

Town of Westville Meeting Minutes

February 13, 2023

I. Call to order

The regular meeting was opened by Supervisor Rodrigue Lauzon at 6:30 p.m. at the Westville Town Hall with the Pledge of Allegiance.

II. Roll call

Town Clerk, Ann Brady, conducted a roll call.

PRESENT: Supervisor Rodrigue Lauzon
Deputy Supervisor Michael Armstrong
Council person Sean Barnes
Council person Robert Reynolds
Code Officer Robert Crossman
Highway Superintendent Kevin Nichols

ABSENT: Dog Control Officer Kim Barcomb and Council person Brenda St. Hilaire

ALSO PRESENT: Kathy Nichols, Madison Fleury, Ed Fleury, Jamie Gratton, Norm Bonner, Jordan Hession, James Premo, Clayton White, Bill Armstrong, Greg Cunningham and Todd Collins

III. Approval of minutes from last meeting

The regular and reorganizational meeting minutes were presented to the Board for the meeting that was held on January 9, 2023; the minutes were submitted to the Town Board by the Town Clerk; the Town Board having reviewed the minutes prior to the meeting; a motion was made by Sean Barnes to accept the January meeting minutes as presented, seconded by Michael Armstrong. Unanimously approved.

IV. Open issues and Reports

Code Officer's Report – A written report was provided to the Board by Bob Crossman. The Code office approved 5 Building Permits and performed 12 construction inspections. He took in \$260.00 for the month of January. The Code Officer indicated that he has checked on: the progress of Larry Lapage Jr renovation work; performed road checks; Met with Jack Brown for construction and issued a permit for renovation work; checked on renovation work on the Upper Flat Rock Road; issued 2 building permits for Friends of The North Country for manufactured home replacements; issued a burn permit to Jack Fleury; issued a Certificate of Occupancy for renovation done and a new manufactured home; and issued a building permit for a slab.

Dog Control – No report.

Highway Superintendent's Report – Kevin Nichols provided the Board with an oral report. Kevin and his crew have been busy plowing and sanding. There have been a few minor breaks with the equipment. During the cold snap some of the hoses broke. We received a refund check from Barrett's paving for \$1359.44.

Resolution #12 of 2022 was presented to the Board for approval. The New York State Power Authority is replacing power lines and poles in the Town of Westville on the 345KV lines and will be transporting equipment and materials over the Town of Westville roads, culverts, bridges and shoulders. The Authority will pay or indemnify the Town for damage to the roads arising from construction of the new lines. A motion was made by Sean Barnes, seconded by Michael Armstrong to accept **Resolution #12 of 2022** as written. All in favor. Approved. The Town Supervisor and Highway Superintendent are authorized to sign the Road Use and Crossing Agreement as written.

Town Clerk's Report – Town Clerk, Ann Brady provided the Town Board with a monthly report indicating that the Town Clerk's Office issued 6 dog licenses and 20 Death Certificates. The total received by the Clerk's Office for the month of January was \$260.00; New York State Department of Agriculture and Markets received \$6.00; New York State Department of Health received \$0.00; and \$254.00 was paid to the Town of Westville, Town Supervisor.

On January 14, 2023 correspondence was sent to: (1) the Department of Motor Vehicles requesting new Handicap Parking Permits; (2) Three Affidavits of Exemptions of Mortgage Tax to Friends of the North Country; and (3) correspondence was sent to Donna Bailey requesting that she attend the next meeting with an explanation regarding the Cat Spay/Neuter Program.

On January 18, 2023 The Authorized Signature Form for Request of Funds was signed for Friends of the North Country.

On January 21, 2023 correspondence was sent to the following: (1) Donna Kissane & Edward Adams with Resolution #1; (2) New York State Department of Labor regarding Brenda St. Hilaire; (3) Franklin County Clerk with the 2023 Oaths of Office; and (4) Joan Casazza with the New York State Office of Court Administration with Resolution #11.

On January 28, 2023 correspondence was sent to the Franklin County Board of Elections with the Polling Site Questionnaire and Agreement for 2023. On that same date, Jamie Gratton delivered the Verified Statement of Raffle Ticket Operations to the Town Clerk's Office.

On February 4, 2023 correspondence was sent to Roseanne Gallagher and Lisa Coryea with Resolution #3 of 2023.

On February 11, 2023 correspondence was received from M&T Bank with respect to the sub-account for Town of Westville.

A discussion was held with the Board about “renting” out the new Town Hall and whether we keep it for Town residents/taxpayers only? Or do we open it to the public. If we would require a deposit for cleaning? Or if we can charge for use of the facility. Rod Lauzon was going to check with the insurance company regarding liability issues. The purchase of the former Church has restrictions. We would not be able to allow alcohol on the premises.

February 13, 2023 Vouchers

Total Payment

General Fund #34 - #60

\$12,694.31

Highway Fund #11 - #19

\$13,658.29

Westville Volunteer Fire Department – The Fire Department was present to provide the Town Board with an update. Norm Bonner addressed the Board and indicated that for 2022 they had a total of 282 calls – 254 were EMS related calls and 2 were structure fires. Rod Lauzon requested the invoice for the 911 insurance. Governor Hochul has instituted tax breaks for EMTs and volunteers. The Town has drafted a Local Law; a copy of the law was provided to the Fire Department for their review. They will get back to the Board after they have had an opportunity to review it. They have new extrication equipment coming in. There will be a Pancake Breakfast on Sunday, February 26.

Greg Cunningham – Greg Cunningham was present to address the Board with his concerns about the property located at the corner of State Route 37 and 122. A discussion was held about the “Opt out Law” and what the Town can do about Cannabis stores.

Supervisor Report – Supervisor Lauzon presented the Board with the Town Supervisor’s Report. Franklin County Soil and Water is selling trees and plants. Franklin County Solid Waste Management Authority sent a breakdown of payments being issued to the Town. Wayne Garland is going to cut the trees down at the Park. Rod is looking into a grant for a kitchenette at the Town Hall.

Tisdell Associates sent over the Agreement for the Westville Landfill Post Closure Monitoring and Maintenance for 2023. A motion was made by Robert Reynolds, seconded by Michael Armstrong to approve the 2023 contract for 1300.00. All in favor. Approved. Rod Lauzon issued Check No. 3633 in the amount of \$1300.00 to be sent to Tisdell (with the Agreement).

Fort Covington Senior Citizens is looking to install new flooring at the Adult Center. They have requested \$1300.00 from the Town of Westville to assist with the new flooring. A motion was made by Michael Armstrong, seconded by Sean Barnes to approve \$1300 payment to the Fort Covington Senior Citizens. All in favor. Approved.

Carolyn Firlik needs to be re-appointed to the Board of Assessment Review. A motion was made by Michael Armstrong, seconded by Robert Reynolds to approve the re-appointment. All in favor. Approved.

HUD Report – The CDBG report was presented by Supervisor Lauzon. Talked to Friends of the North Country about the trailer parked at the Town Hall. They have to pour the slab. They have three left to do.

Budget Update by Rod Lauzon –

Town Supervisor Lauzon presented the Budget. The current account information is:

Account Information:	CLASS	Community Bank	Total
General	\$ 197,273.50	\$ 114,715.84	\$
Highway	\$ 147,130.77	\$ 194,450.51	\$
Reserve	\$ 134,050.00	\$	\$ 134,050.00
Trust & Agency		\$ 1,754.96	\$ 1,754.96
Total	\$ 478,454.00	\$ 310,921.31	\$ 789,375.31

Deposits

General:

1/14 Taxes	\$70,000.00
1/19 Taxes	\$120,000.00
1/19 Suburban	\$201.11
1/25 CFSWMA 4 th Qtr of 2022	\$15,996.83
*Westville Town Court	\$1,304.00
*Verizon Wireless	\$1,124.17

Highway:

1/27 Taxes	\$120,000.00
*2/7 Taxes	\$202,870.00

Transfers:

From Highway to General	
*2/7	\$100,312.00

All tax dollars are in

*2/7 From General Community to CLASS General	\$160,000.00
*2/8 From Highway Community to CLASS Highway	\$175,000.00

* Not included in January totals

Motions:

- (1.) To accept the Code Officer Report – Motion by Sean Barnes, seconded by Michael Armstrong. Unanimously approved.
- (2.) To accept the Dog Control Officer Report – No report.
- (3.) To accept Highway Superintendent’s Report – Motion by Robert Reynolds, seconded by Michael Armstrong. All in favor. Approved.
- (4.) To accept Town Clerk’s report – Motion by Michael Armstrong, seconded by Robert Reynolds. All in favor. Approved.
- (5.) To accept HUD Report – Motion by Robert Reynolds, seconded by Michael Armstrong. All in favor. Approved.
- (6.) To pay bills – Motion by Michael Armstrong, seconded by Robert Reynolds. All in favor. Approved.
- (7.) To accept the Budget Update – Motion by Sean Barnes, seconded by Michael Armstrong. All in favor. Approved.

(8.) To accept the Supervisor's Report – Motion by Robert Reynolds, seconded by Sean Barnes. All in favor. Approved.

V. Adjournment

Rod Lauzon, Town Supervisor adjourned the meeting at 7:40 p.m. Motion by Sean Barnes, seconded by Robert Reynolds. Unanimously approved.

The next regular meeting of the Town Board is scheduled for March 13, 2023 at 6:30 p.m.

Minutes submitted by: Ann F. Brady, Town Clerk

Minutes approved by:

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_____	_____
_____	_____