

DRAFT

- 1) REGULAR BOARD MEETING, TOWN OF PIERCEFIELD, January 13, 2022
- 2) A regular board meeting of the Town of Piercefield was held on January 13, 2022 at 7:30 PM at the Piercefield Town Hall with the following members present:
 Supervisor Neil Pickering
 Councilmember Joe Denis
 Councilmember Gina Sarazen
 OTHERS PRESENT: Town Clerk Christielee Geiger
- 3) Pledge of Allegiance
 The meeting was opened with the Pledge of Allegiance led by Supervisor Neil Pickering.
- 4) Public Hearing, Fire Company Contract
 Supervisor Pickering convened a public hearing at 7:40 pm on the Fire Company Contract for 2022. No one wished to be heard. The public hearing was closed at 7:42pm.
- 5) Approval of Minutes
 On a motion by Councilmember Gina Sarazen, seconded by Councilmember Denis, the minutes of December 9, as presented by the Town Clerk be approved with the following correction to the December 9 minutes: Item 193) change 2021 to 2022 and Item 190) Remove Councilmembers who were absent from approval line. AYES: Supervisor Pickering, Councilmembers Denis, Sarazen. NAYS: 0 Approved with correction.
- 6) Monies Received
General

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| Transfer Station Fees | \$1,215.00 |
| Marriage License | \$32.50 |
| Vital Statistics | \$100.00 |

Highway

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| CHIPS | \$39,808.89 |
| Repair NY/Winter Recovery | \$25,731.23 |
- 7) Code Enforcement Officer (CEO) and Assessor Reports

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| 2 Building Permits Application | 1 Septic Permit |
| Fielded several phone calls | Responded to many emails |

Privilege of Floor

8) No one wished to be heard

Old Business

- 9) Cyber Security Insurance
 We're going through the motions for proper set up and safety measures. Discussions were made if this type of insurance is a need for Piercefield.
- 10) Fire Company Agreement
 On a motion by Councilmember Denis seconded by Councilmember Gina Sarazen, the following resolution be adopted: AYES: Supervisor Pickering, Councilmembers Denis, Sarazen. NAYS: 0 Adopted.

RESOLUTION NO.: 02-01-2022

DATED: January 13, 2022

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 Piercefield, 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 7th, 1951, and the Order of the Town Board confirming the establishment of the District dated March 11th, 1997, and

WHEREAS, following a public hearing on January 13, 2022, 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:

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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 1st 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 15th day of February, 2021 through the 14th 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.

New Business

11) Senior Citizen Exemption

RESOLUTION NO.: 03-01-2022

Dated: January 13, 2022

AUTOMATIC RENEWAL OF THE REAL PROPERTY TAX EXEPTIONS

WHEREAS, on December 26, 2021, the Governor of New York issued Executive Order 11.1 and

WHEREAS, this Executive order allows for the automatic renewal of the Real Property Tax exemptions afforded in subdivisions 7, 7-a and 8 of section 459-C of the Real Property Tax Law and subdivisions 5, 5-a, 5-b, 5-c and 6 of section 467 of the Real Property Tax Law if the assessing unit adopts a resolution directing the assessor to grant exemption on the 2021 Assessment Roll, and

WHERE AS, this law also allows the Low-Income Senior/Disabled property owner to not have to file an exemption application with the Tompkins County Department of Assessment in order to continue their exemption on the 2022 Assessment Roll, and

WHERE AS, this law also allows the governing body of the assessing unit to put a local option for when assessor might require a renewal application, now there for let it be

RESOLVED, that we the Town Board of the Town of Piercefield approve the resolution to allow a waiver in the application process for Low-Income Seniors/ Disabled Property Owners for the 2022 Assessment Roll.

A motion to adopt the foregoing Resolution was made by Councilmember Denis and seconded by Councilmember Gina Sarazen. The following each voted in favor of the Resolution: Supervisor Neil Pickering, Councilmember Joe Denis and Councilmember Gina Sarazen.

12) Supervisor's Appointments

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

Supervisor/Council Appointments 2021

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| 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 (1/1/22-12/31/22) |
| Registrar of Vital Statistics: | Christielee Geiger (1/22-12/31/22) unexpired term |
| Deputy Registrar: | Linda Pickering (1/1/22-12/31/22) |
| Building Code Enforcement Officer: | Flora McCuen (1/1/22-12/31/22) |
| Health Officer: | SLC Dept of Public Health (1/1/22-12/31/22) |
| 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 (1/1/22-12/31/22) |
| Dog Control Officer: | Ronda Williams (1/1/22-12/31/22) |
| Town Historian: | Vacant |

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| Caretaker of Cemetery: | Roy Benware |
| Cemetery Committee: | Neil Pickering, Patricia Reandeu, 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): | \$0.58.5/mile, effective 1/1/22 |
| 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: Joe Denis Transfer Station: Gina Sarazen Youth, Parks & Rec: Amy Lalonde Hwy Dept. Liaison Tom Snye |

13) NYS DOT Holding Harmless Resolution

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

RESOLUTION NO.: 4-01-2022

DATED: January 13, 2022

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.

14) Official Undertaking

RESOLUTION NO.: 01-01-2022

Dated: January 13, 2022

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.

A motion to adopt the foregoing Resolution was made by Councilmember Denis and seconded by Councilmember Gina Sarazen. The following each voted in favor of the Resolution: Supervisor Neil Pickering, Councilmember Joe Denis and Councilmember Gina Sarazen.

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15) Dog License Fees

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

RESOLUTION No. 5-01-2021

DATED: January 13, 2022

RESOLUTION ESTABLISHING DOG CONTROL CRITERIA

RESOLVED that the Town Board of the Town of Piercefield, St. Lawrence County, New York establishes the following for dog control for the year 2022 pursuant to Local Law No. 1 of 2012 and New York State Ag&Mkts Law:

• All dog licenses expire on August 31, 2022 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.

16) Designation of Bank

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

RESOLUTION NO.: 6-01-2022

DATED: January 13, 2022

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 Thomas Snye
- Councilmember Joe Denis

17) Fund Balances

Fund Balances for the 2020 year-end are as follows: Highway Fund Balance, \$93,428.36, and General Fund Balance, \$134,792.91 (includes water districts).

18) SHARED SERVICES AGREEMENT Between NYSDOT and the Town of Piercefield

RESOLUTION NO: 07-01-2022

January 13th, 2022

A motion to adopt the foregoing Resolution was made by Councilmember Gina Sarazen and seconded by Councilmember Denis. The following each voted in favor of the Resolution: Supervisor Neil Pickering, Councilmember Gina Sarazen, and Councilmember Joe Denis. There were no NAY votes

THIS AGREEMENT, dated January 13th, 2022, is between the People of the State of New York, hereinafter referred to as "State" or "NYSDOT" and the Town of Piercefield, hereinafter referred to as "Municipality." Pursuant to Section 99-r of the General Municipal Law, the State and the Municipality wish to share services, exchange or lend materials or equipment which shall promote and assist the maintenance of State and Municipal roads and highways and provide a cost savings by maximizing the effective utilization of both parties' resources. Shared Services shall mean any service provided by one party (Provider) to another party (Recipient). The State and the municipality agree to share services as follows:

1. Description and Cost of Services, Materials, or Equipment to be shared: Provide details of the services, materials or equipment to be shared in the attached standard Schedule A. The total amount of the agreement shall not exceed ten thousand dollars (\$10,000.00). If applicable, indicate that the return exchange will be determined at a later date.
2. The provider's employees shall remain under full supervision and control of the Provider. The parties shall remain fully responsible for their own employees for all matters, including, but not limited to, salary, insurance, benefits, and Worker's Compensation.

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- 3. If the borrowed machinery or equipment is damaged or otherwise needs repair arising out of or in connection with the Recipient’s use, the Recipient shall be responsible for such repairs.
- 4. The Municipality agrees to defend and indemnify the State for any and all claims arising out of the Municipality’s acts or omissions under this Agreement. Subject to the availability of lawful appropriations and consistent with section 8 of the State Court of Claims Act, the State shall hold the municipality harmless from and indemnify it for any final judgment of a court of competent jurisdiction to the extent attributable to the negligence of the State or of their officers or employees when acting in the course and scope of their employment.

19) Town Board Audit and Approval of Town Books
 On a motion by Councilmember Gina Sarazen, seconded by Councilmember Denis, the Town Books be audited and approved: AYES: Supervisor Pickering, Councilmembers Denis Sarazen. NAYS: 0 Approved.

20) Payment of Bills
 On a motion by Councilmember Denis, seconded by Councilmember Gina Sarazen, the following payments be approved: AYES: Supervisor Pickering, Councilmembers Denis, Sarazen. NAYS: 0 Approved.

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| Abstract # 1 | General Account: Vouchers # 1-3PW | \$24,134.07 |
| Abstract # 1 | Highway Account: Vouchers # 1-18 | \$26,336.97 |

21) Approval of Supervisor and Town Clerk Monthly Reports
 On a motion by Councilmember Gina Sarazen, seconded by Councilmember Denis, the Clerk and Supervisor Monthly Reports for December 2021 be approved: AYES: Supervisor Pickering, Councilmembers Denis, Sarazen. NAYS: 0 Approved.

22) Adjournment
 On a motion by Councilmember Gina Sarazen, seconded by Councilmember Denis, the meeting was adjourned at 8:16 pm. Next regular meeting Thursday, February 10, 2022 at 7:30pm.

Christielee Geiger, Town Clerk

Date Approved