

MINUTES
Public Hearing & Regular Town Council Meeting, Town of Massena
Date/Time: Wednesday, May 20, 2020, 5:30 pm
Location: Massena Town Hall Via Facebook Live

ATTENDANCE:

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

ALSO PRESENT:

Pamela Catanzarite-Town Clerk, Jeannine Brouse-Deputy Clerk, Brenda Mossow-Sec.-Bookkeeper, Frank Diagostino-Hwy-Airport Superintendent, Eric Gustafson-Town Sign, Jim Murphy-BDC

The Supervisor opened the meeting with the **Pledge of Allegiance**.

The Supervisor continued the meeting with a **15-Minute Public Comment Period**.

Open Public Hearing at 5:30

Read Legal Notice:
 NOTICE IS HEREBY GIVEN that the Town of Massena will hold a Public Hearing on Wednesday, May 20th, 2020, at 5:30 PM in the Massena Town Hall, 60 Main Street, Massena, New York for the purpose of considering a Noise Ordinance for the Town of Massena. A copy of the draft Noise Ordinance is available for public inspection at the office of the Massena Town Clerk and on the Town of Massena web site.
 By: 5/8/20 Pamela Catanzarite, Town Clerk

Motion by Councilman Carbone and seconded by Councilman Nicola to close Public Hearing @ 5:55 and open Regular meeting.

Supervisor took some comments by letter and a few by phone.

Motion by Councilman Carbone, seconded by Councilwoman Bellor to table the Noise Ordinance for further review after public comments. It will be looked at again at the next Town Board Meeting on June 17, 2020. All in favor.

Resolutions:

Resolution #	76 - 2020				
To approve minutes of April 15, 2020					
Motion by:	Councilwoman Bellor	Vote:			
Second by:	Councilman Elsner	Aye	Nay	Abstain	Absent
	Steve O’Shaughnessy	X			
	Albert Nicola	X			
	Robert Elsner	X			
	Samuel Carbone, Jr.	X			
	Susan Bellor	X			

Resolution # 77 - 2020				
To approve minutes for May 6, 2020.				
Motion by:	Councilman Elsner	Vote:		
Second by:	Councilman Nicola	Aye	Nay	Abstain
	Steve O'Shaughnessy	X		
	Albert Nicola	X		
	Robert Elsner	X		
	Samuel Carbone, Jr.	X		
	Susan Bellor	X		

Resolution # 78 - 2020				
To Authorize the Supervisor to sign a 3-year renewal contract with <u>Siemens</u> for the Town Hall				
Motion by:	Councilman Nicola	Vote:		
Second by:	Councilman Carbone	Aye	Nay	Abstain
	Steve O'Shaughnessy	X		
	Albert Nicola	X		
	Robert Elsner	X		
	Samuel Carbone, Jr.	X		
	Susan Bellor	X		

Resolution # 79 - 2020				
To Authorize the Supervisor to execute the <u>Grant Offer for Airport Improvement Program (AIP) Project No. 3-36-0054-084-2020</u> at Massena International Airport in Massena, New York, for the following project: <u>Rehabilitate existing Runway 5-23 (5,600LF x 100LF) pavement including associated Stub Taxiways A, B, C, D, and E, associated drainage and remarking; Rehabilitate Runway 5-23 Lighting System – Design</u>				
Motion by:	Councilwoman Bellor	Vote:		
Second by:	Councilman Carbone	Aye	Nay	Abstain
	Steve O'Shaughnessy	X		
	Albert Nicola	X		
	Robert Elsner	X		
	Samuel Carbone, Jr.	X		
	Susan Bellor	X		

Resolution # 80 - 2020				
To Award to <u>Barrett Paving Materials, Inc.</u> 26572 NYS Rt. 37 Watertown, NY 13601 for Massena International Airport Taxiway C Rehabilitation FAA AIP No. 3-36-0054-69-15 (D) & 3-36-0054-_-20 (C) NYSDOT Project No. 7902.80 & 7902. (C) Bid Amount \$1,446,744.00				
Motion by:	Councilman Elsner	Vote:		
Second by:	Councilman Nicola	Aye	Nay	Abstain
	Steve O'Shaughnessy	X		
	Albert Nicola	X		
	Robert Elsner	X		
	Samuel Carbone, Jr.	X		
	Susan Bellor	X		

Resolution # 81 - 2020					
To Authorize the Supervisor to sign the Final Application for the following project: <u>Fence Improvements & Stabilization Construction</u>: Federal \$1,330,355.00, State \$ 35,009.00, FAA \$35,010.00, Total \$ 1,400,374.00.					
Motion by:	Councilman Elsner	Vote:			
Second by:	Councilwoman Bellor	Aye	Nay	Abstain	Absent
	Steve O'Shaughnessy	X			
	Albert Nicola	X			
	Robert Elsner	X			
	Samuel Carbone, Jr.	X			
	Susan Bellor	X			

Resolution # 82 - 2020					
To Award bid to <u>New York State Fence, Inc</u> for Massena International Airport Fence Improvements and Stabilization FAA AIP No. 3-36-0054-77-18 (D) & 3-36-0054-___-20 (C) NYSDOT Project No. 7902.88 (D) & 7902.(C). Total Bid amount- \$1,316,374.00.					
Motion by:	Councilwoman Bellor	Vote:			
Second by:	Councilman Carbone	Aye	Nay	Abstain	Absent
	Steve O'Shaughnessy	X			
	Albert Nicola	X			
	Robert Elsner	X			
	Samuel Carbone, Jr.	X			
	Susan Bellor	X			

Resolution # 83 - 2020					
To Authorize the supervisor to sign an Engineering Agreement with <u>Tisdell Associates Consulting Engineers</u> for Project: Highland Rd and Smith Dr, sewer Rehabilitation. Fee for service is \$17,000.					
Motion by:	Councilman Nicola	Vote:			
Second by:	Councilman Elsner	Aye	Nay	Abstain	Absent
	Steve O'Shaughnessy	X			
	Albert Nicola	X			
	Robert Elsner	X			
	Samuel Carbone, Jr.	X			
	Susan Bellor	X			

Resolution # 84 - 2020				
To authorize the Supervisor to sign a grant application for the installation of two electrical supply stations.				

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

Resolution #	85 - 2020				
To accept the Transfers and Amendments					
Motion by:	Councilwoman Bellor	Vote:			
Second by:	Councilman Carbone	Aye	Nay	Abstain	Absent
	Steve O'Shaughnessy	X			
	Albert Nicola	X			
	Robert Elsner	X			
	Samuel Carbone, Jr.	X			
	Susan Bellor	X			

May 20,2020

BUDGET & CASH TRANSFERS AND AMENDMENTS

CASH TRANSFER:

TRANSFER \$11,078.62 from NBT Bank A/C#**9438 Town of Massena - MMH Retirees Health Insurance Account to NBT Bank A/C#****8489 – Town of Massena General Fund**

This transfer will cover the employer and employee share of the St. Lawrence County Chamber of Commerce – Health Plan for the hospital retirees for June 2020.

TRANSFER \$1,500.00 from NBT Bank A/C#**8489 Town of Massena General Fund to NBT A/C#****9842 Pre-Medicare retiree Donald LaBaff**

This transfer will allow for a portion of the Town’s share of insurance deductibles deposited as needed.

TRANSFER \$137,679.42 from Town of Massena-Rescue Squad Billing A/C#**5913 to Town of Massena General A/C#****8489 at NBT Bank.**

This transfer will reimburse the Town of Massena for Rescue Squad Expenses for the 1st Qtr 2020.

BUDGET TRANSFERS:

TRANSFER \$43,130.67 from Airport Contractual A/C# A.5610.400 to the following:

Airport Contractual. Communications & Utilities A/C# A.5610.400.0401	\$ 4,522.39
Airport Contractual. Supplies & Materials A/C# A.5610.400.0402	\$ 2,185.34
Airport Contractual Services A/C# A.5610.400.0403	\$ 280.74
Airport Contractual. Repairs & Maintenance A/C# A.5610.400.0407	\$ 19,117.00
Airport Contractual Fuel – AV Gas A/C# A.5610.400.0409	\$ 17,025.20

This transfer will cover the over-run in these general ledger’s accounts.

TRANSFER \$2,098.92 from Library Personal. Service A/C# L.7410.100 to Brasher Library Personal Service A/C#L.7410.100.7411

This transfer will cover the over-run in this general ledger account.

TRANSFER \$45.99 from Library Equipment A/C# L.7410.200 to Library Equipment Massena Library A/C# L.7410.200.7410

This transfer will cover the over-run in this general ledger account.

TRANSFER \$1,661.03 from Library Books and Periodicals A/C# L.7410.410 to Library Books and Periodicals Massena A/C# L.7410.410.7410

This transfer will cover the over-run in this general ledger account.

TRANSFER \$2,456.51 from Library Maintenance A/C# L.7410.420 to Library Maintenance Massena Library A/C# L.7410.420.7410

This transfer will cover the over-run in this general ledger account.

TRANSFER \$9,138.07 from Library Supplies A/C# L.7410.440 to Library Supplies Massena Library A/C# L.7410.440.7410

This transfer will cover the over-run in this general ledger account.

TRANSFER \$3,697.36 Library Brasher Branch Expenditures A/C# L.7410.460 to Brasher Library Expenditures A/C# L.7410.460.7411

This transfer will cover the over-run in this general ledger account.

CREATE A DUE TO/DUE FROM

REQUEST PERMISSION to create Due to/Due from entries as follows:

From the General A Fund \$1,000 to HCR Fund-Taxiway "C" Rehabilitation (Design)

From the General A Fund \$7,100 to HGA Fund-GA Apron Rehabilitation (Design)

To cover the cost of an invoice due to be paid back when State Funds are received.

Resolution #	86 - 2020
To approve Warrant # 5	
Motion by:	Councilman Nicola
	Vote:

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

**TOWN OF MASSENA
TOWN BOARD MEETING
May 20, 2020**

WARRANT #5

FUND	DESCRIPTION	AMOUNT
A	GENERAL	\$ 158,264.81
B	GENERAL OUTSIDE	49,443.89
DA	HIGHWAY	25,273.43
DB	HIGHWAY OUTSIDE	382.37
HCR	TAXIWAY "C" REHAB (DESIGN)	1,000.00
HGA	GA APRON REHAB (DESIGN)	15,000.00
HTA	TERMINAL APRON REHAB DESIGN	1,322.87
HTP	TAXIWAY A REHAB PHASE II	881.18
L	LIBRARY	27,835.09
SF	FIRE PROTECTION DISTRICT	10.00
SSM	SOUTH MAIN STREET SEWER	90.36
SWA	E MASSENA CONSOLIDATED WATER DISTRICT	36.63

TOTAL \$ 279,540.63

WARRANT #5 CHECK #'S 47037 - 47090 \$ 124,192.25

MANUAL CHECKS 155,348.38
TOTAL \$ 279,540.63

	Committee Reports: Attached
	Next Town Board Meeting June 17, 2020 @ 5:30pm

	15- Minute Public Comment Period (Closing Comments)
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To adjourn the meeting at 7:12 pm					
Motion by:	Councilwoman Bellor	Vote:			
Second by:	Councilman Nicola	Aye	Nay	Abstain	Absent
	Steve O’Shaughnessy	X			
	Albert Nicola	X			
	Robert Elsner	X			
	Samuel Carbone, Jr.	X			
	Susan Bellor	X			

Respectfully Submitted,

Pamela A. Catanzarite
Town Clerk

Sue’s Committee Reports May 20, 2020

1. Rescue Squad:

They did not meet this month, but bills have been submitted to Town totaling \$61,947.61. Members accumulated 2420 hours of donated service at value of \$58,322. Calls were reported for advanced life and basic life support with 41 non-transport with transported calls down by 31 compared to 2019. Calls to hospitals showed 10.8% to CP Hospital.

The Rescue Squad is looking to purchase a portable shower to follow NYS guidelines for Covid-19 cleanliness and safety; trying to be financially cautious but so far this month they have had to do 30 decontaminations of ambulances (2-3 times per night per vehicle). This is also the 60th anniversary of the Massena Rescue Squad and hopefully we will help them celebrate at some point this year.

2. Library:

The library board met on their scheduled date of May 12th by ZOOM.

Monthly business agenda items were completed as usual; with information on dealing with the coronavirus -19; phases for reopening; budget cuts through end of year affecting hours; extending loans of books to 6 weeks if not new books; free from fines on late books; receipt of names of people interested in running for the library board seats, and readying with publicity items to get out the vote - which will be by absentee ballots received no later than June 9th at 5pm, when the school district will process the results with poll inspectors that evening.

Their next meeting is Thursday June 11th.

Additionally, Lib. Director Elaine notified us that North Country Lib. Systems listed items that need to be addressed prior to opening for curbside service, inclusive of a lib. Bd. meeting to make a resolution authorizing the library to open on a specified date (following the NCLS Reopening Guide).

3. The BDC met at same time as our special board meeting of May 6th. Jim will report.

Massena Town Board meeting May 20, 2020.

Highway Department

All MEO's back on May 4, 2020.

Picked roadsides week of May 4, 2020.

Cleaned up and mowed cemetery's, getting ready for Memorial Day.

Installed tarps on all dump trucks.

Got several highway vehicles & trailers ready for NYS inspections

Replaced 6 by 4 metal tube on unit #47 tilt box (dump box).

Dale Peets Jr. last day of work was May 15, 2020 (Retired).

Moved / replaced two driveway culvert pipes.

Spring Cleanup

Town of Massena Spring Cleanup started on Friday May 1, 2020.

Going very well no issues.

Numbers for May 1, 2020 through May 16, 2020 (9 days).

Number of loads 39

Weight LBS 23,880

Tons 11.90

Cost \$1,488.80

Massena Airport

Boutique Air numbers for April 2020

Enplaned 28, Deplaned 28, Total 56

Cancelled for weather 10, Cancelled other 16, Total cancelled flights 26.

April 2020 landings for Boutique Air at the Massena Airport 81.

Received new Jet-A fuel truck from SkyMark. On Tuesday June 2, 2020 SkyMark Tech will be at the Massena Airport for training on the new Jet-A fuel truck along with St. Lawrence County Weights and Measures to calibrate meters on the fuel truck for dispensing fuel.

Received bids for the three Massena Airport projects.

Taxiway C Rehabilitation bid came in at \$1,446,744.00, FAA approved bid. Needs Town of Massena Board Approval.

Fence Improvement and Stabilization bid came in at \$1,316,374.00, FAA approved bid. Needs Town of Massena Board approval.

GA Rehabilitation bid came in at \$744,538.00. The supplemental discretionary funding for this project was \$727,000.00. There is additional cost that is associated with this project construction inspection cost, exceeds the allotted grant amount. If the project was to be completed in 2020 the Town of Massena local share would be around \$115,538.00. The Town of Massena can move this project to the 2021 ACIP and rebid and the Towns share would approximately \$22,000.00.

FAA approved the funding for 5-23 runway rehabilitation and lighting system design cost \$426,000.00. Needs Massena Town Board approval.

Received a letter from the NYS DEC that we have successfully closed out all inspection violations for Petroleum Bulk Storage.

Massena Library
closed.

Massena Museum
Closed
Having issue with security system and surveillance cameras.

Massena Town Hall
Closed, Town hall personal only.

Was notified of water on the floor and damage sheet rock at the Massena Town Hall police station break room. Found steam line on outside wall leaking. Found that the streamline was imbedded in the concrete steps that are used to access the outside door into the alley way. Had to remove concrete steps, replaced steam line, replace concrete steps, replaced metal wall studs, sheet rock, mud, tape and paint. Estimated cost of repair \$650.00.

Need to review Quote to upgrade surveillance cameras for the Massena Town Hall. (Quote \$9,990.00)

Received new services agreement from Siemens for the Massena Town Hall. Needs Massena Town Boards approval. The current Service agreement expires on April 30, 2020.

Year 1 5/1/20 to 4/30/21 \$5,330.00 annually
Year 2 5/1/21 to 4/30/22 \$5,490.00 annually
Year 3 5/1/22 to 4/30/23 \$5,655.00 annually

Services Covers:

Technical Support.
Data Protection & Data Recovery Services.
Preventive Maintenance.
Network Maintenance.
Repair and replacement services.

Billable Services:

Emergency Online/Phone Response.

Firmware updates and Software Support and updates.
Not included and will be quoted separately.

Highland Road and Smith Drive Sewer Line Rehabilitation.
Needs Massena Town Board approval.

Engineering Agreement with Tisdell Associates.
Preliminary Engineering Report \$10,000.00
Environmental Review Report \$ 7,000.00
Total \$17,000.00

Frank Diagostino