

# **Town of Westville Meeting Minutes**

March 12, 2018

## **I. Call to order**

The meeting was opened by Supervisor Lauzon at 6:30 p.m. at the Westville Town Hall.

## **II. Roll call**

Town Clerk, Ann Brady, conducted a roll call during the Public Hearing.

PRESENT: Council person Mike Armstrong  
Council person Dean Fleury  
Deputy Supervisor Brenda St. Hilaire  
Supervisor Rodrique Lauzon  
Code Officer Robert Crossman  
Dog Control Officer Kim Lapage  
Highway Superintendent, Kevin Nichols

ABSENT: Council person Robert Reynolds

ALSO PRESENT: Kathy Nichols and Justin Doner from Friends of the North Country

## **III. Approval of minutes from last meeting**

The minutes of the regular and reorganizational Town Board Meeting on February 12, 2018 having been submitted to the Town Board by the Town Clerk; and the Town Board has reviewed the minutes; and the minutes of the Town Board Meeting were approved.

## **IV. Open issues**

Code Officer's Report – A report was given to the Board by Robert Crossman. The Code office issued: 1 Building Permit, 1 Certificate of Occupancy and performed 6 construction inspections. The Code Office took in \$50.00.

Highway Superintendent's Report – A report was given to the Board by Kevin Nichols. The highway crew has been busy with repairs on trucks, plowing/salting/sanding; looking to see if it would be feasible to have repair work done on old truck. The antifreeze is leaking and it has 170,000 miles on it. The Board agreed that Kevin should repair it and get what he can out of it. The Hold Harmless Agreement and Agreement for Expenditure of funds were signed and approved by the Board. The Resolutions were drafted in January. The Clerk will send out the documents to the County.

Town Clerk's Report -- Town Clerk, Ann Brady provided the Town Board with a monthly report indicating that the Town Clerk's Office issued 7 dog licenses and 10 copies of Death Certificates. The total received by the Clerk's Office for the month of February was \$185.00; New York State Department of Agriculture and Markets received \$9.00; New York State Department of Health received \$0.00; and \$176.00 was paid to the Town of Westville, Town Supervisor.

On February 12, 2018 correspondence was sent to the Sister Karen Memorial Food Pantry enclosing payment of \$500.00 for the 2018 contract.

On February 15, 2018 correspondence was received from Focus on Ferals regarding stray cats and requesting support.

On February 22, 2018 the Town Clerk received the Fort Covington Adult Center contract. The same was signed and returned to the Fort Covington Adult Center on February 26, 2018. Payment for the 2018 contract was sent to Christine Benway with the agreed \$4,000.00.

On February 24, 2018 correspondence was sent to Aaron B. Jarvis at Tisdell Associates with the 2018 Short Form Engineering Agreement. Correspondence was also sent to the Franklin County Clerk with the Amended Elected/Appointed Officials listing for 2018. On that same date, correspondence was sent to the Franklin County Board of Elections with the 2018 Polling Site Agreement.

On February 26, 2018 correspondence was received from the New York State Department of Environmental Conservation regarding the National Flood Insurance Program.

Budget Update by Rod Lauzon – The current account information is:

<b>Account Information:</b>	<b>CLASS</b>	<b>Community Bank</b>	<b>Total</b>
General	\$ 150,076.30	\$ 127,321.24	
Savings – General		\$ 65,223.10	\$ 65,223.10
Trust & Agency		\$ 5,210.93	\$ 5,210.93
Highway	\$ 177,085.46	\$ 115,725.94	\$
Reserve – Highway		\$ 116,828.14	\$ 116,828.14
Savings – Highway		\$ 30,024.01	\$ 30,024.01
<b>Total</b>	<b>\$ 327,161.76</b>	<b>\$ 460,333.36</b>	<b>\$ 787,495.12</b>

Received from and deposited into General Account:

NYMIR: \$28.00 interest  
 Verizon: \$977.50

Deposited into Highway:

Franklin County Snow and Ice Contract: \$35,848.37

**Transfers**

General Savings to General \$100,000.00  
 Community Bank General to CLASS \$150,000.00  
 Community Bank Highway to CLASS \$150,000.00

Dog Control Officer's Report -- Kimberly Barcomb provided the Board with a written report. No calls for the time period of December 12<sup>th</sup> through January 8<sup>th</sup>. From January 8<sup>th</sup> through February 2018 Kim picked up a male black lab mix. The owner was being evicted from his apartment and he turned the dog over because his new apartment wouldn't allow pets. From February through March 12, 2018 Kim received a call about a stray female shepherd mix on the Buell Road. Took her to High Peaks for rabies shot and redeemed her to her owners. On

March 4, 2018 she took in a male mastiff mix, it was abandoned. The dog was adopted by Rod Lauzon.

Supervisor Report – Rod Lauzon gave the Town Supervisor’s Report. Every year Roseanne Gallagher get together and review Enhanced Star and Veterans in the area. Rod brought the Host Agreement to Matt McArdle of Fischer, Bessette, Muldowney & McArdle, LLP to begin reviewing for the new agreement in 2019. We received a notice from the flood insurance; Rod had to do an income statement for Brittany Green; the AUD report was submitted on February 28, 2018 to New York State; NYMIR sent a notice regarding criminal coverage.

*HUD Update* -- To date, Ann signed the second draw down for the HUD grant. **Resolution #11 of 2018** was presented to the Board by the Town Supervisor to approve project #WES-16-02 for rehabilitation. A motion was made by Michael Armstrong, seconded by Brenda St. Hilaire to approve **Resolution #11 of 2018** as presented. All in favor. Approved.

**Resolution #12 of 2018** was presented to the Board by the Town Supervisor to approve project #WES-16-09 for rehabilitation. A motion was made by Michael Armstrong, seconded by Dean Fleury to approve **Resolution #12 of 2018** as presented. All in favor. Approved.

**Resolution #13 of 2018** was presented to the Board by the Town Supervisor to approve project #WES-16-03 for rehabilitation. A motion was made by Michael Armstrong, seconded by Brenda St. Hilaire to approve **Resolution #13 of 2018** as presented. All in favor. Approved.

***Motions:***

- (1.) To amend/approve February’s meeting minutes -- Motion by Michael Armstrong, seconded by Brenda St. Hilaire. All in favor. Approved.
- (2.) To accept the Code Officer Report – Motion by Dean Fleury, seconded by Michael Armstrong. All in favor. Approved.
- (3.) To accept the Dog Control Officer Report – Motion by Brenda St. Hilaire, seconded by Dean Fleury. All in favor. Approved.
- (4.) To accept Highway Superintendent’s Report – Motion by Michael Armstrong, seconded by Dean Fleury. All in favor. Approved.
- (5.) To accept Town Clerk’s report – Motion by Dean Fleury, seconded by Brenda St. Hilaire. All in favor. Approved.
- (6.) To accept the Supervisor’s Report – Motion by Michael Armstrong, seconded by Dean Fleury. All in favor. Approved.
- (7.) To pay bills – Motion by Michael Armstrong, seconded by Dean Fleury. All in favor. Approved.
- (8.) To accept the 2018 Budget Update – Motion by Brenda St. Hilaire, seconded by Dean Fleury. All in favor. Approved.
- (9.) To accept HUD Report – Motion by Brenda St. Hilaire, seconded by Michael Armstrong. All in favor. Approved.
- (10.) To approve 2017 AUD to NY State by -- Motion by Brenda St. Hilaire, seconded by Michael Armstrong. All in favor. Approved.

**V. New Business**

Should we change the Welcome to Westville signs to include veteran exemptions, business tax exemptions and a neighborhood watch community or just leave them like they are for now. The Board voted to leave the signs like they are for now.

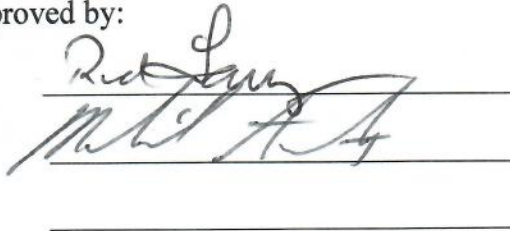
**VI. Adjournment**

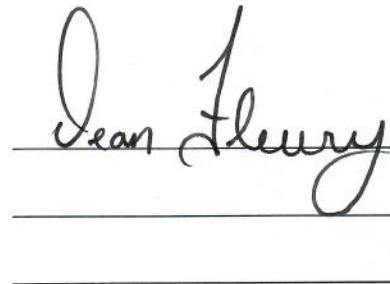
Rod Lauzon, Town Supervisor adjourned the meeting at 7:45 p.m. Motion by Dean Fleury, seconded by Michael Armstrong. All in favor. Approved.

The next meeting of the Town Board is scheduled for April 9, 2018 at 6:30 p.m.

Minutes submitted by: Ann F. Brady, Town Clerk

Minutes approved by:

  
\_\_\_\_\_

  
\_\_\_\_\_