

MINUTES

Massena Town Board Meeting

Date/Time: Wednesday, June 21, 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 Facticeau	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, Karen Johnston 2nd Deputy Town Clerk, Austyn Allen IT, Members of the Press, Members of the Public, Joe Savoca, Library Board, Don Meissner, Fishing, Linda McQuinn, Grant Writer, Jason Hendricks, H3 Designs, Elaine Dunne-Thayer Library Director, Krista Briggs Library Director, Retired members of the public, Zach Zuckerman USI Insurance.

The meeting was called to order at 5:30 PM.

The Supervisor led the Pledge of Allegiance.

Public Hearing:

Announcements / Notifications

Supervisor Bellor: Recognized Elaine Dunne Thayer for her years as Library Director for the Massena Public Library and all of her accomplishments. She presented Elaine with a framed Certificate of Thanks.

Supervisor Bellor: Introduced and welcomed Krista Briggs as the new Library Director.

Supervisor Bellor: Presented the Tourism Award by St. Lawrence County. The 2023 Best Destination Marketing Initiative Award to explore Massena and Fish Massena to Don Meissner, Linda McQuinn, Jason Hendricks and Nathan LaShomb.

Presentations / Discussions

Zach Zuckerman gave a presentation on the USI Health Insurance for Medicare Retirees. The members present were all able to ask questions regarding this possible new Insurance coverage.

Resolution 122 - 2023					
Approval of the minutes from May 17, 2023					
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 123 - 2023					
Approval to set a Public Hearing for July 19, 2023, regarding the current moratorium on Cryptocurrency in the Town of Massena					
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 124 - 2023					
The Town Board approved the Negative Declaration Resolution on the Amended SEQR for parts 2&3 for the State Environmental Quality Review Act Process Amendment for the Town of Massena Water District Development Project.					
Motion by:	Facteau	Vote:			
Second by:	Taraska	Aye	Nay	Abstain	Absent
	Susan Bellor	X			
	Francis Carvel	X			
	Patrick Facteau	X			
	Adrian Taraska	X			
	Debra Willer	X			
Motion is Carried.					

Resolution 125 - 2023					
The Town Board approved and accepted to file the Map, Plan & Report for the South Raquette Water District Project.					
Motion by:	Taraska	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 126 - 2023				
Approval to set a Public hearing for July 19, 2023, at 4:30 PM to adopt the Order of scheduling for Town of Massena Water District Project				
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 127 - 2023				
Approval to allow time carried over for the Massena Highway Superintendent.				
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 128 - 2023				
Approval for the Town of Massena to enter into an agreement with the Village of Norwood Police Department to provide security for the Town of Massena Court on designated court days as determined by the Massena Court				
Motion by:	Facticeau	Vote:		
Second by:	Willer	Aye	Nay	Abstain
	Susan Bellor	X		
	Francis Carvel	X		
	Patrick Facticeau	X		
	Adrian Taraska	X		
	Debra Willer	X		
Motion is Carried.				

Resolution 129 - 2023				
Approval to accept the Draft for the Town of Massena Employee Handbook.				
Motion by:	Taraska	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 130 - 2023				
Approval for the Town Board to request proposal for the 2024 Auditors.				
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# 131 - 2023				
Approved payments to Epoch Health Solutions for Mediation Support.				
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 132 - 2023					
Approval for the Town Supervisor and the Town Highway Supervisor to sign the 2023-2024 County Snow & Ice Removal Agreement between St. Lawrence County and our Municipality.					
Motion by:	Taraska	Vote:			
Second by:	Willer	Aye	Nay	Abstain	Absent
	Susan Bellor	X			
	Francis Carvel	X			
	Patrick Facticeau	X			
	Adrian Taraska	X			
	Debra Willer	X			
Motion is Carried.					

Resolution 133 - 2023					
Approval for the Town Supervisor to sign the Managed Network Services Proposal with Advanced Business Systems.					
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 134 - 2023					
Town Board approved the Certificate of Municipal Site Control. This is to update the grant project for the Massena Celine G. Philibert Cultural Museum.					
Motion by:	Taraska	Vote:			
Second by:	Willer	Aye	Nay	Abstain	Absent
	Susan Bellor	X			
	Francis Carvel	X			
	Patrick Facticeau	X			
	Adrian Taraska	X			
	Debra Willer	X			
Motion is Carried.					

Resolution 135 - 2023					
Town Board approved the revised estimate with Adirondack Storage Barns for the storage facility for the Museum. The break down will be 1/3 down to commence the project (\$18,951.00), 1/3 upon completion of the concrete pad (\$18,951.00), and the remaining 1/3 upon the project's completion (\$18,951.00).					
Motion by:	Taraska	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 136 - 2023					
Transfers & Amendments					
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#****8599 – Pamela Catanzarite (<i>This transfer will allow for a portion of the Town’s share of insurance deductibles to be deposited as needed.</i>) TRANSFER: \$1,000.00 from NBT Bank A/C#****8489 Town of Massena – General Fund to NBT Bank A/C#****3386 – Frank Diagostino (<i>This transfer will allow for a portion of the Town’s share of insurance deductibles to be deposited as needed.</i>) TRANSFER \$500.00 from NBT Bank A/C#****8489 Town of Massena – General Fund to NBT Bank A/C#****2081- Richard LaChance (<i>This transfer will allow for a portion of the Town’s share of insurance deductibles to be deposited as needed.</i>) TRANSFER \$500.00 from NBT Bank A/C#****8489 Town of Massena- General Fund to NBT Bank A/C#****9842 – Donald LaBaff TRANSFER \$42,200.00 from A/C#A.1990.000 Contingent Account to A/C#A.1310.400 Auditor Contractual (<i>This transfer will cover the over-run in this general ledger account.</i>) TRANSFER \$1,321.86 from A/C#A.5610.200 Airport Equipment to the following: A.5610.400.0402 Airport Contractual Supplies & Materials \$800.11 A.5610.400.0406 Airport Contractual ARFF \$521.75 (<i>This transfer will cover the over-run in these general ledger accounts.</i>) TRANSFER \$1,400.00 from A/C#A.6410.400 Publicity Contractual to A/C#A.6989.400 Other Economic Opportunity & Development Contractual. (This transfer will cover the over-run in this general ledger account.) TRANSFER \$808.85 from A/C#A.5610.400.0411 Airport Contractual Physical & Drug Screen to the following accounts: A.7450.400.0401 Museum Contractual Comm & Utilities \$275.33 A.7450.400.0407 Museum Contractual Repairs & Maintenance \$499.52 A.7450.400.0424 Museum Contractual Office Supplies \$34.00 (<i>This transfer will cover the overruns in these general ledger accounts.</i>) TRANSFER \$600.00 from NBT Bank A/C#****8489 Town of Massena General Fund to MBIA/CLASS (NY-01-0307-0028) Massena Public Library (Giving Day) (<i>This transfer is for two donations for Giving Day. One is for \$500 and the other is \$100.00.</i>) TRANSFER \$119,515 from NBT Bank A/C#****8489 to MBIA/CLASS (NY-01-0307-0021) Sold Real Estate. (<i>This transfer is from the sale of the dog park.</i>) REQUEST PERMISSION TO: OPEN A NEW CHECKING ACCOUNT at NBT Bank Town of Massena – Escrow Account A/C#****1497 (<i>This escrow account is for the Planning Board’s engineer that is reviewing the Air Products site plan application materials.</i>) OPEN NYCLASS ACCOUNTS as follows: Compact Funds, BOCES Lawsuit,MMH Grant Funds. TRANSFER \$2,281,195.47 from NBT Bank Town of Massena General Fund A/C#****8489 to the following NYCLASS accounts: Compact Funds \$595,192.67, BOCES Lawsuit \$1,118,348, MMH Grant Funds \$567,654.80 CREATE A DUE TO/DUE FROM : REQUEST PERMISSION to create Due to/Due from entry as follows: From the General A Fund \$8,000.00 to HEI Fund – Airfield Electrical Improvements (Design) (To cover the cost of an invoice due to be paid back when Federal Funds are received.) BUDGET ADMENDMENTS: INCREASE A/C DB.2680.000 Insurance Recoveries \$16,194.54 INCREASE A/C DB.5110.200 General Repairs. Equipment \$16,194.54 (<i>This amendment will adjust revenue and expense line items for repairs for the 2018 International Plow truck that was involved in an accident on February 17, 2023.</i>)</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.					

Resolution	137	-	2023		
Warrants #6					
<u>WARRANT #6</u>					
<u>2023 INVOICES</u>					
FUND	DESCRIPTION	AMOUNT			
A	GENERAL	\$203,163.36			
B	GENERAL OUTSIDE	1,654.57			
DA	HIGHWAY	25,064.40			
DB	HIGHWAY OUTSIDE	26,655.86			
HAC	TERMINAL APRON REHAB (CONST)	12,420.28			
HDB	RUNWAY 5-23 REHAB (CONST)	10,185.95			
HEI	AIRFIELD ELECTRICAL IMPROVEMENTS (DESIGN)	8,000.00			
HFM	FISHING TOURNAMENT MKTS PROGRAM (2023)	21,000.00			
HNO	E MASSENA WATER MAIN REPLACEMENT	337,652.67			
HPW	WATER DISTRICT DEVELOPMENT	12,945.75			
HTA	TERMINAL APRON REHAB (DESIGN)	500.00			
L	LIBRARY	21,229.96			
SSH	HIGHLAND BUCTOWN SEWER	3,296.13			
SSM	SOUTH MAIN STREET SEWER	88.09			
SWA	E. MASSENA CONSOLIDATED WATER DISTRICT	4,784.36			
TOTAL		\$688,641.38			
	WARRANT #6 CHECK #S 51336 - 51418	\$638,979.26			
	DIRECT PAY (ACH)	10,562.87			
	MANUAL CHECKS	<u>\$39,099.25</u>			
TOTAL		\$688,641.38			
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.					

Report Submitted by Dylan Cassleman.

Massena Town Board meeting June 21, 2023, **Highway Department** Continue working with NYPA on issues with modernization project that involves town roads. Chipped brush pile 3 times. Continuing work on Highland Road ditch and driveways from winter sewer line collapse. Mowed cemeteries 3 times. Made repairs to the front and rear entrance of the museum. Mowed all the town roadsides. **Equipment Repairs Highway:** #51 went to 5th Wheel Diesel in Malone for electrical problems. 52 replaced 1 hydraulic line. **Massena Airport** Boutique Air numbers for May 2023 456 Enplaned, 424 Deplaned, 880 Total, 184 landings. 2 Cancelled flights for May 2023. The Runway 5/23 rehab project has started. The airport will be shut down from July 12th to August 3rd. Taxiway A east end lights are still out. Continuing to mow. **Massena Library** No new issues. **Massena Museum** Painting all outside window trim. **Massena Town Hall** No new issues.

Report Submitted by Deb Willer

Meeting June 13, 2023, Krista Briggs was introduced as the new Library Director. The public reception for retiring Library Director Elaine Dunne and Assistant Director Deb Fuehring was very well attended and appreciated by both Elaine and Deb. A July reception is planned to welcome the new director. June programs and the Summer Reading Program have been established; specifics are available on the library website. Flyers regarding Summer Reading were sent to the local schools. Work continues by Friends of the Library to become a 501c3. Their website is up and running and the link can be found on the library’s website. Director Elaine stated that she would like to have the basic framework of the 2024 budget mostly completed before she leaves. Work continues updating the library policies. Next board meeting will be July 11th at 4:15pm.

Reports Submitted by Sue Bellor

The Ethics Board met on May 22 and again on June 5th to review and amend specific pages; they will add both the new NYS Sexual Harassment Policy and any other recently new policies. The town board received a final draft copy to review before new approval and publication. The Comprehensive Capital Planning committee met on June 1st and reviewed issues and needs with highway, airport, town hall and water. They will meet for follow up on June 29th. The Chamber of Commerce again this summer has concerts at the Springs Park on Thursday nights through 18th of August. The SLC Chamber plans to meet with Massena Mayor, Massena Supervisor and Louisville Supervisor about subsequent plans from the merger.

Town Planning/ Zoning, Verbal from Pat Facticeau

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.

Executive Session: Motion made by Councilperson Carvel and second by Councilperson Taraska at 6:53 PM
Executive Session closed at 7:45 PM

Next Scheduled Meeting: Regular Meeting & Public Hearings July 19, 2023, at 4:30 PM, Town Hall
Adjournment: The meeting adjourned at 7:46 PM by unanimous consent.