

Regular Town Council Meeting, Town of Massena
Date/Time: Wednesday, June 16, 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.	X	
Councilwoman Susan Bellor	X	

ALSO PRESENT:

Jeannine Brouse, Town Clerk; Brenda Mossow, Secretary; Frank Diagostino, Highway Supervisor, Airport Supervisor; Aaron Tisdale, Tisdale Associates, Jason Hendricks, H3 Designs, Nathan LaShomb, Chamber of Commerce Don Meissner, Linda McQuinn, Austyn Allen Audio & Video; 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

Presentations / Discussions.

- **Aaron Jarvis, Tisdale Associates** gave an update on the Bids for the East Massena Water Districts Project. After much discussion between the Board Members, Frank Diagostino and Aaron Jarvis and due to the high cost of materials at this time the project will re-bid in February of 2022, unless Mr. Jarvis can find an additional funding source (he will advise within the next week). Motion made by Councilman Elsner and Second by Councilman Carbone. Motion Carried.
- **The Board** discussed the vacancies on the Rescue squad and The Zoning Board of Appeals and would like a letter of interest from anyone who would like to be on the Boards. Further action tabled until July 21, 2021 Board Meeting.
- **Lot Line Zoning Change** in East Massena tabled until more information is available. Steve has not heard back from anyone.
- **Don Meissner** gave updates on the upcoming Fishing Tournaments.

Resolution	81	2021				
Authorizing Supervisor to sign a Contract with H3 Designs for the Period July 1, 2021 through June 30, 2022 for Branding and Identity at a cost of \$24,100.00.						
Motion by	Councilwoman Bellor		Vote:			
Second by:	Councilman Elsner		Aye	Nay	Abstain	Absent
	Steve O’Shaughnessy		X			
	Susan Bellor		X			
	Samuel Carbone, Jr.		X			
	Robert Elsner		X			
	Albert Nicola		X			
Motion is Carried						

Resolution 82 - 2021					
Authorizing the Transfer of \$10,000.00 from the Town's 2021 NYPA Highflow Distribution Fund for the use of Promotional Materials to promote the Town of Massena.					
Motion by	Councilman Elsner	Vote:			
Second by:	Councilman Carbone	Aye	Nay	Abstain	Absent
	Steve O'Shaughnessy	X			
	Susan Bellor	X			
	Samuel Carbone, Jr.	X			
	Robert Elsner	X			
	Albert Nicola	X			
Motion is Carried.					

Resolution 83 - 2021					
Approving Minutes for May 19, 2021, May 26, 2021, June 2, 2021					
Motion by	Councilman Nicola	Vote:			
Second by:	Councilman Elsner	Aye	Nay	Abstain	Absent
	Steve O'Shaughnessy	X			
	Susan Bellor	X			
	Samuel Carbone, Jr.	X			
	Robert Elsner	X			
	Albert Nicola	X			
Motion is Carried.					

Resolution 84 - 2021					
Approving the Massena Airport Snow Removal Equipment Contract Base Bids Plus Add-On 1, 2, and 3 in the amount of \$346,000.00 to Monroe Tractor (North Syracuse, New York) in accordance with the conditions of award stipulated in the bid amount and contingent upon Federal Aviation Administration Concurrence.					
Motion by	Councilman Carbone	Vote:			
Second by:	Councilman Nicola	Aye	Nay	Abstain	Absent
	Steve O'Shaughnessy	X			
	Susan Bellor	X			
	Samuel Carbone, Jr.	X			
	Robert Elsner	X			
	Albert Nicola	X			
Motion is Carried.					

Resolution 85 - 2021					
Approving the Purchase and Installation of a Genetec Stream Vault Server for the Town Hall through NCC Systems at a cost of \$6,552.48					
Motion by	Councilwoman Bellor	Vote:			
Second by:	Councilman Carbone	Aye	Nay	Abstain	Absent
	Steve O'Shaughnessy	X			
	Susan Bellor	X			
	Samuel Carbone, Jr.	X			
	Robert Elsner	X			
	Albert Nicola			X	
Motion is Carried.					

Resolution 86 - 2021				
Approving the Supervisor to Execute a Service Contract with NCC Systems in the amount of \$7,250.00 per year effective January 6, 2022, said Agreement to be for a period of Three (3) Years with Automatic Renewal year to year Thereafter.				
Motion by	Councilwoman Bellor	Vote:		
Second by:	Councilman Carbone	Aye	Nay	Abstain
	Steve O'Shaughnessy	X		
	Susan Bellor	X		
	Samuel Carbone, Jr.	X		
	Robert Elsner	X		
	Albert Nicola			X
Motion is Carried.				

Resolution 87 - 2021				
Approving Budget & Cash Transfers and Amendments				
CASH TRANSFER:				
TRANSFER \$1,000.00 from NBT Bank A/C#****8489 Town of Massena General Fund to NBT A/C#****9869 Pre-Medicare retiree Brian Chase				
TRANSFER \$1,000.00 from NBT Bank A/C#****8489 Town of Massena General Fund to NBT A/C#****7891 Pre-Medicare retiree Dale Peets, Jr.				
TRANSFER \$1,000.00 from NBT Bank A/C#****8489 Town of Massena General Fund to NBT A/C#****2709 Pre-Medicare retiree James Debien				
TRANSFER \$1,000.00 from NBT Bank A/C#****8489 Town of Massena General Fund to NBT A/C#****9850 Pre-Medicare retiree Thomas Gabor				
<i>(These transfers will allow for a portion of the Town's share of insurance deductibles deposited as needed.)</i>				
BUDGET TRANSFERS:				
TRANSFER \$4,331.08 from Contingent Account A/C# A.1990.000 to Supervisor. Contractual A/C# A.1220.400 <i>(This transfer will cover the over-run in this general ledger account.)</i>				
TRANSFER \$5,438.32 from Contingent Account A/C# A.1990.000 to Rescue Squad Repairs & Maintenance A/C# a\A.4540.400.0407 <i>(This transfer will cover the over-run in this general ledger account.)</i>				
TRANSFER \$62.35 from Airport. Contractual. Services A/C# A.5610.400.0403 to Airport.Contractual. ARFF A/C# A.5610.400.04				
Motion by	Councilwoman Bellor	Vote:		
Second by:	Councilman Nicola	Aye	Nay	Abstain
	Steve O'Shaughnessy	X		
	Albert Nicola			X
	Susan Bellor	X		
	Samuel Carbone, Jr.	X		
	Robert Elsner	X		
Motion is Carried.				

Resolution 88 - 2021					
Approving Warrant #6					
FUND	DESCRIPTION	AMOUNT			
A	GENERAL	\$205,494.95			
B	GENERAL OUTSIDE	2,706.22			
DA	HIGHWAY	25,633.91			
DB	HIGHWAY OUTSIDE	24,515.03			
HAP	AIRPORT PAVEMENT MANAGEMENT SYSTEM	1,621.11			
HFC	FENCE IMPROVEMENTS & STAB (CONST)	623.89			
HGR	GA APRON REHAB (CONST)	926.39			
HHG	NEW HIGHWAY FACILITY	34,000.00			
HRC	TAXIWAY "C" REHAB (CONST)	3,456.21			
HRR	TERMINAL ACCESS ROAD (DESIGN)	751.91			
L	LIBRARY	20,706.93			
SSM	SOUTH MAIN STREET SEWER	63.45			
SWA	E. MASSENA CONSOLIDATED WATER DISTRICT	12,436.37			
		TOTAL			
		\$332,936.37			
WARRANT #6 CHECK #S 48591-48677		\$241,111.45			
MANUAL CHECKS		91,824.92			
		TOTAL			
		\$332,936.37			
Motion by	Council Nicola	Vote:			
Second by:	Councilwoman Bellow	Aye	Nay	Abstain	Absent
	Steve O'Shaughnessy	X			
	Susan Bellow			X	
	Samuel Carbone, Jr.	X			
	Robert Elsner	X			
	Albert Nicola	X			
Motion is Carried.					

Financial Reports: The Town Supervisor reviewed the Financial Reports
Committee Reports
<i>Report Submitted by Frank Diagostino</i>
<u>Highway Department:</u> Started mowing roadsides on June 1, 2021. Processed 1400 tons of mulch through Midland pugmill. #50 replace right rear wheel bearing and axle seal. Installed driveway aprons at 270 and 846 N.Raquette River Road. Replaced driveway culvert pipes at 327, 333 and 544 Pontoon Bridge Road also cleaned ditches. Cleaned cross culvert pipe near 327 Pontoon Bridge Road. Milled and filled two areas on Pontoon Bridge Road in driving lanes West end. Repaired guard rails north and south sides on Pontoon Bridge Road. Pontoon Bridge Road is ready for paving. Mowed cemeteries and Town properties (Twice). #22 adjusted rear brakes and adjusted clutch. Picked up #47 at 5TH wheel in Malone, replaced synchronizer in transmission for high / low range. Spring Cleanup - #loads 199, Wgt.82,790 lbs., 41.395 tons. Transfer station fee \$4,967.40, cost to advertising \$199.00. Started getting Highland Road ready for paving <u>Massena Airport:</u> Boutique Air numbers for May 2021 Enplaned 225, Deplaned 292, Total 517, landings 82. Cancelled for weather 3, Cancelled other 14, Total cancelled flights 17 for May 2021. Received compliant close-out letter from the FAA on Pat 139 certification inspection that took place in April 2021. All corrective actions were approved. General Aviation Apron rehab project will start week of June 28, 2021. There will be a coordination meeting for the GA Apron Project on June 15, 2021 from 2pm to 3pm. Fence project will start on July 6, 2021.

Massena Library: Issue – roof leak front entrance, temporarily patched. Had an issue with floor drains in boiler room that take condensation water away from air handler. Drains plugged solid with dirt. Were able to clear blockage with sewer auger

Massena Museum: Open no issues.

Massena Town Hall: Massena Town Hall issue with roof air handler, blower motor failed. East Massena Waterline project bid opening on June 10, 2021 at 4pm. Still no applicants for Resident Project Representative (Clerk of the Works) for East Massena waterline project.

Massena Rescue Squad: Open no issues.

Report Submitted by Sue Bellor

1. Rescue Squad:

The board met in person on Monday June 14th.

Bills have been submitted paid by the town totaling \$37,356.17.

Members accumulated 1368 hours of service. Calls were reported for advanced life and basic life support with or without transport totaling 192 for the month, and 689 for the year, with transported calls up by 15 compared to 2020. Calls to other hospitals showed 17 with 8.9% going to Canton-Potsdam Hospital. The board would like the town board to send a letter to thank Ralph Bathelt for his service. The board reviewed crew size and rotations. They also discussed calls and turnaround times and guest EMS Brenton LaGrow who is supervisor for E5 explained the process and timeliness requirements for paperwork for volunteers when completing calls. He also showed the stats and quote for a new ambulance and will seek other specs and quotes from two other companies and will plan to do a presentation at an upcoming Town Board meeting. Councilman Bob Elsner asked for a representative from the squad to participate in planning and participation at the upcoming fishing tournaments. The next meeting is Monday July 12, 2021.

2. Library:

The library board met on June 8th by ZOOM. Monthly business agenda items were completed as usual. The Brasher library has transferred \$2220.23 to cover the cost of salary. They discussed the Brasher library and its future. They have a written safety plan which can be seen on their website. The summer reading program will be either remote or held outside. Be sure to check out their newsletter. The board plans to review and approve their long-range plan with 5 specific goals by their July meeting. The lighting project which was grant approved by the NYS Ed. Dept is going well with replacement lighting; the MED plans to contribute \$5,000 to the balanced match of \$40,755. They will have their book sale hosted by Friends of the Library on June 19th, 10am – 1pm; patrons are advised to enter through the front door to go downstairs since the library will be on summer hours. Their website indicates that anyone in the public may attend their zoom meetings. The next scheduled meeting is July 13th.

3. The Greater Massena Chamber of Commerce Board of Directors met via zoom on May 20th.

They have been very active preparing for the 62nd year of Concerts in the Park and is sponsoring their first on June 24th at the Springs Park with the band, Northbound. They are also coordinating a special parade that same night to Celebrate Graduating Seniors; seniors will march from the previous playground area on Danforth Place and walk to the Veterans' Park and enjoy ice cream donated by Stewart's. The chamber board will meet tomorrow June 17th at noon via zoom.

4. The Business Development Council met in person on June 9th. Discussions included the exhibit booth and its whereabouts, the fishing tournaments along with possible vendors, and perhaps a tour of Massena for the national visitors. Ideas were brought up about a welcome list of businesses, a tiered sponsorship program and alignment to amplify marketing now. Executive Director Jim Murphy updated all on the local grant initiatives received with the push to advertise for them before such business openings, along with other future grant opportunities that would need marketing; following the concept of retail incubator for space, mentorship and cash. He also said he has done all the community development block grant training. Also discussed was the loan administered last year for the downtown theatre project and the progress of the theatre. The board plans to look at their bylaws and address the attendance policy for board members. They plan to meet next month on July 14th.

5. Councilwoman Sue Bellor attended two zoom meetings with village concerning the SL County Hazard Mitigation Plan for both the village and town. Led by Emergency Manager Village of Massena, Patrick O'Brien, 3 areas of concern were identified most as potential concerns: severe winter storm, flood and ice jams, and severe thunderstorm. Needed are sample mitigation actions for each area with any relevant feasibility studies.

Old Business: None
New Business <ul style="list-style-type: none">• Councilman Carbone would like to have a letter drafted to our constituents who allocated \$6,000,000.00 for funding to improve the Visitors Center and the Observation Platform at the Eisenhower Locks. The funding has not been received. Councilman Carbone made the motion and Councilman Nicola second the motion. Motion carried.• Town Clerk Jeannine Brouse proposed changing the Regular Monthly Board meeting to 4:30 for the months of July, August and September. Motion by Councilman Elsner and second by Councilman Carbone. Motion carried.
Next Regular Board Meeting will be July 21 at 4:30 PM
Closing 15-Minute Comment Period
Closing Remarks
Executive Session: Councilwoman Bellor, seconded by Councilman Carbone to conduct an Executive Session to discuss Proposed Litigation. The Board went into executive Session at 7:10 PM
Open Session: The Board returned to open session at 7:40 PM.
Adjournment: Meeting adjourned at 7:41 PM by unanimous consent.

Respectfully Submitted,
Jeannine L. Brouse