

Regular Monthly Town of Pierrepont Board Meeting, December 28, 2023
County of St. Lawrence, State of New York, 864 State Highway 68, Canton, NY 13617

Present:

Jane Powers, Supervisor
Julian “Olla” Filiatrault, Town Clerk
Shawn Spellacy, Highway Superintendent
Laurie Hance, Assist. to Supervisor

Councilpersons: Roger Murray

John Glasgow
Chad VanBrocklin (Absent)
Daniel Huntley

Meeting attendees/Public: Mercy Spellacy; Fred Green; Bob Moulton; Barbara Daniels; Katie & Jason Rafferty; Richard S. Rybka; Richard Cayward; Chris Tracy

Regular Meeting: 7:00PM Called to order.

Pledge of Allegiance

Minutes Approved:

- Minutes of Last Board Meeting November 28, 2023. **Motion** to approve by Roger Murray, second by John Glasgow. No discussion. All voted to approve. None opposed. Motion carried unanimously.

DEPARTMENT REPORTS:

Supervisor, Jane Powers:

The Supervisor’s report covers to the end of November. All looks good. There will be some transfers which we will make later in the meeting.

- Laurie Hance, the Assistant Supervisor, stated: She would like to discuss one transfer at this time. We have done better than projected on our sales tax revenue. We ended up with \$ 102,790.11 over what was projected for the year. I’m proposing that you take nearly that amount and put in a capital reserve fund (a dedicated fund).
- **Motion** to approve moving \$100,000 out of the sales tax to Capital Reserve made by Dan Huntley, second by John Glasgow. No discussion. All voted to approve. None opposed. Motion carried unanimously.
- **Motion** to approve Supervisor’s report made by Dan Huntley, second by John Glasgow. No discussion. All voted to approve. None opposed. Motion carried unanimously.

Town Clerk, Olla Filiatrault:

- Written report submitted. Available for review.
- The amount remitted to the Supervisor was \$209.02, to NYS Agriculture and Markets: \$13.00, and to NYS Environmental Conservation: \$85.98.
- **Motion** to approve report for the month of November 2023 made by Roger Murray, second by Dan Huntley. No discussion. All voted to approve. None opposed. Motion carried unanimously.

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Code Enforcement, Darren Richards reported:

- Code Enforcement Officer, Darren Richards, was not able to be present.
- As of December 21st, four Building permits have been issued with the **total** \$75.00 collected.
- **Motion** to approve Code Enforcement Officer's report made by John Glasgow, seconded by Roger Murray. No discussion. All voted to approve. None opposed. Motion carried unanimously.

Assessor, Amy Hunt:

- No report

Planning Board Report:

- No update currently. Works continues on the General Code.

County Legislator:

Legislator, Rick Perkins submitted report of December 4, 2023, County Legislature Board Meeting. It is available upon request.

Historian Annual Report:

Barbara Daniels, Historian, submitted her annual report of the year 2023. It is available upon request.

Barb has submitted her letter of resignation effective December 31st, 2023, and she will be helping her replacement. Barb has been Historian for about 14 years. In her letter, Barb recommended Katie Streit Rafferty to replace her.

Jane Powers stated that at the January organizational meeting they plan on appointing Katie Rafferty to the Historian position.

The Board thanks Barb Daniels for all her years of service to the Town.

CORRESPONDENCE:

- NYMIR letter. Jane Powers stated: It has to do with an inspection of both the town hall and the highway building to make sure that we comply with all the requirements for insurance. At the time they inspected the highway garage, December 1st, they said we need a fire alarm there. A hardwired fire and smoke alarm system was recommended to protect against major loss. We have a major renovation planned for the highway building. Laurie Hance stated she had been in contact with NYMIR and made them aware of our renovation plans and that we would not want to invest in the old facility, but those systems will be in the renovation. And, in this building, the inspector was pleased to see that some improvements have been made and that more are planned.
- Association of Towns monthly letter received.
- Wastewater, a weekly report. Surveillance update- check wastewater- major towns. Just for information. Covid detection mainly.

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NEW BUSINESS:

- **Motion** to approve that the Town of Pierrepont Organizational meeting will be held on Thursday, January 4, 2024, 7:00pm, at the Pierrepont Town Hall, made by Roger Murray, seconded by John Glasgow. No discussion. All voted to approve. None opposed. Motion carried unanimously.

- The Town Clerk's office hours in January 2024 during the tax season will be 9:00AM to 4:00PM from Monday to Friday.

- **Revenue adjustments: Transfer.** Motion to approve the transfer of funds from the current Highway account to the General Capital Reserve Fund. Laurie Hance explained the reason being is also sales tax is up on that, but mainly that earlier in the year some funds had been transferred into highway to keep them running until CHIPS funds came in. CHIPS has now come in and those accounts can be corrected. Laurie Hance reviewed the accounts and made a recommendation including funds being allocated for a truck chassis repair.

Motion made by Roger Murray to transfer the accounts to equal them out as explained, seconded by John Glasgow. No discussion. All voted to approve. None opposed. Motion carried unanimously.

UNFINISHED/OLD BUSINESS:

- The Town Clerk provided the Board with ZBA and Planning Board training record for 2023. Jane Powers, Supervisor stated: I've talked with Lillie Barr, and she is very busy and that she would be resigning and Jerry Filiatrault who is currently an alternate and would be taking the training and move into that position. We continue to look for an alternate for the ZBA.
- John Glasgow stated it is good to see that the training hours are completed as they should be.
- General employee insurance updated by Laurie Hance. Laurie Hance said she has been in contact with Teamsters as well as other Towns to determine the opening period for coverage.
- Dan Huntley, councilperson questioned: Have we heard from Tom Pahler? Shawn Spellacy stated he had contacted him, and he hopes to have a report by spring. Bob Moulton explained some groundwork that had been done to help improve the situation.
- Dan Huntley also mentioned the need to get a Clerk of the Works requirement for the highway project defined. There was further discussion about the planning for the highway garage project.
- Roger Murray stated he had been in contact with National Grid about the streetlights on Caser Dr. and he gave an update regarding the schedule for work with the lights.
- **Motion** to approve a stipend of \$8,000.00 to Laurie Hance for all her work on the USDA grant made by Roger Murray, seconded by Dan Huntley. No discussion. All voted to approve. None opposed. Motion carried unanimously.
- **Motion** to approve extra \$3,000.00 to Darren Richard, Code Enforcement for all his time for extra training and presentations made by Roger Murray, seconded by John Glasgow. No discussion. All voted to approve. None opposed. Motion carried unanimously.

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GENERAL FUND TRANSFERS:

Laurie Hance, Admin Asst., stated: that to explain the highway part; that does not change the budget because that is unanticipated revenue from the equipment auction.

Motion by John Glasgow, seconded by Roger Murray. No discussion. All approved. None opposed. Motion carried unanimously, to make the following General Fund Transfers:

- \$400.00 from Control Dog A3510.1 to Central Printing A.1670.4
- \$350.00 from Board Assessment Review A1355.4 to Buildings C.E A1620.4
- \$4,000.00 from Sale Equipment DA6265 to Machinery C.E DA5130.4
- \$12,000.00 from Sale Equipment DA6265 to Fuel DA5110.4

GENERAL FUND VOUCHERS:

- General Fund: Abstract #12, Vouchers #388-410, **Total of \$17,958.53 Motion** to approve made by Dan Huntley, second by Roger Murray. No discussion. All approved. None opposed. Motion carried unanimously.

HIGHWAY FUND VOUCHERS:

- Highway Fund: Abstract #12, Vouchers #343-369, **Total of \$63,199.10 Motion** to approve made by John Glasgow, second by Roger Murray. No discussion. All approved. None opposed. Motion carried unanimously.

Motion to close the books for 2023 made by Dan Huntley, seconded by John Glasgow. No discussion. All voted to approve. None opposed. Motion carried unanimously.

Courtesy of The Floor:

No comments from the public.

ADJOURNMENT:

- **Motion** to adjourn meeting at 7:48 PM. Motion made by Dan Huntley, second by John Glasgow. No discussion. All voted to approve. None opposed. Motion carried unanimously.

Meeting minutes prepared by Town Clerk, Julian "Olla" Filiatrault.
Respectfully Submitted, Julian Filiatrault, Town Clerk