

Town of Westville Meeting Minutes

November 14, 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
Council person Michael Armstrong
Council person Sean Barnes
Code Officer Robert Crossman
Highway Superintendent Kevin Nichols
Dog Control Officer Kim Barcomb

EXCUSED: Council person Brenda St. Hilaire

ABSENT: Council person Robert Reynolds

ALSO PRESENT: Lisa Coryea, Roseann Gallagher, Ed Fleury and Kathy Nichols

III. Approval of minutes from last meeting

The regular meeting minutes were presented to the Board for the meeting that was held on October 10, 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 Michael Armstrong to accept the October meeting minutes as presented, seconded by Sean Barnes. 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 1 Building Permit, 2 Certificates of Occupancy and issued 1 Notice to Remedy. He performed 17 construction inspections and took in \$0.00 for the month of October.

Dog Control – A written report was provided to the Board by Kimberly Barcomb. On October 22nd Kim received a call from a resident about her neighbor's dog being loose again on her property. The dog's owners have previously been warned. On November 1st she received a complaint about a dog barking non-stop; the dog had no food or water in its kennel. Kim will keep an eye on them and address it as necessary. On October 27th she trapped four cats and brought them to the clinic to have them fixed with the assistance of the Adirondack Animal Coalition and Cat Palace. They are interested in getting the cat population under control.

Highway Superintendent's Report – Kevin Nichols provided the Board with an oral report. Kevin and his crew were busy getting all of our sand completed. He is having a hard time getting salt. They put gravel on the Riley Road. The head gasket went again on the Massey 65. He is looking for a package deal on the new mower.

Town Clerk's Report – Town Clerk, Ann Brady provided the Town Board with a monthly report indicating that the Town Clerk's Office issued 9 dog licenses, 12 Death Certificates and 1 Birth Certificate. The total received by the Clerk's Office for the month of October was \$220.00; New York State Department of Agriculture and Markets received \$9.00; New York State Department of Health received \$0.00; and \$211.00 was paid to the Town of Westville, Town Supervisor.

On October 15, 2022 correspondence was sent to: (1) Dana Langdon in response to his letter to the Town; (2) Franklin County Board of Legislators with the Budget for 2023; and (3) Scott Lavoie regarding the Mowing contract for 2023.

On October 22, 2022 correspondence was sent to: (1) Lisa Coryea requesting she attend the next board meeting; (2) Darrell Johnson regarding a new dog license; and (3) Life Flight with Resolution and Contract.

Received 3 Certificates of Training from Hon. Scott Brady.

On November 1st correspondence was received from the Office of the New York State Comptroller's office requesting an update for the Justice Court and from Association of Towns regarding the Annual Business Meeting.

Town Clerk Brady submitted the following vouchers for approval:

Nov. 14, 2022	Vouchers	Total Payment
General Fund	#1-2; #3027 -3045; #3048-3049; #3591- 3596; #3599	<u>\$33,494.95</u>
Highway Fund	#1-13; #3029; #3031	<u>\$44,245.44</u>

Tax Assessor – The Assistant to the Assessor, Lisa Coryea, updated the Board with respect to her training. She has 493 of 750 required hours. Her computer is set up with the required software; she has taken the Board of Assessment Review Class and Fundamentals and Data Collection. She has more classes to take, but has time to get them completed.

Supervisor Report – Supervisor Lauzon presented the Board with the Town Supervisor's Report. Dave Nichols will be turning 65 and will be purchasing Medicare Part A. Rod spoke to Community Bank about the insurance on the Town accounts (anything over \$250,000). Diane Tremblay has submitted her resignation from the Planning Board. A motion was made by Michael Armstrong, seconded by Sean Barnes to accept Diane's resignation (with regrets).

New insurance rates are in for 2023; an increase of 220 per month per person. We received the documents from Tisdell Associates for the landfill.

A motion was made by Michael Armstrong, seconded by Sean Barnes to hold the remainder of the Board meetings at the new Town Hall. All in favor. Approved.

A motion was made by Sean Barnes, seconded by Michael Armstrong to approve **Resolution #40 of 2022** was presented to the Board by the Town Supervisor to pay the Town’s bills in a timely manner before they become overdue. A motion was made by Sean Barnes, seconded by Michael Armstrong, to approve **Resolution #40 of 2022** as written. All in favor. Approved.

Budget Amendment #2 of 2022 was presented to the Town Board to amend the following:

A1110.4 Justice Court Salaries	\$6,300.00	
A1220.4 Supervisor, computer	\$500.00	
A1355.4 Assessor Salaries	\$4,500.00	
A1910.4 Town Insurance	\$1,328.00	
A3620.4 Code Officer, computer/printer	\$1,000.00	
A8161.4 Garbage/Park	\$250.00	
A8810.4 Cemeteries/Mowing	\$300.00	Total: \$14,178.00

A1990.4 Contingencies	\$5,000.00	
A3410.0 FD Insurance	\$1,493.00	
A8020.4 Planning	\$1,200.00	
A9060.8 Health Insurance	\$6,485.00	Total: \$14,178.00

A motion was made by Michael Armstrong, seconded by Sean Barnes to approve **Budget Amendment #2 of 2022**. All in favor. Approved.

HUD Report – The CDBG report was presented by Supervisor Lauzon. We currently have one job in process; the homeowners have been quite difficult to deal with. We will keep an eye on it.

Budget Update by Rod Lauzon –

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

Account Information:	CLASS	Community Bank	Total
General	\$ 225,313.23	\$ 56,710.64	\$
Highway	\$ 145,726.26	\$ 168,333.60	\$
Reserve	\$ 132,770.35	\$	\$ 132,770.35
Trust & Agency		\$ 1,809.96	\$ 1,809.96
Total	\$ 503,809.35	\$ 226,854.20	\$ 730,663.55

Deposits

General:

FCSWMA	\$16,329.45
Westville Town Court	\$2,256.00
Verizon Wireless	\$1,124.17

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 – Motion by Michael Armstrong, seconded by Sean Barnes. All in favor. Approved.
- (3.) To accept Highway Superintendent’s Report – Motion by Sean Barnes, seconded by Michael Armstrong. All in favor. Approved.
- (4.) To accept Town Clerk’s report – Motion by Michael Armstrong, seconded by Sean Barnes. All in favor. Approved.
- (5.) To accept HUD Report – Motion by Michael Armstrong, seconded by Sean Barnes. All in favor. Approved.
- (6.) To pay bills – Motion by Michael Armstrong, seconded by Sean Barnes. 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 Michael Armstrong, seconded by Sean Barnes. All in favor. Approved.

V. Adjournment

Rod Lauzon, Town Supervisor adjourned the meeting at 7:35 p.m. Motion by Michael Armstrong, seconded by Sean Barnes. Unanimously approved.

The next regular meeting of the Town Board is scheduled for December 12, 2022 at 6:30 p.m.

Minutes submitted by: Ann F. Brady, Town Clerk

Minutes approved by:

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_____	_____
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