

**DRAFT**

- 6) REGULAR BOARD MEETING, TOWN OF PIERCEFIELD, January 14, 2021
- 7) A regular board meeting of the Town of Piercefield was held on January 14, 2021 at 7:30 PM at the Piercefield Town Hall and on ZOOM with the following members present:  
Supervisor Neil Pickering  
Councilmember Thomas Snye  
Councilmember John Lewis  
Councilmember Amy Lalonde  
Councilmember Gina Sarazen  
OTHERS PRESENT: Town Clerk Donald Mauer, new Town Clerk Christielee Geiger
- 8) Pledge of Allegiance  
The meeting was opened with the Pledge of Allegiance led by Supervisor Neil Pickering.
- 9) Public Hearing, Fire Company Contract  
Supervisor Pickering convened a public hearing at 7:40 pm on the Fire Company Contract for 2021. No one wished to be heard. The public hearing was closed at 7:41pm.
- 10) Approval of Minutes  
On a motion by Councilmember Lewis, seconded by Councilmember Snye, the minutes of December 10, 2020 and of January 4, 2021 as presented by the Town Clerk be approved with the following correction to the December 10 minutes: Item 200) General Sales Tax = \$13,809.70 and Highway Sales Tax = \$73,809.71: AYES: Supervisor Pickering, Councilmembers Lewis, Sarazen, Snye. NAYS: 0 Approved with correction. Councilmember Amy Lalonde had not seen the minutes of January 4, 2021.
- 11) Monies Received
- |                       |            |
|-----------------------|------------|
| <u>General</u>        |            |
| General Purpose Aid   | \$6,124.00 |
| Transfer Station Fees | \$1,614.00 |
| <u>Highway</u>        |            |
| Sale of Truck Motor   | \$500.00   |

**Privilege of Floor**

- 12) Code Enforcement Officer (CEO) and Assessor Reports, December, 2020  
Assessor/CEO Flora McCuen reported issued and inspected 1 demo. Took several calls at home and at work Issued C of C.

**Old Business**

- 13) Sales Tax Distribution  
Supervisor Pickering stated that the sales tax distributions from the County to the Towns will remain the same as in recent years, for the next 10 years.
- 14) Truck Sale  
With the purchase of the new highway pickup truck one of the old unreliable ones can be put out for bid. On a motion by Councilmember Snye, seconded by Councilmember Lewis, the red pickup be offered for sale to the highest bidder: AYES: Supervisor Pickering, Councilmembers Lewis, Lalonde, Snye, Sarazen. NAYS: 0 Approved. Town Clerk Don Mauer will send a public notice to the Free Press for bids.

6) REGULAR BOARD MEETING, TOWN OF PIERCEFIELD, January 14, 2021 **DRAFT**

15) Fire Company Agreement

On a motion by Councilmember Amy Lalonde seconded by Councilmember Gina Sarazen, the following resolution be adopted: AYES: Supervisor Pickering, Councilmembers Lewis, Lalonde, Snye, Sarazen. NAYS: 0 Adopted.

**RESOLUTION NO.: 03-01-2021**

**DATED: January 14, 2021**

**AGREEMENT**

**THIS AGREEMENT** made this 1st day of December, 2020, between the TOWN OF PIERCEFIELD, St. Lawrence County New York, hereinafter designated as the "Town" and the PIERCEFIELD VOLUNTEER FIRE COMPANY, INC. of Piercfield, New York, hereinafter designated as the "FIRE COMPANY".

**WITNESSETH**

**WHEREAS**, there has been duly established in the Town a fire protection District known as "TOWN OF PIERCEFIELD FIRE PROTECTION DISTRICT" (hereinafter referred to as the "District"), encompassing the entire territory of the Town, pursuant to the Resolution establishing such District and duly adopted by the Town Board of the Town on August 7<sup>th</sup>, 1951, and the Order of the Town Board confirming the establishment of the District dated March 11<sup>th</sup>, 1997, and

**WHEREAS**, following a public hearing on January 14, 2021, duly called, the said Town Board authorizes the Town Supervisor to enter into a contract with the Fire Company for fire protection to said District upon the terms and provisions herein set forth, and

**WHEREAS**, this Agreement has also been duly authorized by the Board of Directors of the Fire Company,

**NOW THEREFORE**, The Town does engage the Fire Company to furnish fire protection to said District and the Fire Company agrees to furnish such protection in the following manner:

1. The Fire Company shall at all times during the period of this Agreement be subject to call for attendance upon any fire occurring in such District and when notified by alarm or telephone call from any person of a fire within the District, the Fire Company shall respond and attend upon the fire without delay with suitable ladder, pumping and hose apparatus of the Fire Company. Upon arriving at the scene of the fire, the foreman of the Fire Company attending shall proceed diligently and in every way reasonably suggested to the extinguishment of the fire and the saving of life and property in connection therewith.
2. In consideration of the furnishing of aid and the use of its apparatus as aforesaid, the Fire Company shall receive from the Town the sum of \$51,400.00 annually payable on or before February 1<sup>st</sup> annually. The Town may furnish gas and/or diesel fuel to the Fire Company for its vehicles and equipment in the amount of up to \$1,000.00 annually, the determined value of which shall be provided in lieu of a portion of the foregoing compensation. The value of any gas and/or diesel fuel furnished by the Town to the Fire Company shall be deducted from the payment due the Fire Company the following year.
3. All monies to be paid under the provisions of the Agreement shall be charged upon said District to be assessed and levied upon the taxable property in said District and collected with the Town taxes.
4. This Agreement shall continue for the term of one (1) year from the 15<sup>th</sup> day of February, 2021 through the 14<sup>th</sup> day of February, 2022.
5. The Fire Company hereby agrees that it will provide a liability insurance policy in the amount of \$3,000,000.00 with limits of \$1,000,000.0 for personal injury and \$125,935.00 for property damage, naming the Town as loss payee. A certificate of said insurance shall be furnished by the Fire Company to the Town before the effective date of this Agreement.
6. The Fire Company hereby indemnifies, defends, and holds harmless the Town from any and all claims, suits, actions or liabilities of any kind or nature that occur in connection with this agreement.
7. In the event that a new agreement is not negotiated by the date that the term for this Agreement ends, this agreement and its terms shall remain in full force and effect for ninety (90) days.

**RESOLVED**, That the sum of \$500.00 shall be paid annually in December to the Highway Safety Coordinator.

6) REGULAR BOARD MEETING, TOWN OF PIERCEFIELD, January 14, 2021 **DRAFT**

**New Business**

16) Senior Citizen Exemption

On a motion by Supervisor Pickering, seconded by Councilmember Lewis, the income ceiling limit on the Senior Citizen Exemption will remain at \$20,000 the same as in 2020: AYES: Supervisor Pickering, Councilmembers Lewis, Lalonde, Snye, Sarazen. NAYS: 0 Approved. Town Clerk Don Mauer will send a letter to SLC Real Property.

17) Supervisor's Appointments

On a motion by Councilmember Lewis, seconded by Councilmember Gina Sarazen, the following Supervisor's Appointments be approved: AYES: Supervisor Pickering, Councilmembers Lewis, Lalonde, Sarazen, Snye. NAYS: 0 Approved.

**Supervisor/Council Appointments 2021**

Deputy Town Supervisor:	Vacant (1/1/2020-12/31/21) unexpired term
Town Councilmember	Thomas N. Snye (10/2020-12/31/23) unexpired term, elective position
Town Clerk	Christielee Geiger (1/21 -12/31/21) unexpired term, elective position
Deputy Town Clerk:	Vacant (1/1/21-12/31/21)
Bookkeeper:	Gina Bell (1/1/21-12/31/21)
Registrar of Vital Statistics:	Christielee Geiger (1/21-12/31/21) unexpired term
Deputy Registrar:	Linda Pickering (1/1/21-12/31/21)
Building Code Enforcement Officer:	Flora McCuen (1/1/21-12/31/21)
Health Officer:	SLC Dept of Public Health (1/1/21-12/31/21)
Planning Board Member:	Dick Bentley (1/1/21-12/31/25)
Board of Assessment Review	Ben Geiger (10/1/2020-9/30/25)
Board of Assessment Review	Vacant (10/1/19 – 9/30/24) unexpired term
Court Clerk:	Bridgette LaPierre (1/1/21-12/31/21)
Dog Control Officer:	Ronda Williams (1/1/21-12/31/21)
Town Historian:	Vacant
Caretaker of Cemetery:	Roy Benware
Cemetery Committee:	Neil Pickering, Patricia Reandean, Tom Cullen, Roger Hassler, Mark McCuen, Roy Benware, Linda Pickering
Town Safety Committee:	Vacant (Chairman), Neil Pickering, Vacant, Marvin Pickering Jr., Jay Rust
Highway Safety Coordinator	Jay Rust
Town Insurance:	Belleville & Associates
Town Attorney:	Kirk Gagnier, Esq.
Salary paid yearly to:	Town Board, Historian, Dog Control Officer, Deputy Supervisor, Highway Safety Coordinator
Salary paid monthly to:	Assessor, Code Enforcement Officer, Clerk, Bookkeeper, Justice, Court Clerk, Supervisor, Attorney
Travel Cost Allowance (IRS):	\$0.56/mile, effective 1/1/21
Per Day Allowance:	\$50.00/day
Board Meetings:	2nd Thursday @ 7:30 PM at Town Hall
Official Newspaper	Tupper Lake Free Press
Voting Machine Custodian	SLC Board of Elections
Official Bank:	Community Bank, NA
Petty Cash Funds:	Town Clerk: \$200.00 (actual cash) Town Hwy Supt: \$1,000.00 w/o prior Board approval Town Supervisor: \$200.00 w/o prior Board approval
Councilman Assignments:	Water Districts: John Lewis Transfer Station: Gina Sarazen Youth, Parks & Rec: Amy Lalonde Hwy Dept. Liaison: Tom Snye

6) REGULAR BOARD MEETING, TOWN OF PIERCEFIELD, January 14, 2021 **DRAFT**

18) Budget Adjustments

On a motion by Councilmember Snye, seconded by Councilmember Lewis, the following Budget Adjustments from December 2020 be approved AYES: Supervisor Pickering, Councilmembers Lewis, Lalonde, Snye, Sarazen

**FINAL BUDGET ADJUSTMENTS 2020**

<b><u>GENERAL</u></b>		<b><u>DEBIT</u></b>	<b><u>CREDIT</u></b>
A19904.01	Contingency	(1,802.80)	
A12204.01	Supervisor CE		1,802.80
A19904.01	Contingency	( 833.33)	
A12204.01.000.03	Bookkeeper		833.33
<b><u>HIGHWAY</u></b>			
D90408.03	Worker's Comp	(4,052.75)	
D90608.03	Health Insurance		4,052.75
D51104.03	General Repairs CE	( 500.00)	
D51424.03	Snow Removal CE		500.00
<b><u>CONIFER WATER</u></b>			
83404.12.000.12	Water Testing	( 7.65)	
90308.12	Social Security		7.65
<b><u>PIERCEFIELD WATER</u></b>			
83404.13.000.11	Electric	( 252.22)	
83401.13	Payroll		100.00
83404.13.000.12	Water Testing		144.57
90308.13	Social Security		<u>7.65</u>
	Total		\$252.22

19) Retirement Reporting Resolution

On a motion by Councilmember Snye, seconded by Councilmember Gina Sarazen, the following resolution be adopted: AYES: Supervisor Pickering, Councilmembers Lewis, Lalonde, Snye, Sarazen. NAYS: 0 Adopted.

**RESOLUTION NO.: 2-01-2021**

**DATED: January 14, 2021**

**RESOLUTION SETTING STANDARD WORK DAY AND REPORTING**

**RESOLVED**, that the Town Board of the Town of Piercefield hereby authorizes the following as standard work days for elected and appointed officials and will report the following days worked to the New York State and Local Employees' Retirement System based on the record of activities maintained and submitted by these officials to the clerk of this body:

Title	Name	SSN (Last 4 digits)	Reg. #	Std Work Day	Term begins/ends	Participates in Employer's Time Keeping System (Y/N)	Days/Month (based on Record of Activities)
<b>Elected Officials</b>							
Highway Superintendent	Jay Rust	xxxx	37528676	8 hr	01/20- 12/31/23	N	22.09
Town Justice	Jonn Kopp	xxxx	43566090	6 hr	01/20- 12/31/23	N	Not submitted
Councilmember	Gina Sarazen	xxxx	72240203	6 hr	01/20- 12/31/23	N	0.44
<b>Appointed Officials</b>							

6) REGULAR BOARD MEETING, TOWN OF PIERCEFIELD, January 14, 2021 **DRAFT**

Town Bookkeeper	Gina M. Bell	xxxx	62782263	6 hr	1/20-12/31/20	N	10.85
Court Clerk	Bridgette LaPierre	xxxx	72358559	6 hr	1/20-12/31/20	N	Not Submitted
Town Clerk	Christielee Geiger	xxxx		6hr	01/21-12/31/21	No	Not submitted

20) NYS DOT Holding Harmless Resolution

On a motion by Councilmember Amy Lalonde seconded by Councilmember Lewis, the following resolution be adopted: AYES: Supervisor Pickering, Councilmembers Lewis, Lalonde, Snye, Sarazen. NAYS: 0 Adopted.

**RESOLUTION NO.: 4-01-2021**

**DATED: January 14, 2021**

**HOLDING HARMLESS NYS DEPT OF TRANSPORTATION FOR WORK DONE ON OR NEAR NYS HIGHWAYS IN PIERCEFIELD TOWNSHIP**

**WHEREAS**, the Town of Piercefield may periodically receive permits from the Department of Transportation (DOT) to temporarily obstruct, install, construct, maintain, operate, or replace any facilities within the bounds of a State highway right-of-way, and

**WHEREAS**, the Town of Piercefield is required by NYS DOT to indemnify or hold harmless agencies and/or officials of the State of New York for such temporary obstructions, installations, construction, or maintenance, therefore be it

**RESOLVED**, that the Supervisor of the Town of Piercefield is authorized to execute the Undertaking in Connection With Highway Permits Issued by NYS DOT agreement., and be it further

**RESOLVED**, that NYS DOT shall be an additional insured on the GL Policy, via ISO endorsement CG 2026.

21) Official Undertaking

On a motion by Councilmember Snye, seconded by Councilmember Lewis, the following resolution be adopted: AYES: Supervisor Pickering, Councilmembers Lewis, Lalonde, Snye, Sarazen. NAYS: 0 Adopted.

**RESOLUTION NO.: 5-01-2021**

**DATED: January 14, 2021**

**OFFICIAL UNDERTAKING OF MUNICIPAL OFFICIALS**

**WHEREAS**, various sections of New York State Town Law and Public Officers Law require that certain officials execute an Official Undertaking, and

**WHEREAS**, we, the Town Board of the Town of Piercefield hereby require the Town Supervisor, Town Clerk/Tax Collector, Town Justice, Highway Superintendent, and Town Bookkeeper to execute said Official Undertaking as required by said law, now therefore be it

**RESOLVED**, that we the Town Board of the Town of Piercefield approve the document entitled “Town of Piercefield Official Undertaking of Municipal Officers” as to its form and manner of execution and the sufficiency of the insurance, and, and be it further

**RESOLVED**, that said Official Undertaking containing the notarized signatures of those named municipal officials be filed in the Office of the Town Clerk, as well as the original copies of the insurance policies indicating the sufficiency of the sureties to indemnify the Town against losses which may arise from failure of such officials to properly discharge their duties.

22) Dog License Fees

On a motion by Councilmember Amy Lalonde, seconded by Councilmember Gina Sarazen, the following resolution be adopted: AYES: Supervisor Pickering, Councilmembers Lewis, Lalonde, Snye, Sarazen. NAYS: 0 Adopted.

**RESOLUTION No. 6-01-2021**

**DATED: January 14, 2021**

**RESOLUTION ESTABLISHING DOG CONTROL CRITERIA**

6) **REGULAR BOARD MEETING, TOWN OF PIERCEFIELD, January 14, 2021** **DRAFT**

**RESOLVED** that the Town Board of the Town of Piercefield, St. Lawrence County, New York establishes the following for dog control for the year 2021 pursuant to Local Law No. 1 of 2012 and New York State Ag&Mkts Law:

- All dog licenses expire on August 31, 2021 and must be renewed within 30 days, fees payable as described below:
- Statutory Purebred Fee 1-10 dogs \$25.00
- Statutory Purebred Fee 11-25 dogs \$50.00
- Spayed/Neutered Dog Local Fee: \$3.50
- Spayed/Neutered Dog State Fee: \$1.00
- Unspayed/Unneutered Dog Local Fee \$9.50
- Unspayed/Unneutered Dog State Fee \$3.00
- Dog License Tag Fee \$1.00
- Lost Tag Replacement Fee \$2.00

Should the Town Board order the Dog Control Officer to conduct a Town-wide Dog Enumeration (Census), the Local Fees shall be increased by \$5.00 for previously licensed dogs and \$10.00 for previously unlicensed dogs.

23) Designation of Bank

On a motion by Councilmember Snye, seconded by Supervisor Pickering following resolution be adopted: AYES: Supervisor Pickering, Councilmembers Lewis, Lalonde, Snye, Sarazen. NAYS: 0 Adopted.

**RESOLUTION NO.: 7-01-2021**

**DATED: January 14, 2021**

**RESOLUTION TO DESIGNATE A DEPOSITORY FOR ALL TOWN FUNDS**

**RESOLVED**, that the Town Board of the Town of Piercefield hereby designates Community Bank N.A. as the official depository for all Town funds, the total of which shall not exceed five hundred thousand dollars (\$500,000), and be it further

**RESOLVED**, that all public deposits in excess of the FDIC-insured amounts shall be secured by a pledge of eligible securities by said Community Bank, N.A., and be it further

**RESOLVED**, that the following Town Officials are authorized to audit all Town accounts held at Community Bank, N.A. and to sign checks as required:

- Supervisor Neil Pickering
- Councilmember Gina Sarazen
- Councilmember Amy Lalonde
- Councilmember Larry Snye
- Councilmember John Lewis.

24) Bond Resolution for new Pickup Truck

On a motion by Councilmember Gina Sarazen, seconded by Councilmember Amy Lalonde, the following resolution be adopted: AYES: Supervisor Pickering, Councilmembers Lewis, Lalonde, Snye, Sarazen. NAYS: 0 Adopted.

**RESOLUTION NO.: 9-01-2021**

**DATED: January 14, 2021**

**RESOLUTION TO PURCHASE NEW PICKUP TRUCK**

**RESOLVED**, that The Town of Piercefield purchase a 2021 Chevrolet Pickup truck with plow from De Nooyer of Albany under State Contract under the following terms: \$30,000 be secured by Bond from Community Savings Bank, N.A. for four years at 2.95% interest, with payments beginning January, 2022, annually through January 2025, and that the sum of \$13,763.00 to be drawn from existing funds, for a total cost of \$43,763.00.

25) Fund Balances

Fund Balances for the 2020 year-end are as follows: Highway Fund Balance, \$91,480.83, and General Fund Balance, \$134,324.83 (includes water districts).

6) REGULAR BOARD MEETING, TOWN OF PIERCEFIELD, January 14, 2021 **DRAFT**

26) Town Board Audit and Approval of Town Books

On a motion by Councilmember Lewis, seconded by Councilmember Snye, the Town Books be audited and approved: AYES: Supervisor Pickering, Councilmembers Snye, Lewis, Lalonde, Sarazen. NAYS: 0 Approved.

27) Covid Vaccine Assistance

Supervisor Pickering approached the SLC Dept. of Health and offered Town facilities to aid in the distribution of the Covid vaccine as necessary. There is no need at this time.

28) Payment of Bills

On a motion by Councilmember Snye, seconded by Councilmember Lewis, the following payments be approved: AYES: Supervisor Pickering, Councilmembers Snye, Lewis, Lalonde, Sarazen. NAYS: 0 Approved.

Abstract # 1	General Account: Vouchers # 1-5PW	\$24,042.23
Abstract # 1	Highway Account: Vouchers # 1-29	\$19,991.74

29) Approval of Supervisor and Town Clerk Monthly Reports

On a motion by Councilmember Gina Sarazen, seconded by Councilmember Amy Lalonde, the Clerk and Supervisor Monthly Reports for December 2020 be approved: AYES: Supervisor Pickering, Councilmembers Snye, Lewis, Lalonde, Sarazen. NAYS: 0 Approved.

30) Adjournment

On a motion by Councilmember Gina Sarazen, seconded by Councilmember Lewis, the meeting was adjourned at 8:14 pm. Next regular meeting Thursday, February 11, 2021 at 7:30pm.

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Donald G. Mauer, Town Clerk

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Date Approved