

Town of Westville Meeting Minutes

October 12, 2021

I. Call to order

The regular meeting was opened by Supervisor Lauzon at 6:31 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 Rodrique Lauzon
Deputy Supervisor Brenda St. Hilaire
Council person Michael Armstrong
Code Officer Robert Crossman

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

ALSO PRESENT: 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 September 13, 2021; the minutes having been submitted to the Town Board by the Town Clerk; the Town Board having reviewed the minutes; and a motion was made by Michael Armstrong to accept the September meeting minutes as presented, seconded by Brenda St. Hilaire. Unanimously approved.

IV. Open issues and Reports

HUD Report – The report was presented by Rod Lauzon. **Resolution #38 of 2021** was presented to the Town Board by Supervisor Lauzon to authorize a capital expenditure for Project #WES-20-02. A motion was made by Brenda St. Hilaire, seconded by Michael Armstrong to accept **Resolution #38 of 2021** as written. All in favor. Approved.

Resolution #39 of 2021 was presented to the Town Board by Supervisor Lauzon to authorize the Town's participation in the CDBG program administered by New York State Homes and Community Renewal and that Friends of the North Country is authorized to assist the Town to prepare and submit an application, the Town Board will adopt the Abbreviated Consolidation Plan, the Citizen Participation Plan, the Section 3 Participation Plan and the Anti-Displacement Plan for the purposes of the CDBG application and program and that the Town Supervisor is authorized to sign and execute the associated documentation for the NYS Homes and Community Renewal CDBG Application. A motion was made by Brenda St. Hilaire, seconded by Michael Armstrong to approve **Resolution #39 of 2021** as written. All in favor. Approved. Supervisor Lauzon signed all of the documentation required to submit the application.

Code Officer's Report – A written report was provided to the Board by Bob Crossman. The Code office performed 10 Construction Inspections and 1 garbage complaint. He took in

\$115.00 for the month of September. He approved and issued 1 building permit and issued 1 Notice to Remedy.

Highway Superintendent's Report – Kevin Nichols provided the Board with an oral report. They have been busy finishing up mowing. We have a small reserve of salt and sand from last year. The old dozer started right up this year. CHIPS funding paperwork is almost ready.

Town Clerk's Report – Town Clerk, Ann Brady provided the Town Board with a monthly report indicating that the Town Clerk's Office issued 4 dog licenses, 1 Marriage License and 5 certified copies Death Certificates. The total received by the Clerk's Office for the month of September was \$160.00; New York State Department of Agriculture and Markets received \$5.00; New York State Department of Health received \$22.50; and \$132.50 was paid to the Town of Westville, Town Supervisor.

On September 14, 2021 Town Justice Scott Brady was issued a Continuing Judicial Education Certificate for 2021 and provided my office with a copy of the certificate.

On September 17, 2021 an email was received regarding the Agreement for the CDGB Grant for the 2020 project.

On September 25, 2021 correspondence was received regarding the ditches and brush growing along our town roads. It was not signed.

On September 27, 2021 correspondence was received regarding the comprehensive Broadband Connectivity Act that was enacted in May of 2021.

On October 4, 2021 correspondence was sent to the Franklin County Personnel Office with the Supplementary Payroll Certification for Brenda St. Hilaire and Dean Fleury.

On October 6, 2021 correspondence was sent to Ashley and Sean Barnes issuing their marriage certificate.

On October 7, 2021 an email was received from the Franklin County Personnel Office regarding the position of Court Clerk.

Supervisor Report – Rod Lauzon presented the Board with the Town Supervisor's Report. Rod has been in contact with Jason Pelkey regarding the Marie Fleury murder. There will not be a Neighborhood Watch meeting this year due to Covid. Mr. Pelkey indicated that there is nothing new to report. The Town is looking at purchasing the property at the corner of County Route 19 and State Route 37. Mr. Lauzon has been in contact with New York State DOT to purchase it. Franklin County Solid Waste Management Authority sent a letter indicating that the check was in the mail. Tisdell Associates sent the Post Closure monitoring report. The Church appraisal will be back around the 19th of October. Justice Brady is applying for another grant and the paperwork was sent out on Tuesday.

Resolution #27 of 2021 was presented to the Town Board by Supervisor Lauzon. **Resolution #27 of 2021** approving the 2022 budget as discussed in the Public Hearing. A motion was

made by Michael Armstrong, seconded by Brenda St. Hilaire to approve **Resolution #27 of 2021** as written. All in favor. Approved.

Resolution #37 of 2021 was presented to the Town Board by Supervisor Lauzon. **Resolution #37 of 2021** to approve the contract of \$1,000 with North Country Life Flight for 2022. A motion was made by Brenda St. Hilaire, seconded by Michael Armstrong to approve **Resolution #37 of 2021** as written. 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	\$ 293,407.77	\$ 58,198.36	\$
Highway	\$ 94,023.84	\$ 97,899.25	\$
Reserve	\$ 111,650.90	\$	\$ 111,650.90
Trust & Agency		\$ 2,054.96	\$ 2,054.96
Total	\$ 499,082.90	\$ 158,152.57	\$ 657,235.47

Deposits

General:

Westville Town Court	\$450.00
Verizon Wireless	\$1,124.17
State Aid to Towns	\$18,227.00

Motions:

- (1.) To accept the Code Officer Report – Motion by Brenda St. Hilaire, 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 Michael Armstrong, seconded by Brenda St. Hilaire. All in favor. Approved.
- (4.) To accept Town Clerk's report – Motion by Brenda St. Hilaire, seconded by Michael Armstrong. All in favor. Approved.
- (5.) To accept HUD Report – Motion by Brenda St. Hilaire, seconded by Michael Armstrong. All in favor. Approved.
- (6.) To pay bills – Motion by Michael Armstrong, seconded by Brenda St. Hilaire. 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 Brenda St. Hilaire, seconded by Michael Armstrong. All in favor. Approved.

V. Adjournment

Rod Lauzon, Town Supervisor adjourned the meeting at 7:15 p.m. Motion by Michael Armstrong, seconded by Brenda St. Hilaire. Unanimously approved.

The next regular Meeting of the Town Board is scheduled for November 8, 2021 at 6:30 p.m.

Minutes submitted by: Ann F. Brady, Town Clerk

Minutes approved by:

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