

67) REGULAR BOARD MEETING, TOWN OF PIERCEFIELD, April 16,2026 **DRAFT**

68) Roll Call

Board Members	Present	Excused	Town Officials	Present	Excused
Supervisor Karen Brownell	X		Town Clerk, Paige Phillips	X	
Councilmember Carol Dimond	X		Highway Superintendent, Jay Rust	X	
Councilmember Gina Sarazen	X				
Councilmember Angela Rust	X				
Councilmember Tom Snye		X			

Guest: Marlene Ashton, Ginger Storey-Welch

69) Pledge of Allegiance

The meeting was opened with the Pledge of Allegiance led by Town Supervisor Karen Brownell.

70) Approval of Minutes

On a motion by Councilmember Angela Rust, seconded by Councilmember Gina Sarazen, the minutes of March 12, 2026 as presented by the Town Clerk be approved. AYES: Town Supervisor Brownell, Councilmembers Dimond, Sarazen, and Rust. NAYS: 0

71) Monies Received

Refuse &Garbage	\$844.00
Insurance Recoveries	\$161.56
Fines, Forfeits&Bail	\$143.00
Vital Stats	\$10.00
Transportation Services	\$7,613.34

Privilege of Floor

72) Ginger Storey-Welch

Ginger is running for District 7 St. Lawrence County Legislator. She has been visiting the Town of Piercefield and circulating her petition. She states she is “enjoying the Town of Piercefield residents.” Ginger spoke with the councilmembers about a health survey that St. Lawrence County will now be participating in similar to Jefferson and Essex counties.

73) Marlene Ashton

Marlene raised concerns regarding residential buildings and properties throughout the town not meeting code requirements. Town Supervisor Brownell will consult with Code Officer Nicholas Snyder to obtain guidance on the appropriate steps for notifying homeowners and ensuring that properties are brought into compliance.

74) Highway Report

- Highway crew has been doing motor work on the 2005 dump truck (manifold and gaskets replaced).
- A hydraulic cooler line broke on the sweeper for the roads which the crew also repaired.
- Time to consider the yearly purchase of calcium which helps keep the dust down and keep the dirt roads intact. The price would be \$4,829.00 for the calcium. Jay would also like to order 2 pallets of cold patching which is used on the Mount Arab Road and throughout town when needed. The price for both pallets is \$1,558.20. Supervisor Brownell will confirm that the money is in the budget before purchasing.
- Complaints received in regards to dirt roads but they are still too soft to grade.
- Discussed applying for grants for the water systems. Everything was installed in January of 1995 and is starting to need repairs or to be replaced.
- Paving plans were discussed, but rising oil prices have created uncertainty about how much, if any, of the Mount Arab Road will be completed this year.

75) Code Officer Report

- Issued 1 building permit
- Completed 2 site inspections
- Received 18 phone calls
- 1 APA correspondence
- Completed annual education
- Submitted state annual report

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Old Business

76) Emergency Vet

No new updates on the obtaining an emergency vet.

77) Court Audit

RESOLUTION NO.: 11-04-2026

Dated: April 16, 2026

RESOLUTION TO AUDIT RECORDS OF TOWN JUSTICE JONN KOPP

WHEREAS, the New York State Comptroller requires periodic audits of Town Justice financial records by the Town Board, and

WHEREAS, Town Justice Jonn Kopp of the Town of Piercefield, St. Lawrence County, New York, has submitted his financial records from the year January 1, 2025 to December 31, 2025 to the Piercefield Town Board for audit, now therefore be it

RESOLVED, that the Town Board of the Town of Piercefield has audited and does approve the financial records submitted for the year 2025 by Town Justice Jonn Kopp, and be it further

RESOLVED, that a copy of this resolution be sent to the New York State Unified Court System as evidence that said audit was conducted as required.

A motion to adopt the foregoing Resolution was made by Town Supervisor Karen Brownell and seconded by Councilmember Angela Rust. The following each voted in favor of the Resolution: Supervisor Brownell, Councilmembers Angela Rust, Carol Dimond, and Gina Sarazen. NAYS:0. Approved.

78) Court Clerk Position

The Town Clerk will work with the Town Justice to publish an ad in the newspaper regarding the vacant court clerk position

79) Gale Cemetery Caretaker

Roy Benware will continue as the caretaker for the Gale Cemetery. The Town is seeking to form a cemetery committee consisting of 6 Piercefield residents. This committee will advise the Town Board on matters related to the cemetery and provide recommendations regarding the rules and regulations of Gale Cemetery. Anyone interested in the committee can email the Town Clerk at prcfd177@gmail.com or call 518-359-7544. The Town Clerk will also place an ad in the Tupper Lake Press to seek interested residents.

80) Bill Dashnaw

A training meeting will be held in May with Bill Dashnaw. Supervisor Brownell will coordinate with him to schedule a date for the training.

81) Shared Highway Tupper Lake

The Town Clerk is working with the Town Attorney to get a shared highway contract specific to the Town of Piercefield.

82) Youth Center

The youth center is now closed for the season as of April 11th.

83) 250th Declaration of Independence Anniversary Funding

Councilmember Dimond has been in contact with St. Lawrence County and was advised to submit a letter as soon as possible outlining the town's plans for the 250th anniversary celebration, should the \$500 in funding be awarded. Councilmembers discussed partnering with the fire department to host a community social featuring hamburgers, hot dogs, and ice cream. Ginger Storey-Welch noted that the event must tie back to the Declaration of Independence and suggested ideas such as having children read portions of the document, incorporating music, using red, white, and blue tablecloths, and ringing the bell from the Conifer schoolhouse. Councilmember Rust proposed obtaining a banner for the event. Councilmember Dimond will draft and submit the letter to the county.

New Business

84) Summer Help

The Town Clerk is authorized to place an ad in the Tupper Lake Press for a summer position with the Highway Department. Responsibilities include mowing and assisting with tasks as directed by the Highway Superintendent.

85) Mowing Contract

RESOLUTION NO. 13-04-2026

DATED: April 16, 2026

**ST. LAWRENCE COUNTY DEPARTMENT OF HIGHWAYS
MOWING CONTRACT WITH THE TOWN OF PIERCEFIELD**

This contract made the 16th day of April 2026 by and between the Town of Piercefield hereinafter called the "Town" and St. Lawrence County Highway Department, hereinafter called the "County".

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ARTICLE 1 - SCOPE OF WORK

The Town shall furnish all of the equipment and perform all of the work described in the Project Specifications attached.

ARTICLE 2 - TIME OF COMPLETION

The work to be performed under this contract shall be commenced within ten days after receipt of "Notice to Proceed" and shall be completed by September 15,2025.

ARTICLE 3 - THE CONTRACT SUM

The County shall pay the Town for performance of the Contract in current funds at the rate of \$344.45 per mile for 2.35 miles equaling eight hundred nine dollars and forty-six cents (\$809.46) upon completion of the work and submission of a properly certified invoice.

Upon receipt of notice that the work is ready for final inspection and acceptance, the County will promptly make such inspection, and when it finds the work acceptable under the contract and the contract fully performed, it shall promptly approve payment for the entire amount due the Town.

The making and acceptance of the final payment shall constitute a waiver of all claims by the County, except those arising from unsettled liens, from faulty work appearing after payment or from requirements of the specifications, and of all claims by the Town except those previously made and still unsettled.

86) Picnic Area (former beach)

Councilmember Sarazen presented examples of signage that could be utilized in the picnic area (former beach) pending approval from the insurance company. There was a discussion regarding the facilities that should be included at the picnic area, such as garbage cans, picnic tables, solar cameras, and porta potties. Councilmember Sarazen informed the board about three picnic tables available for purchase at Raquette River Brewery for \$75.00 each. On a motion by Councilmember Rust, seconded by Councilmember Dimond three picnic tables be purchased from Raquette River Brewing in the amount of \$225.00 AYES: Supervisor Brownell, Councilmembers Dimond, Rust, and Sarazen. NAYS: 0 Approved. The highway department will be responsible for picking up the picnic tables. The placement of porta potties will occur at a later date. Highway Superintendent Rust will coordinate with Tupper Lake regarding a garbage barrel.

87) Executive Session

On a motion by Supervisor Brownell, seconded by Councilmember Angela Rust the board enter into executive session with Town Clerk Paige Phillips invited to discuss the towns employment classification: AYES: Town Supervisor Brownell, Councilmembers Dimond, Sarazen, and Rust NAYS: 0 Action taken during executive session will be documented below. On a motion by Supervisor Brownell, seconded by Councilmember Angela Rust executive session closed at 8:45 and councilmembers returned to regularly scheduled board meeting AYES: Town Supervisor Brownell, Councilmembers, Dimond, Sarazen, and Rust NAYS: 0 .

RESOLUTION NO.: 12-04-2026

Dated: April 16, 2026

A RESOLUTION ESTABLISHING EMPLOYMENT CLASSIFICATION REQUIREMENTS FOR ALL TOWN PERSONNEL

WHEREAS, the Town of Piercefield seeks to ensure compliance with all applicable federal and state labor, tax, and employment laws; and

WHEREAS, the Town recognizes the importance of proper worker classification to protect both the municipality and individuals performing services on its behalf; and

WHEREAS, misclassification of employees as independent contractors may result in legal, financial, and administrative risks to the Town; and

WHEREAS, the Town desires to promote transparency, accountability, and consistency in its hiring and payroll practices;

NOW, THEREFORE, BE IT RESOLVED by the Town Board of the Town of Piercefield as follows:

1. Employee Classification Requirement

All individuals performing ongoing or regular services for the Town shall be classified as employees and compensated through the Town's payroll system, receiving a Form W-2 in accordance with applicable tax laws.

2. Limitation on Independent Contractors

The use of independent contractors compensated via Form 1099 shall be limited to circumstances in which:

- o The individual or entity meets all legal criteria for independent contractor status under federal and state law; and
- o The services are temporary, specialized, or project-based in nature; and
- o A written contract has been reviewed and approved by the Town Board and/or Town Attorney.

3. Prohibition on Misclassification

No town officer, department, or supervisor shall classify an individual as an independent contractor when the nature of the work meets the legal definition of an employee.

4. Review and Compliance

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The Town Supervisor shall ensure that all current and future service arrangements are reviewed for compliance with this Resolution and applicable laws.

5. **Effective Date**

This Resolution shall take effect immediately upon adoption.

A motion to adopt the foregoing Resolution was made by Town Supervisor Karen Brownell and seconded by Councilmember Angela Rust. The following each voted in favor of the Resolution: Supervisor Karen Brownell, Councilmembers, Angela Rust, Carol Dimond, and Gina Sarazen. NAYS 0 . Approved

88) Budget Transfer

RESOLUTION NO. 14-04-2026

DATED: April 16, 2026

RESOLUTION AUTHORIZING THE TRANSFER OF MONEY IN THE 2026 BUDGET

WHEREAS, the Town of Piercefield needs to transfer money in the 2026 Budget because of increased expenditures,

NOW, THEREFORE, BE IT RESOLVED that the following transfers be made in the 2026 budget:

General					
Increase	Description	Amount	Decrease	Description	Amount
35104.01	Dog Control Expense	\$142.77	19904.01	Contingency	\$742.77
73101.01	Youth PS	\$600			
	Total	\$742.77		Total	\$742.77

On a motion by Councilmember Gina Sarazen, seconded by Town Supervisor Karen Brownell, resolution #14 be approved.: AYES: Town Supervisor Brownell, Councilmembers, Rust, Sarazen, and Dimond NAYS: 0 Approved.

RESOLUTION NO. 15-04-2026

DATED: April 16, 2026

RESOLUTION AUTHORIZING THE TRANSFER OF MONEY IN THE 2026 BUDGET

WHEREAS, the Town of Piercefield needs to transfer money in the 2026 Budget because of increased expenditures,

NOW, THEREFORE, BE IT RESOLVED that the following transfers be made in the 2026 budget:

PiercefieldWater					
Increase	Description	Amount	Decrease	Description	Amount
				PW	
83404.13	PW Expense	\$1,558.21	83402.13	Equipment	\$1,558.21
	Total	\$1,558.21		Total	\$1,558.21

On a motion by Councilmember Gina Sarazen, seconded by Town Supervisor Karen Brownell, resolution #15 be approved.: AYES: Town Supervisor Brownell, Councilmembers, Rust, Sarazen, and Dimond NAYS: 0 Approved.

89) Approval of Town Clerk Monthly Reports

On a motion by Councilmember Gina Sarazen, seconded by Councilmember Carol Dimond the Clerk Reports for March 2026 be approved: AYES: Town Supervisor Brownell, Councilmembers, Dimond, Sarazen, and Rust NAYS: 0

90) Payment of Bills

On a motion by Town Supervisor Karen Brownell, seconded by Councilmember Angela Rust the following payments be approved AYES: Town Supervisor Brownell, Councilmembers Dimond, Sarazen, and Rust NAYS: 0

General Fund:	\$21,883.68
Highway Fund:	\$25,396.28
Lighting District	\$530.56
Conifer Water:	\$504.81
Piercefield Water:	\$1,276.08
Trust and Agency	\$8,289.67
Total	\$57,878.08

91) Adjournment

On a motion by Town Supervisor Karen Brownell, seconded by Councilmember Angela Rust the meeting was adjourned at 8:55 pm. Next regular meeting will be held on Thursday, May 14, 2026 at 7:00pm.

Paige Phillips, Town Clerk

Date Approved