

MINUTES

Regular Town Council Meeting, Town of Massena

Date/Time: Wednesday, July 20, 2022 at 4:30 PM

Location: Massena Town Hall

LIVE-STREAMED ON ZOOM

ATTENDANCE:

MEMBER	PRESENT	ABSENT
Supervisor Susan Bellor	X	
Board Member Thomas Miller	X	
Board Member Patrick Facteau	X	
Board Member Adrian Taraska	X	
Board Member Debra Willer	X	

ALSO PRESENT:

Jeannine Brouse, Town Clerk; Sean Lynch, Deputy Town Clerk; Brenda Mossow, Secretary/Bookkeeper; Frank Diagostino, Highway and Airport Eric Gustafson, Town Attorney; Austyn Allen, IT; Joe Savoca, Library Board; Members of the Press; Members of the Public, Linda McQuinn Fishing Don Meissner Fishing Jason Hendricks, Explore Massena, Francis Carvel Village Board Jefferson County Legislator Scott Gray

The Supervisor opened the meeting with the **Pledge of Allegiance**.
 Called to order at 4:30 PM

Announcements / Notifications

Supervisor Bellor announced the resignation of the Youth Services Specialist Veronica Tatro from the Massena Public Library and thanked her for her years of service.

Supervisor Bellor announced the resignation of Kathleen Bradish from the Massena Public Library and thanked her for her years of service.

Presentations / Discussions.

Auditors Lyndi Hill & Laurie Podvin gave an overview for the 2020 Audit.

Jason Hendricks with Explore Massena presented two short commercials for Explore Massena Media Campaign.

Linda McQuinn gave a brief update on some of the Grants that she is working on.

Resolution 99 - 2022				
Approval of minutes for June 18, 2022 Regular Meeting				
Motion by:	Facteau	Vote:		
Second by:	Willer	Aye	Nay	Abstain
	Susan Bellor	X		
	Thomas Miller	X		
	Patrick Facteau	X		
	Adrian Taraska	X		
	Debra Willer	X		
Motion is Carried.				

Resolution 100 - 2022				
Approval to have a Public Hearing for August 17, 2022 in Room 30 of the Massena Town Hall at 4:30 PM for the purpose of hearing public comments on the Town of Massena Community Development Block Grant/Micro Enterprise.				
Motion by:	Miller	Vote:		
Second by:	Taraska	Aye	Nay	Abstain
	Susan Bellor	X		
	Thomas Miller	X		
	Patrick Facticeau	X		
	Adrian Taraska	X		
	Debra Willer	X		
Motion is Carried.				

Resolution 101 - 2022				
Approved by the Town Board to accept the Revised Workplace Violence Protection Policy and Response Procedure				
Motion by:	Facticeau	Vote:		
Second by:	Taraska	Aye	Nay	Abstain
	Susan Bellor	X		
	Thomas Miller	X		
	Patrick Facticeau	X		
	Adrian Taraska	X		
	Debra Willer	X		
Motion is Carried.				

Resolution 102 - 2022				
Approval by the own Board to advertise for the Youth Services Specialist for the Massena Public Library. This is a part-time position for 30 hours per week.				
Motion by:	Willer	Vote:		
Second by:	Miller	Aye	Nay	Abstain
	Susan Bellor	X		
	Thomas Miller	X		
	Patrick Facticeau	X		
	Adrian Taraska	X		
	Debra Willer	X		
Motion is Carried.				

Resolution 103 - 2022				
Approval by the Town Board to advertise for a Library Page Position.				
Motion by:	Miller	Vote:		
Second by:	Taraska	Aye	Nay	Abstain
	Susan Bellor	X		
	Thomas Miller	X		
	Patrick Facticeau	X		
	Adrian Taraska	X		
	Debra Willer	X		
Motion is Carried.				

Resolution 104 - 2022				
Approval by the Town Board to accept the Compliance Services and Human Resource Support Services Agreement with Burnham Benefits at a cost of \$4500.00.				
Motion by:	Facteau	Vote:		
Second by:	Willer	Aye	Nay	Abstain
	Susan Bellor	X		
	Thomas Miller	X		
	Patrick Facteau	X		
	Adrian Taraska	X		
	Debra Willer	X		
Motion is Carried.				

Resolution 105 - 2022				
Approval by the Town Board to reduce the monetary amount given to the BDC to Zero. This will be done by a Budget Amendment.				
<i>Jim Murphy will resign effective July 30, 2022. Will stay on per diem only to complete a Grant he has been working on.</i>				
Motion by:	Facteau	Vote:		
Second by:	Willer	Aye	Nay	Abstain
	Susan Bellor	X		
	Thomas Miller	X		
	Patrick Facteau	X		
	Adrian Taraska	X		
	Debra Willer	X		
Motion is Carried.				

Resolution 106 - 2022				
Approval by the Town Board to accept a forthcoming Airport Improvement Program Grant from the Federal Aviation Administration for the construction of the Runway 5-23 Rehabilitation Project. The Towns share of the total project cost would be 2.5% as identified in the previously submitted Grant Application.				
Motion by:	Miller	Vote:		
Second by:	Willer	Aye	Nay	Abstain
	Susan Bellor	X		
	Thomas Miller	X		
	Patrick Facteau	X		
	Adrian Taraska	X		
	Debra Willer	X		
Motion is Carried.				

NOTICE OF ADOPTION OF RESOLUTION SUBJECT TO PERMISSIVE REFERENDUM

Notice is hereby given that at a special board meeting held on the 20th day of July, 2022 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 land of the Town acquired by Instrument No 03-16817, located in said Town, described as 1498 SR 131, Massena, New York 13662 and labeled as Parcel No. 9.002-3-14 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, Town Clerk

Resolution	107	-	2022															
<p>TOWN OF MASSENA RESOLUTION TO DISPOSE OF CERTAIN PARCELS OF TOWN LAND SUBJECT TO PERMISSIVE REFERENDUM</p> <p>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 20th day of July, 2022, at 4:30 p.m., there were: Present <u> 5 </u> Absent <u> 0 </u></p> <p><u> Councilmember Miller </u> 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 03-16817, a certain parcel of real property located in said Town, described as 1498 SR 131, Massena, New York 13662 and labeled as Parcel No. 9.002-3-14 on the current tax rolls of the County of St. Lawrence; and WHEREAS, the Town Board has determined that 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. 03-16817, located in said Town, described as 1498 SR 131, Massena, New York 13662 and labeled as Parcel No. 9.002-3-14 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 the 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.</p> <p>Seconded by <u> Councilmember Willer </u> and duly put to a vote which resulted as follows:</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 30%;"><u> Bellor </u></td> <td style="width: 30%;">voted</td> <td style="width: 30%;"><u> Aye </u></td> </tr> <tr> <td><u> Miller </u></td> <td>voted</td> <td><u> Aye </u></td> </tr> <tr> <td><u> Willer </u></td> <td>voted</td> <td><u> Aye </u></td> </tr> <tr> <td><u> Taraska </u></td> <td>voted</td> <td><u> Aye </u></td> </tr> <tr> <td><u> Facteau </u></td> <td>voted</td> <td><u> Aye </u></td> </tr> </table>				<u> Bellor </u>	voted	<u> Aye </u>	<u> Miller </u>	voted	<u> Aye </u>	<u> Willer </u>	voted	<u> Aye </u>	<u> Taraska </u>	voted	<u> Aye </u>	<u> Facteau </u>	voted	<u> Aye </u>
<u> Bellor </u>	voted	<u> Aye </u>																
<u> Miller </u>	voted	<u> Aye </u>																
<u> Willer </u>	voted	<u> Aye </u>																
<u> Taraska </u>	voted	<u> Aye </u>																
<u> Facteau </u>	voted	<u> Aye </u>																
Motion by:	Miller	Vote:																
Second by:	Willer	Aye	Nay	Abstain	Absent													
	Susan Bellor	X																
	Thomas Miller	X																

	Patrick Facticeau	X			
	Adrian Taraska	X			
	Debra Willer	X			
Motion is Carried.					

Resolution 108 - 2022					
Approval by the Town Board to approve the policy for the Town of Massena salaried employees regarding their retirement benefits.					
Motion by:	Miller	Vote:			
Second by:	Taraska	Aye	Nay	Abstain	Absent
	Susan Bellor	X			
	Thomas Miller	X			
	Patrick Facticeau	X			
	Adrian Taraska	X			
	Debra Willer	X			
Motion is Carried.					

Resolution 107 and 108 were discussed in Executive Session. Public session resumed at 7:15 PM and the motions were made and passed in open session

Resolution 109 - 2022					
BUDGET & CASH TRANSFERS AND AMENDMENTS					
CASH TRANSFER:					
TRANSFER \$202,465.35 from NBT Bank A/C#****1100 Town of Massena -East Massena Consolidate Water District – Water Main Replacement Project to Town of Massena General Fund to NBT Bank A/C#****8489 Town of Massena General Fund. <i>(This transfer will reimburse the General Fund for the Contractor’s Application for Payment No. 2 to John Kubricky & Sons, LLC)</i> TRANSFER \$4,196.99 from A.4540.400.0401 Rescue Squad Communications & Utilities to A.1420.400.4510 Attorney Contractual Hospital. <i>(This transfer will cover the over-run in this account due to creating a new general ledger account for Massena Memorial Hospital legal fees.)</i> TRANSFER \$1,626.93 A.5610.400.0403 Airport Contractual Services to A.5610.200 Airport Equipment. <i>(This transfer will cover the over-run in this general ledger account.)</i> TRANSFER \$2,641.72 from A.4540.400.0401 Rescue Squad Communications & Utilities to A.6410.400 Publicity Contractual. <i>(This transfer will cover the over-run in this general ledger account.)</i> TRANSFER \$25.58 from A.7450.400.0424 Museum Contractual Office Supplies to A.7450.400.0407 Museum Contractual Repairs & Maintenance. <i>(This will cover the overrun in this general ledger account.)</i> TRANSFER \$18,003.99 from Town of Massena Supervisor Office A/C#****0120 to Town of Massena Sand Storage Building (Design) A/C#****7981 at Community Bank. <i>(This transfer is for FAA#2.)</i> TRANSFER \$5,353.38 from Town of Massena Supervisor Office A/C#****0120 to Town of Massena Terminal Apron Rehab (Const) A/C#****3733 at Community Bank. <i>(This transfer is for FAA#4.)</i>					
Motion by:	Miller	Vote:			
Second by:	Taraska	Aye	Nay	Abstain	Absent
	Susan Bellor	X			
	Thomas Miller	X			
	Patrick Facticeau	X			
	Adrian Taraska	X			
	Debra Willer	X			
Motion is Carried.					

Resolution		110	-	2022	
<u>WARRANT #7</u>					
<u>2022 INVOICES</u>					
FUND	DESCRIPTION	AMOUNT			
A	GENERAL	\$534,002.38			
B	GENERAL OUTSIDE	1,623.18			
DA	HIGHWAY	24,995.30			
DB	HIGHWAY OUTSIDE	29,662.69			
HAC	TERMINAL APRON REHAB (CONST)	5,383.38			
HFC	FENCE IMPROVEMENTS & STAB (CONST)	4,955.58			
HGR	GA APRON REHAB (CONST)	922.29			
HNO	N RACQUETTE WATER LINE	260,585.33			
HPC	DEPT OF PUBLIC WORKS	487.50			
HPW	DEPT OF PUBLIC SERVICE	3,000.00			
HSB	SAND STORAGE BUILDING	18,003.99			
HTM	FISHING TOURNAMENT MARKETING PROGRAM	19,905.00			
L	LIBRARY	22,634.76			
SSM	SOUTH MAIN STREET SEWER	60.54			
SWA	E. MASSENA CONSOLIDATED WATER DISTRICT	902.69			
		TOTAL	\$927,124.61		
WARRANT #7 CHECK #S 50185 - 50269			\$692,186.96		
DIRECT PAY (ACH)			187,390.63		
MANUAL CHECKS			47,547.02		
		TOTAL	\$927,124.61		
Motion by:	Miller	Vote:			
Second by:	Taraska	Aye	Nay	Abstain	Absent
	Susan Bellor	X			
	Thomas Miller	X			
	Patrick Facticeau	X			
	Adrian Taraska	X			
	Debra Willer	X			
Motion is Carried.					

Committee Reports:*Report Submitted by Frank Diagostino***Highway Department**

Brothers Road replaced driveway culvert pipe at mailbox 20, milled and hot patched four areas, grader patched and repaired shoulders. Replaced gasket on compressor on side of engine block on unit #48.

Replaced leaking hydraulic filter housing on John Deere Tractor. Replaced wheel hub and tire on batwing mower.

Trim and removed trees at Massena Intake. Replaced leaking axle seal on unit #47. Changed cutters and both tires

on chipper, repaired jumping jack tamper Services units #7, #8 and #9. Trimmed trees on N Racquette, O Neil,

Trippany, Fregoe, Larue and Smith Drive. Setup voting equipment at polling stations. N. Racquette River Road

saw cut damage road along shoulder and hot patched. N. Racquette River Road replaced chevron and driveway

ahead signs. N. Racquette River Road grader patched the from east of O'Neil to mailbox 758. Chipped brush pile

twice. Traveled Town Roads picked up large debris before mowing road

sides. Started mowing roadsides for the second time on July 19, 2022.

Mowed graveyards and all other required town properties, twice.

Replaced driveway culvert pipe at 166 O'Neil Road. Built and install forms on cross culvert pipe on Highland

Road, poured concrete on inlet side and outlet side of culvert pipe. Working with NYPA on issues with

modernization project that involves Town Roads, Pontoon Bridge, Dennison, Horton, Donaghue, Kinnie and

Fregoe. East Massena waterline project update, as of COB 7/14/22. New 10" watermain installed – 15,000 ft.

Number of services connected to new 10" watermain – 47

Number of new fire hydrants installed – 17

Massena Airport

Boutique Air numbers for June 2022 Enplaned 384, Deplaned 351, Total 735, landings 173. Cancelled for weather

7, Cancelled other 0, Total cancelled flights 7 for June 2022. Terminal Apron rehab project progressing and on

time, through July 12, 2022. Temporary taxiway completed (Subbase and Asphalt). Work area A completed

(Milled and Asphalt). Work area B completed (Milled and Asphalt Work area C milled, fine grade, pave the week

of July 14th – 15th Working on installing new concrete pads by access gate, access doors and terminal building

week of 7/18/22. Still working with GSA and TSA on refresh for TSA offices at the Massena International Airport

Terminal. Having issues with 5-23 runway lights, working with Baseline King to Resolve issue.

Security upgrades have been completed at the Massena Airport for

cameras, keypads, access doors, gates and carding. Airport employees mowing all airport properties. **Massena**

Library No issues **Massena Museum** No issues **Massena Town Hall** No issues.

Report Submitted by Deb Willer

Through May 31, 2022, MED had been 673 days without a lost time injury and 355 days without

a reportable injury. The line crew completed an onsite training program covering pole-top and bucket rescue. 11

trouble calls for May, with only 2 resulting in outages (less than 40 minutes each). NYPA power purchased

remained steady through May; supplemental power purchased continued to decline and the cost for this (PPAC)

has returned to 2021 values. The new transformers at the Madison and Nightengale schools have been put in place.

Crews will wait until the end of the school sessions to switch over. MED continues to monitor and evaluate

cybersecurity issues. At a recent national meeting, Andy learned that 2 utility companies similar in size to MED

had been targets of hacking and required FBI involvement. This is an ongoing concern for all utilities. MED

continues to receive some phone calls regarding increased electric bills. They are finding that many of these callers

are new to the MED system and are basing some of their concerns on the historical information regarding utility

costs that is provided by the realtors. MED continues to work with all their customers. Future plans include more

informational flyers to be included with bills as well as education on increasing energy efficiency in the home Next

board meeting will be July 21st.

*Reports Submitted by Sue Bellor***Chamber of Commerce**

The Chamber of Commerce Board of Directors met on June 16th. The members continue with the work for the

Summer Concerts in the Park which take place every Thursday through the end of August 18th. They begin at 6

PM and end at 8 PM in the Springs Park: in case of rain, they will be at the St. Lawrence Centre. The Golf

Tournament went well under the leadership of Victor Perry. They were pleased with all the sponsors who helped

out. They are talking about a Wine and Food Festival in the Fall. The next meeting is July 21st.

Ethics Board

<p>The Ethics Board met on July 14th. They discussed the newly approved policies and procedures for the required training on Anti-Discrimination and Sexual Harassment and Workplace Violence Prevention. These will be added to the Employee Handbook which they continue to work on and amend. They will meet again August 22. Sue Bellor has received a Certificate for completion of training through the NYS Office of the State Comptroller for attending the Seminar: A Roadmap for Creating Effective Budgets.</p>
<p>Old Business (None)</p>
<p>New Business (None)</p>
<p>Next Scheduled Meeting (August 17,2022 at 4:30 PM Regular Meeting)</p>
<p>Closing 15-Minute Comment Period.</p>
<p>Closing Remarks</p>
<p>Executive Session Motion by Miller, seconded by Taraska to conduct an Executive Session to discuss litigation. And potential property sale. Motion carried unanimously. The Board went into Executive Session at 5:55 PM, with the possibility of taking action upon returning to Open Session.</p> <p>Returned to Open Session at 7:15 PM Motion made by Miller and second by Taraska.</p>

<p>Adjournment: The meeting adjourned at 7:20 PM</p>

Respectfully Submitted,
Jeannine L. Brouse