

MINUTES
Public Hearing & Regular Town Council Meeting, Town of Massena
Date/Time: Wednesday, August 19, 2020, 5:30 pm
Location: Massena Town Hall

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 Town Clerk; Brenda Mossow, Secretary/Bookkeeper; Frank Diagostino, Airport/Highway Superintendent. Members of the public.

<p>The Supervisor opened the meeting with the Pledge of Allegiance.</p> <p>Open Public Hearing on Solar Ordinance at 5:30. Supervisor read the legal notice aloud:</p> <p>NOTICE IS HEREBY GIVEN that the Town of Massena will hold a Public Hearing on Wednesday, August 19, 2020, at 5:30 PM in the Massena Town Hall, 60 Main Street, Massena, New York and live on Facebook, for the purpose of considering an adoption of a Local Law “ Regulate Solar Energy Facilities in the Town” for the Town of Massena. A copy of the draft Local Law “Regulate Solar Energy Facilities in the Town” is on the Town of Massena web site.</p> <p>By: 7/22/20 Pamela Catanzarite, Town Clerk</p> <p>There were no public comments. Supervisor said there would be no action at this time as a SEQR is needed first.</p> <p>A motion was made by Councilman Nicola and seconded by Councilwoman Bellor to close the Public Hearing at 5:35 pm. So carried.</p> <p>The Supervisor continued the meeting with a 15-Minute Public Comment Period.</p>

<p>Presentations and Discussions</p> <p>A. Cultural Centre and Museum Plans for Large Artifact Addition</p> <p>B. Discussion for Green House Industrial Zoning</p>

Resolutions:

Resolution #	114	- 2020				
Approve Minutes from July 15 and August 4, 2020 as presented by Town Clerk.						
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 # 115 - 2020					
Authorizing the Town Supervisor to Sign a Contract with Barton & Loguidice to Complete the SEQR for the Solar Law.					
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 # 116 - 2020					
Authorizing the Town Supervisor to Execute the Contract for the Fence Improvement & Stabilization Project at the Massena International Airport (FAA AIP No. 3-36-0054-77-18(D) and 3-36-0054-__-20(C)					
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 # 117 - 2020					
Setting a Public Hearing for September 16th at 5:30, Relating to the Senior/Aged Exemption (Section 467 of Real Property Tax Law) Change to Income Limit					
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 # 118 - 2020					
Setting a Public Hearing for September 16th at 5:30, Relating to the Disability/Limited Income Exemption (Section 459-c of Real Property Tax Law) Change to Income Limit					
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 # 119 - 2020				
Authorizing the Town Supervisor to Sign the Contract with Spectrum for the Internet, Phone and TV Services at the Massena International Airport.				
Motion by:	Councilman Carbone	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 # 120 - 2020				
Authorizing the Town to Advertise for Two Full-Time Motor Equipment Operator Positions for the Massena Highway Department.				
Motion by:	Councilman Carbone	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		

The Town Board accepted a resignation letter from Ron Bacon, BDC Board.

Resolution # 121 - 2020																	
To accept the 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 <i>(This transfer will cover the employer and employee share of the St. Lawrence County Chamber of Commerce – Health Plan for the hospital retirees for September 2020.)</i>																	
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. <i>(This transfer will allow for a portion of the Town’s share of insurance deductibles deposited as needed.)</i>																	
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. <i>(This transfer will allow for a portion of the Town’s share of insurance deductibles deposited as needed.)</i>																	
TRANSFER \$1,500.00 from NBT Bank A/C#****8489 Town of Massena General Fund to NBT A/C#****7891 Pre-Medicare retiree Dale Peets Jr. <i>(This transfer will establish the insurance debit card account for retiree effective 5/31/2020.)</i>																	
TRANSFER \$6,889.10 from Town of Massena – Brasher Branch Library A/C#****1460 to Town of Massena General A/C#****8489 at NBT Bank. <i>(This transfer will reimburse the Town of Massena for 2nd Qtr. 2020 expenses for the Massena Public Library – Brasher Branch expenses.)</i>																	
BUDGET TRANSFERS:																	
TRANSFER \$4,281.27 from Contingent Account A/C# A.1990.000 to Town Hall Personal Service A/C# A.1620.110 <i>(This transfer will cover the over-run in this general ledger account.)</i>																	
TRANSFER \$39,192.37 from Airport Contractual A/C# A.5610.400 to the following:																	
<table border="0" style="width: 100%;"> <tr> <td style="padding-left: 40px;">Airport Equipment A.5610.200.....</td> <td style="text-align: right;">\$12,000.00</td> </tr> <tr> <td style="padding-left: 40px;">Airport Contractual.Communications & Utilities A/C# A.5610.400.0401.....</td> <td style="text-align: right;">\$3,126.25</td> </tr> <tr> <td style="padding-left: 40px;">Airport Contractual.Supplies & Materials A/C# A.5610.400.0402.....</td> <td style="text-align: right;">\$1,097.29</td> </tr> <tr> <td style="padding-left: 40px;">Airport Contractual Contractual Services A/C# A.5610.400.0403.....</td> <td style="text-align: right;">\$89.99</td> </tr> <tr> <td style="padding-left: 40px;">Airport Contractual.Repairs & Maintenance A/C# A.5610.400.0407.....</td> <td style="text-align: right;">\$5,332.83</td> </tr> <tr> <td style="padding-left: 40px;">Airport Contractual Fuel Jet A A/C# A.5610.400.0408.....</td> <td style="text-align: right;">\$17,546.01</td> </tr> </table>						Airport Equipment A.5610.200.....	\$12,000.00	Airport Contractual.Communications & Utilities A/C# A.5610.400.0401.....	\$3,126.25	Airport Contractual.Supplies & Materials A/C# A.5610.400.0402.....	\$1,097.29	Airport Contractual Contractual Services A/C# A.5610.400.0403.....	\$89.99	Airport Contractual.Repairs & Maintenance A/C# A.5610.400.0407.....	\$5,332.83	Airport Contractual Fuel Jet A A/C# A.5610.400.0408.....	\$17,546.01
Airport Equipment A.5610.200.....	\$12,000.00																
Airport Contractual.Communications & Utilities A/C# A.5610.400.0401.....	\$3,126.25																
Airport Contractual.Supplies & Materials A/C# A.5610.400.0402.....	\$1,097.29																
Airport Contractual Contractual Services A/C# A.5610.400.0403.....	\$89.99																
Airport Contractual.Repairs & Maintenance A/C# A.5610.400.0407.....	\$5,332.83																
Airport Contractual Fuel Jet A A/C# A.5610.400.0408.....	\$17,546.01																
These transfers will cover the over-runs in these general ledger’s accounts.																	
TRANSFER \$1,882.06 from Library Personal. Service A/C# L.7410.100 to Brasher Library Personal Service A/C#L.7410.100.7411 <i>(This transfer will cover the over-run in this general ledger account.)</i>																	
TRANSFER \$2,063.65 from Library Books and Periodicals A/C# L.7410.410 to Library Books and Periodicals Massena Library A/C# L.7410.410.7410 <i>(This transfer will cover the over-run in this general ledger account.)</i>																	
TRANSFER \$2,275.00 from Library Maintenance A/C# L.7410.420 to Library Maintenance Massena Library A/C# L.7410.420.7410 <i>(This transfer will cover the over-run in this general ledger account.)</i>																	
TRANSFER \$1,083.65 from Library Supplies A/C# L.7410.440 to Library Supplies Massena Library A/C# L.7410.440.7410 <i>(This transfer will cover the over-run in this general ledger account.)</i>																	
TRANSFER \$4,184.42 from Library Brasher Branch Expenditures A/C# L.7410.460 to Brasher Library Expenditures A/C# L.7410.460.7411 <i>(This transfer will cover the over-run in this general ledger account.)</i>																	
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 # 122 - 2020					
To approve Warrant # 8					
FUND	DESCRIPTION	AMOUNT			
A	GENERAL	\$160,862.83			
B	GENERAL OUTSIDE	1,650.30			
DA	HIGHWAY	7,955.44			
DB	HIGHWAY OUTSIDE	35,858.42			
HPL	PARKING LOT IMPROVEMENTS-AIRPORT	1,500.00			
HTA	TERMINAL APRON REHAB DESIGN	25,161.92			
L	LIBRARY	20,442.85			
SSM	SOUTH MAIN STREET SEWER	60.86			
SWA	E MASSENA CONSOLIDATED WATER DISTRICT	15.94			
	TOTAL	\$253,508.56			
WARRANT #8 CHECK #'S 47366 - 47441		\$108,380.84			
MANUAL CHECKS		<u>145,127.72</u>			
TOTAL		\$253,508.56			
Motion by:	Councilman Nicola	Vote:			
Second by:	Councilwoman Bellow	Aye	Nay	Abstain	Absent
	Steve O'Shaughnessy	X			
	Albert Nicola	X			
	Robert Elsner	X			
	Samuel Carbone, Jr.	X			
	Susan Bellow	X			

Supervisor and Council Members thanked Town Clerk, Pamela Catanzarite for her 20 years of service as she is retiring August 29th, 2020.

Committee Reports:

Report submitted by Frank Diagostino:

Highway Department

Started Mowing roadsides on July 21, 2020. Mowed cemetery's, bridges, rescue squad etc. (Twice). Grader patched Haverstock Road by Massena sub-station. Trimmed brush and trees back on Leslie, N. Racquette and Carey roads. Established a ditch, replaced two driveway culvert pipes and installed one new driveway culvert on Donoghue Road. Replaced three driveway culvert pipes and cleaned ditch on Pontoon Bridge Road. Cleaned ditch and installed a swale in driveway at 790 N. Racquette River road - Ice and water issue during winter months. Replaced front and rear brakes, replaced both side panels on dump box and installed new rear tires on unit #4. Replaced all tires on Unit #45 (Steering and Drive) also replaced turbo clamp. Replaced fuel tank on unit #47. Found new idle wheel and yoke for John Deere dozer. Continued to work on installing new idler and yoke on dozer. Repairs completed on August 17, 2020.

Massena Airport

Boutique Air numbers for July 2020:

Enplaned 126, Deplaned 140, Total 266.

Cancelled for weather 4, Cancelled other 9, Total cancelled flights 13.

July 2020 landings for Boutique Air at the Massena Airport 91.

The Massena Airport has been notified by the FAA that we have successfully completed Phase 1 (Administrative Inspection) of our annual inspection for 2020. The FAA will complete Phase 2 (Airport Site Visit) when COVID-19 travel restrictions have lifted for the FAA.

Massena Library: Closed.

Massena Museum: Closed.

Massena Town Hall

Massena Town Hall open to the public on August 10, 2020.

Massena Rescue Squad: No issues.

Report Submitted by Councilwoman Susan Bellor:

Rescue Squad:

The board met via zoom on Monday August 10th. Bills have been submitted to Town with July bills totaling \$54,539.89.

Members accumulated 1728 hours of donated service at value of \$41,644.80. Calls were reported for advanced life and basic life support with or without transport totaling 190, and 903 for the year, with transported calls down by 73 compared to 2019. Calls to other hospitals showed 9.2% to cph.

They are upgrading with Motorola phones still through Verizon service, reviewing a new software for accounting of ordering medical supplies and also looking at other internet services.

They continue to ask for \$21,983.83 from the CARE Act Stimulus Relief Funds which they want deposited into their Massena Volunteer Emergency Unit business account.

They are still asking for a retirement plan but were asked to write a clear formalized proposal.

The next meeting is Wednesday September 9th.

Library:

The library board met on August 11th by ZOOM. Monthly business agenda items were completed as usual.

After reviewing and approving 6 new policies for safety in response to the current pandemic including: Safety for Operating with Restrictions; Safety Practices for patrons/personnel/trustees; Infectious Disease Control in the Workplace; Curbside Pickup Policy; In-building Services Policy; and Pandemic Emergency Response Policy.

BOCES is no longer a tenant in basement. They plan to reopen to the public on Tuesday September 8th. The next scheduled meeting is September 8th

Chamber of Commerce: Their next meeting is tomorrow August 20th via zoom and President Eowyn Hewey is speaking at town council meeting on Aug. 19th.

BDC: The BDC had an informational meeting on July 23. Shawn Gray updated them on the theatre inclusive of removal of asbestos, additional work that needs to be done, the status of their grant, their plans for Facebook page and website. Discussion ensued about the strategic plan, applications for small businesses, and grant writing. Their next meeting is Aug. 20th.

Town Highway and Airport Superintendent Frank Diagostino provided me a tour of the airport grounds and buildings. His 3 workers year- round maintain several pieces of equipment and vehicles, maintain all the buildings, in the summer months mow around 500 acres, and in the winter months remove snow from the runways, aprons, parking lot, hangars, sidewalks, taxiways and t-hangars. I learned a lot about what is done and has to be done; well done by a few workers.

Report Submitted by Councilman Robert Elsner:

Museum /Cultural Center – Thursday, 6 August 2020:

- MaryEllen finished her new book and display “Early Lodging in Massena”
- As can be expected, visits to the Center are down but website visits numbered 232 in July
- Plans and concerns about reopening were discussed. A formal plan for reopening needs to be written and coordinated for approval before re-opening.
- The status of the Center’s expansion plan was raised. A review of the plans was conducted on 13 August and both MaryEllen Casselman and Joe Macauley were invited to participate.
- Storage of artifacts and collections was raised. Currently items are dispersed and stored in three separate locations. Desire would be to find a way to store items centrally on-site. It was requested that a proposal be developed that would identify square footage required and environmental considerations for any storage building / addition.
- Planning for a future exhibit in honor of David Talarico, native son, community pharmacist, and museum patron, is underway.

Massena Rescue Squad – Monday, 10 August 2020:

- Expenses for July 2020 totaling \$54,539.89 were submitted to the Town for payment. Expenses for “Vehicle Repairs and Maintenance” are approximately running 130% over-budget with YTD expenses of \$34,498.11 against a total annual budget authorization of \$15,000. Reason cited – is unanticipated repairs secondary to fleet age.
- July 2020 donated volunteer hours totaled 1,728 hours at a calculated value of \$41,644.80
- Transported calls are down 73 for the year compared to 2019. For July 2020 there were a total of 190 calls (26 ALS, 108 BLS and 56 Not Transported).
- Percentage of calls transported to other area hospitals for July 2020 was 9.2% (Canton-Potsdam).
- Massena Rescue Board of Managers approved renewing existing contract for Hazmat Removal
- Massena Rescue Board of Managers approved upgrading WI-FI phones / contract with Verizon
- Massena Rescue Board of Managers approved proceeding with review and consideration of a logistics (supply / drug) inventory and management program called EMS Metrics at an approximate expense of \$11,000 annually.

Massena Public Library – Tuesday, 11 August 2020:

- Elaine submitted several policies related to reopening the library under current COVID-19 guidelines for Library Board members to review and approve. All were adopted with some minor edits.
- It was proposed that the Tuesday after Labor Day would be a good target date for reopening to the public. This will need to be coordinated and approved by the Town Supervisor.
- A total of \$2,082.88 (Massena) and \$1,058.40 (Badenhausen) in expenses were submitted to the Town for payment.
- On the year, expenses for supplies are approximately running 22% over-budget with YTD expenses of \$18,278 against a total annual budget authorization of \$15,000. Reason cited – increased cleaning and other safeguards specific to COVID-19 guidelines.

- As can be expected - visits and circulation numbers are significantly down. On the upside, the Summer Reading Program did very well remotely.
- BOCES is no longer renting space from the Library to conduct activities at a loss of \$400/month. Asbestos abatement was cited as the concern. However, this is not a concern as long as no construction occurs.

Next Town Board Meeting (September 16, 2020 @ 5:30pm)

15- Minute Public Comment Period (Closing Comments)

Executive Session at 7:15 PM to discuss the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation.
 No action is expected.

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			

Return to Open Session at 8:04 PM.

The meeting adjourned at 8:04 PM by unanimous consent.

Respectfully Submitted,
 Pamela A. Catanzarite, Town Clerk