

MINUTES

Massena Town Board Meeting

Date/Time: Wednesday, August 16, 2023 @ 4:30 PM

Location: Massena Town Hall

This meeting was Live Streamed on Zoom..

ATTENDANCE:

MEMBER	PRESENT	ABSENT
Supervisor Susan Bellow	X	
Board Member Francis Carvel	X	
Board Member Patrick Fecteau	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.

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

Public Hearing:

Announcements / Notifications

Presentations / Discussions

Resolution	152	-	2023				
Approval of the Minutes from July 19, 2023							
Motion by:	Fecteau			Vote:			
Second by:	Willer	Aye	Nay	Abstain	Absent		
	Susan Bellow	X					
	Francis Carvel	X					
	Patrick Fecteau	X					
	Adrian Taraska	X					
	Debra Willer	X					
Motion is Carried.							

Resolution 153 - 2023				
Approval to set a Public Hearing and Local Law for September 20th, 2023, at 4:30 PM to override the 2% Tax Cap for the 2024 Budget if needed.				
Motion by:	Willer	Vote:		
Second by:	Carvel	Aye	Nay	Abstain
	Susan Bellor	X		
	Francis Carvel	X		
	Patrick Facticeau	X		
	Adrian Taraska	X		
	Debra Willer	X		
Motion is Carried.				

Resolution 154 - 2023				
Approval to set the 2024 Budget Workshops for Wednesday September 20, 2023, starting at 2:30 PM. First session at 2:30 will be with the Highway, Airport, Library, Museum, Chamber of Commerce & Dog Control. The second session at 3:30 PM will be with the Assessor, Town Court, Tax Office, Town Clerk, Senior Citizens, and Meals on Wheels.				
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 155 - 2023				
Approval for the Supervisor, Town Clerk’s Office, Assessor, Town Board, The Highway Supervisor, and the Deputy Receiver of Taxes to attend the 29th Annual Suny Potsdam Local Government Conference on October 10, 2023.				
Motion by:	Facticeau	Vote:		
Second by:	Carvel	Aye	Nay	Abstain
	Susan Bellor	X		
	Francis Carvel	X		
	Patrick Facticeau	X		
	Adrian Taraska	X		
	Debra Willer	X		
Motion is Carried.				

Resolution 156 - 2023				
Approving the Agreement with the 2024 Auditors Bowers & Company.				
Motion by:	Carvel	Vote:		
Second by:	Facticeau	Aye	Nay	Abstain
	Susan Bellor	X		
	Francis Carvel	X		
	Patrick Facticeau	X		
	Adrian Taraska	X		
	Debra Willer	X		
Motion is Carried.				

Resolution 157 - 2023					
Approval to set a Public Hearing to pass a Local Law to establish a Moratorium on all Billboard Development, Construction, & Installation in the Town of Massena expiring on the 28th of February 2024.					
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 158 - 2023					
Approval from the Town Board to accept the Grant Agreement for the Airfield Electrical Improvements (Const) 3-36-0054-100-2023 Federal Share \$966,128.00, Town Share \$25,424.00, State Share \$25,425.00. Total Project Cost \$1,016,977.00					
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 159 - 2023					
Approval to accept the new Insurance Plan for the Town of Massena Retirees.					
<i>Supervisor Bellor personally thanked each person individually for all of their work and input for this new Plan.</i>					
Motion by:	Facteau	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 160 - 2023					
Approval for the Town Supervisor to sign the Rockin River Fireworks Contract with Leland Green for a Total of \$3,500.00.					
Motion by:	Taraska	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	161	-	2023
<p>BUDGET & CASH TRANSFERS AND AMENDMENTS CASH TRANSFER: TRANSFER: \$1,000.00 from NBT Bank A/C#****8489 Town of Massena – General Fund to NBT Bank A/C#****1149 – Jeffrey Kearns <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#****9869 – Brian Chase <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#****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 \$250,085.94 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 Tisdell Associates (\$8,000.00) and John Kubricky & Sons (242,085.94)</i> TRANSFER \$107,837.86 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 partially reimburse the General Fund for John Kubricky & Sons Payment No. 9. Total invoice was \$330,219.67 - \$107,837.86 = \$222,381.81)</i> TRANSFER \$3,565.32 from A/C#A.5132.400 Garage Contractual to the following: A.5610.400.0401 Airport Contractual. Comm & Utilities \$2,731.90 .5610.400.0402 Airport Contractual Supplies & Materials \$605.70 A.5610.400.0403 Airport Contractual. Contractual Services \$227.72 <i>(This transfer will cover the over-run in these general ledger accounts.)</i> TRANSFER \$1,737.24 from A/C#A.6410.400 Publicity Contractual to the following: A/C#A.3510.400 Dog Control Contractual. A.6989.400 Other Economic Opportunity& Dev Contractual \$1,225.00 A.7450.400.0401 Museum. Contractual Comm & Utilities \$355.26 A.7450.400.0407 Museum. Contractual. Repairs & Maintenance \$156.98 <i>(This transfer will cover the over-run in these general ledger accounts.)</i> TRANSFER \$60.57 from A/C#B.8020.400 Planning contractual to A/C#B.8040.400 Zoning Contractual. <i>(This transfer will cover the over-run in this general ledger account.)</i> TRANSFER \$1,267.50 from A/C#DA.5142.400 Snow Removal Contractual to A/C#DA.5130.400 Machinery Contractual. <i>(This transfer will cover the over-run in this general ledger account.)</i> CREATE A DUE TO/DUE FROM REQUEST PERMISSION to create Due to/Due from entry as follows: From the General A Fund \$4,654.45 to HRR Fund – Terminal Access Road (Design) To cover the cost of an invoice due to be paid back when Federal Funds are received.</p>			
Motion by:	Taraska	Vote:	
Second by:	Carvel	Aye	Nay
	Susan Bellor	X	
	Francis Carvel	X	
	Patrick Facticeau	X	
	Adrian Taraska	X	
	Debra Willer	X	
Motion is Carried.			

Resolution	162	-	2023
WARRANT #8			
FUND	DESCRIPTION	AMOUNT	
A	GENERAL	\$112,001.67	
B	GENERAL OUTSIDE	31,925.72	
DA	HIGHWAY	23,347.44	
DB	HIGHWAY OUTSIDE	155,451.86	
HAC	TERMINAL APRON REHAB (CONST)	5,113.12	
HDB	RUNWAY 5-23 REHAB (CONST)	20,324.48	
HFM	FISHING TOURNAMENT MKTS PROGRAM (2023)	41,159.33	
HPW	WATER DISTRICT DEVELOPMENT	2,596.71	

HRR	TERMINAL ACCESS ROAD (DESIGN)	5,000.00			
HTM	FISHING TOURNAMENT MKTG PROGRAM (2022)	525.00			
L	LIBRARY	18,206.62			
SSH	HIGHLAND BUCTOWN SEWER	5,000.00			
SSM	SOUTH MAIN STREET SEWER	67.90			
SWA	E. MASSENA CONSOLIDATED WATER DISTRICT	3,831.83			
TOTAL		\$424,551.68			
WARRANT #8 CHECK #S 51538 - 51617		\$389,139.27			
DIRECT PAY (ACH)		226.10			
MANUAL CHECKS		<u>\$35,186.31</u>			
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.					

Report Submitted by Dylan Cassleman.

Massena Town Board meeting August 16, 2023, **Highway Department** Continue working with NYPA on issues with modernization project that involves town roads. Chipped brush pile 2 times. Finished Repair on Dump Road. Mowed cemeteries 2 times. Continued North Racquette road work. Mowed town roadsides for 2nd time. Fixed two waterline breaks. Equipment Repairs Highway: #51 is still at 5th Wheel Diesel in Malone for electrical problems. #45 Replaced air valve for brake system. #47 fixed leaking axel seals. **Massena Airport** Boutique Air numbers for July 2023 113 Enplaned, 110 Deplaned, 223 Total, 64 landings. 9 Cancelled flights for July 2023. The Runway 5/23 rehab project is continuing. The airport is shut down has been extended through August 16th Due to weather setbacks. Taxiway A East end lights are still out. Continuing to mow. **Massena Library** Waiting on a quote for Fixing Rear door From damages sustained on 7/29 **Massena Museum** No new issues. **Massena Town Hall** No new issues.

Report Submitted by Deb Willer

Updates from Library for August 16, 2023, Town Board Meeting. The Library Board met on August 8, 2023. They are seeing a positive trend in the number of visits as well as resource circulation numbers. Their July report now includes social media analytics (Facebook and Google activity); these numbers provide an additional “snapshot” of public engagement with the library. The library continued to provide numerous programs in July and has a full slate scheduled for August. Please refer to their monthly newsletter or their website for more information. They set up a “story walk” for children during the Big Bass Tour that was very well received. They will be hosting a booth at the “Rockin’ the River” event on August 19th and giving away free books; Friends of the Library will be selling totes, mugs, etc. The trustees reviewed the 2024 proposed budget, and it has been submitted to the Town.

Report Submitted by Deb Willer

Massena Electric Department: The MED Board met on July24, 2023. It has been 387 days since the last lost time work related injury; there have been no reportable injuries in 750 days. In June, there were 12 trouble calls affecting only one customer and 4 calls that affected more than one customer. 3 of the multi-customer calls were related to animal/bird contact and one was related to falling tree contact. Financials: write offs for June were \$16,255; fund balance continues to run above budget; total cash expenditures running below budget. June power consumption still running slightly below average. Summer help will continue for another 3 weeks. New 5-year contract with auditors approved. Order for one new (replacement) vehicle has been placed; one is still pending. Transformer purchase is in progress. Putney continues to work on Emerald Ash Borer project. Next meeting scheduled for August 17th. Deb Willer.

Reports Submitted by Sue Bellor

The Comprehensive Capital Planning committee met on August 3 and updated their list of needs for highway, airport, town hall and water. They made a plan to seek grant funding for these areas for 2024 and will meet early January 2024 to review status of each. The Chamber of Commerce is completing the merger with the county and the St. Lawrence County Chamber shows their active advertising for positions in Massena and in the county. Online membership and ongoing activities are very detailed.

Historian’s Report June-July 2023

Report Submitted by Mary Ellen Casselman:

Reviewed extensive number of emails and phone messages to ascertain they had been addressed. Followed up on several family history requests and continue to work on others. Spent considerable amount of time sorting papers and folders and filing them in the business and family files. Began working on cleaning and categorizing the pictures in basement, consolidating as needed. Conferred with Austin on the addition, regarding the need for window coverings, and anticipated dates of completed inspection and occupation. Collaborated with Tom Belgard, Museum Volunteer and Fire Department historian regarding developing a display on the Fire Department, in the new addition in conjunction with the fire engine.

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 Willer and second by Councilperson Carvel at 5:00 PM
Executive Session closed at 6:03 PM

Next Scheduled Meeting: Budget Session will be at 2:30 PM on September 20, 2023. Public Hearing and Regular Board Meeting at 4:30 PM September 20, 2023.
Adjournment: The meeting adjourned at 6:04 PM by unanimous consent.