBT Bank A/C#****8489 Town of Massena – General Fund to NBT Bank A/C#****7891 – Dale Peets, Jr. <i>(This transfer will allow for a portion of the Town’s share of insurance deductibles to be deposited as needed.)</i> TRANSFER \$28,011.44 from NBT A/C#****1100 Town of Massena – East Massena Consolidate Water District – Water Main Replacement Project to Town of Massena General Fund at NBT Bank A/C#****8489. <i>(This transfer will reimburse the General Fund for C&S Engineers (\$28,011.44).)</i> TRANSFER \$127.50 from A/C#A.1990.000 Contingent Account to A/C#A.6989.400 Other Economic Opportunity & Development Contractual. <i>(This transfer will cover the over-run in this general ledger account.)</i> TRANSFER \$1,351.06 from A/C#A.5610.400.0407 Airport Contractual Repairs & Maintenance to A/C#A.5610.400.0402 Airport Contractual Supplies & Materials. <i>(This transfer will cover the over-run in this general ledger account.)</i> TRANSFER \$577.25 from A/C#7450.400.0401 Museum Contractual Communications & Utilities to A/C#7450.400.0424 Museum Contractual Office Supplies. <i>(This transfer will cover the over-run in this general ledger account.)</i> TRANSFER \$8,000.00 from A/C#A.3510.410 Dog Control Officer to A/C#A.3510.100 Dog Control Personnel Service. <i>(This transfer will cover the overruns in this general ledger account.)</i> REQUEST PERMISSION TO: CREATE NEW SAVINGS ACCOUNT REQUEST PERMISSION to create a new savings account with MBIA/CLASS (NY-01-0307-0028) titled “Massena Public Library (Giving Day) for \$6,391.11 transferred from Town of Massena General Fund A/C****8489 at NBT Bank. <i>(These funds are to be used for resources (books, magazines, DVD’s, and programming materials).)</i> REQUEST PERMISSION TO: OPEN A NEW CHECKING ACCOUNT at NBT Bank Town of Massena – Elaine Dunne-Thayer <i>(This will create a new insurance debit card account for Elaine Dunne-Thayer effective 7/1/2023.)</i> REQUEST PERMISSION to close the following checking accounts at Community Bank because the funds have been depleted and projects have been completed. A/C#****5110 Airport Parking Lot Rehab & Expansion (HPL Fund) A/C#****7313 Taxiway A Rehabilitation Phase 2 (HTP Fund) A/C#****9665 GA Apron Rehabilitation (Design) (HGA Fund) A/C#****3915 Purchase SRE (Support Vehicle Loader) (HPS Fund) CREATE A DUE TO/DUE FROM REQUEST PERMISSION to create Due to/Due from entry as follows: From the General A Fund \$6,000.00 to HEI Fund – Airfield Electrical Improvements (Design) To cover the cost of an invoice due to be paid back when Federal Funds are received. From the General A Fund \$6,860.28 to HEC Fund – Airfield Electrical Improvements (Const) To cover the cost of invoices due to be paid back when Federal Funds are received.</p>					
Motion by:	Willer	Vote:			
Second by:	Facteau	Aye	Nay	Abstain	Absent
	Susan Bellor	X			
	Francis Carvel	X			
	Patrick Facteau	X			
	Adrian Taraska	X			
	Debra Willer	X			
Motion is Carried.					

Report Submitted by Dylan Cassleman. #33 Fabricated new material doors in the tailgate, #1, Replaced steering stabilizer Massena Airport Boutique Air numbers for April 2023 440 Enplaned, 464 Deplaned, 904 Total, 170 landings. 5 Cancelled for weather for April 2023

Massena Town Board meeting May 17, 2023, Highway Department Continue working with NYPA on issues with modernization project that involves town roads. Kubricky and Sons are continuing to work on restoration of the East Massena Waterline. Started sandblasting and painting plow equipment. Chipped brush pile 2 times. Unlocked SH 37 boat launch. Picked garbage from all town roads. Made a temporary repair to a Horton Road cross culvert pipe with help from St. Lawrence County Highway department. Equipment Repairs Highway: #33 Fixed wiring to rear strobe lights. The Runway 5/23 rehab project is due to start work on June 5th and continuing through October 3rd. The airport will be shut down from July 5th to July 26th. Taxiway A east end lights are still out. Started mowing. Massena Library No new issues. Massena Museum Working on water damage on front and rear entry way. Painting all outside window trim. Massena Town Hall No new issues.

Report Submitted by Deb Willer

Updates from Library Board Meeting. The Library Board of Trustees met on May 9, 2023. The board has made a selection for the new Library Director; the Town Board will review at May 17th meeting. All the recently hired staff are in the process of training for the positions and awaiting Civil Service testing. National Library Week and National Library Giving Day were well supported by our community. Donations were \$6416, the book sale brought in \$603, raffles netted \$498. The Swing Band concert was standing room only. The May edition of the Library Newsletter is available online as well as at the library. The staff will be transitioning to summer offerings to begin in June. Friends of the Library continues its work on becoming a 501c3. Patty Ryan has volunteered to be the trustee liaison to the Friends board. Elaine will encourage the Friends board to select a liaison to attend the Library Trustee meetings. There will be a public reception June 7th from 4-6pm honoring Elaine Dunne and Deb Fuehring on their retirement. The next meeting of the board will be June 13th at 4:15pm.

The Massena Electric Utility Board met on April 20, 2023. It has been 296 days since the last lost time incident and 659 days without a reportable injury. In March, there were 8 trouble calls; only two of the calls involved power outages because of animal contact with the transformers. In a separate incident, one pole had to be replaced due to a hit and run accident. The crews continue to finish up winter projects and phase into spring/summer activities, including work on the ash trees. Purchased power prices were down in March as was the total amount of power purchased. Total receipts were below budget for March. The HEAP program was slated to close at the end of March but has been extended to the end of April due to increased community needs. Insurance costs were significantly higher than budgeted, mostly due to the limited number of companies interested in insuring the substations. The board wants to remind customers that the “convenience fee” charged when they make an online payment is added by the payment processor and not by MED; that amount does not come back to MED. MED staff will be participating in a table-top security drill with the Massena Police Department in June.

Reports Submitted by Sue Bellor

1. The Chamber of Commerce Board held the required vote for members on April 20th and the merger was approved. The St. Lawrence County Chamber will hire staff for the office here.
2. The Ethics Board reviewed and amended all items through page 149 and will meet again on May 22nd.
3. The Comprehensive Planning committee met on April 27 and May 11 to plan out the process for departments and timeline rankings. The next meeting is June 1.

May Quick Write-up Massena Recreation will be hosting the annual Ted Kot Free Fishing Day on May 20th at the Wilson Hill Boat Launch from 9am-12pm. Good bags and Raffle Prizes will be given out to all participants. Softball has begun and we have 12 teams on Monday, 1 Tuesday, 1 Wednesday, 8 Thursday, 3 Friday, and 4 on Sunday as well as several tournaments already in the books for the summer. Massena Recreation has 141 registered players in Massena Youth lacrosse, which we have taken over for the first time and has plenty of rentals in the arena for box lacrosse this spring as well. Massena Town Beach will open on Memorial Day (picnic area only) this year again with will open for bathing when the temperatures are appropriate. We were looking to do some May activities at the arena but are busy with lacrosse additions and extra mowing responsibilities, so those activities are taking a back seat at this time (Indoor Movie, Nerf).

Town Planning/Zoning, Verbal from Pat Facteau

Motion made by Council Member Willer to go into Executive Session at 6:38 PM, seconded by Council Member Taraska. Returned to Public Session at 8:04 PM.

<p>Next Scheduled Meeting: Regular Meeting & Public Hearing June 21, 2023, at 5:30 PM, Town Hall</p>
<p>Adjournment: The meeting adjourned at 8:04 PM by unanimous consent.</p>

Respectfully submitted by Jeannine B. Miller, Town Clerk