

Town of Westville Meeting Minutes

June 13, 2022

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 Brenda St. Hilaire
Council person Michael Armstrong
Council person Dean Fleury
Code Officer Robert Crossman

EXCUSED: Highway Superintendent Kevin Nichols

ABSENT: Council person Robert Reynolds and Dog Control Officer Kim Barcomb

III. Approval of minutes from last meeting

The regular meeting minutes were presented to the Board for the meeting that was held on May 16, 2022; 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 Brenda St. Hilaire to accept the May meeting minutes as presented, seconded by Dean Fleury. Unanimously approved.

IV. Open issues and Reports

HUD Report – The CDBG report was presented by Supervisor Lauzon. **Resolution #27 of 2022** was presented to the Board by the Supervisor. **Resolution #27 of 2022** requests that the Board adopt the Franklin County Multi-Jurisdictional Hazard Mitigation Plan as prepared in accordance with the Disaster Mitigation Act of 2020. A motion was made by Dean Fleury, seconded by Brenda St. Hilaire to accept **Resolution #27 of 2022** as written and approve the adoption of the Franklin County Multi-Jurisdictional Hazard Mitigation Plan. All in favor. Approved.

Resolution #28 of 2022 was presented to the Board by Supervisor Lauzon. **Resolution #28 of 2022** requests that the Board authorize the capital expenditure of \$137,485.00 plus administrative, project delivery and other soft costs for the Mobile Home Replacement Program for project #WES-201-01. A motion was made by Brenda St. Hilaire, seconded by Michael Armstrong to accept **Resolution #28 of 2022** as written and approve the costs. All in favor. Approved.

Code Officer's Report – A written report was provided to the Board by Bob Crossman. The Code office approved 3 Building Permits, 3 Burn Permits, 2 Septic Tank Permits and issued 1 Notice to Remedy. He performed 15 construction inspections and took in \$590.00 for the month of May.

Highway Superintendent's Report – Kevin Nichols was not present at the meeting; Supervisor Lauzon provided the Board with an oral report. Kevin and his crew were busy blacktopping all day. They have been busy on the Stone Road. Looking at paving a half mile of the McQueen Road. Still looking at purchasing a tractor/mower at a cost of \$160,000.

Town Clerk's Report – Town Clerk, Ann Brady provided the Town Board with a monthly report indicating that the Town Clerk's Office issued 13 dog licenses. The total received by the Clerk's Office for the month of May was \$310.00; New York State Department of Agriculture and Markets received \$37.00; New York State Department of Health received \$0.00; and \$273.00 was paid to the Town of Westville, Town Supervisor.

On May 16, 2022 the Clerk sent out FS-25 requesting the remainder of the funds for the Town Clerk's grant for inactive records storage.

On May 17th Alden and Barbara Stevens began the inactive records storage grant. They have been working diligently to cull through the Town's records and distinguish which records need to be kept and which can be destroyed. The shelving units have arrived and so have the fire proof filing cabinets.

On May 19, 2022 the Clerk signed Drawdown #5 for Friends of the North Country.

On May 21, 2022 correspondence was received from M&T Bank with the information regarding the account for the Town. On that same date correspondence was received from the Town Clerk's Association with a request for Association Dues.

Supervisor Report – Supervisor Lauzon presented the Board with the Town Supervisor's Report. Kimberly Barcomb received a satisfactory report for dog inspection and municipal shelter. We are at 86.5% for equalization rate. 2023 Budget documents are starting to come in.

We received a letter from the Office of the State Comptroller looking for a letter from the Town regarding Justice Andrews' February report. Norm Bonner and Austin Dishaw were supposed to be at the meeting to discuss the possibility of billing insurance for rescue calls.

Tammie Brooks from the Office of Real Property is looking for a Local Law to set Grievance Day for the Town. Supervisor Lauzon presented **Local Law #1 of 2022** to the Board to set Grievance Day for review. A motion was made by Brenda St. Hilaire to hold a Public Hearing on Local Law #1 of 2022 on July 11th at 6:15 p.m., seconded by Dean Fleury. All in favor. Approved.

The second half of the Clerk's grant money has not been received yet. The Supervisor questioned the Clerk as to when we might be receiving the funds. The Clerk indicated that the money had been requested on May 16th.

The Supervisor asked the Code officer to meet him at the new Town Hall to check on Code. Rod is supposed to meet with Bob at Dow Electric for the pole. Michael Armstrong asked that

the pole be moved out of the parking lot. We still need to put up Exit signs. National Grid is supposed to move the pole. We are going to leave the septic system as it is for now.

Jamie Gratton is mowing the new Town Hall; this is in addition to the Contract that was previously approved. Rod asked the Board for approval to add an additional \$1000 to the Contract. The Board countered that amount with \$500.00 for this year. A motion was made by Brenda St. Hilaire, seconded by Dean Fleury to add an additional \$500 for mowing. All in favor. Approved.

Dog Control Officer's Report – No report.

Budget Update by Rod Lauzon –

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

Account Information:	CLASS	Community Bank	Total
General	\$ 223,605.42	\$ 131,357.45	\$
Highway	\$ 244,578.53	\$ 105,555.65	\$
Reserve	\$ 131,764.02	\$	\$ 131,764.02
Trust & Agency		\$ 1,897.46	\$ 1,897.46
Total	\$ 599,947.97	\$ 235,810.56	\$ 838,758.53

Deposits

General:

Westville Town Court	\$2,522.00
Verizon Wireless	\$1,124.17
Town Clerk for April 2022	\$108.00

Motions:

- (1.) To accept the Code Officer Report – Motion by Brenda St. Hilaire, seconded by Dean Fleury. Unanimously approved.
- (2.) To accept the Dog Control Officer Report – No report.
- (3.) To accept Highway Superintendent's Report – Motion by Dean Fleury, seconded by Michael Armstrong. All in favor. Approved.
- (4.) To accept Town Clerk's report – Motion by Michael Armstrong, seconded by Brenda St. Hilaire. All in favor. Approved.
- (5.) To accept HUD Report – Motion by Michael Armstrong, seconded by Brenda St. Hilaire. All in favor. Approved.
- (6.) To pay bills – Motion by Michael Armstrong, seconded by Dean Fleury. All in favor. Approved.
- (7.) To accept the Budget Update – Motion by Brenda St. Hilaire, seconded by Michael Armstrong. All in favor. Approved.
- (8.) To accept the Supervisor's Report – Motion by Dean Fleury, seconded by Brenda St. Hilaire. All in favor. Approved.

V. Adjournment

Rod Lauzon, Town Supervisor adjourned the meeting at 7:10 p.m. Motion by Michael Armstrong, seconded by Brenda St. Hilaire. Unanimously approved.

The next regular meeting of the Town Board is scheduled for July 11, 2022 at 6:30 p.m. A Public Hearing will be held prior to the meeting at 6:15 p.m.

Minutes submitted by: Ann F. Brady, Town Clerk

Minutes approved by:

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_____	_____
_____	_____