

**Regular Monthly Town of Pierrepont Board Meeting, March 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  
Daniel Huntley

**Meeting attendees/Public:** Brad Filiatrault- Town Justice; Roger Linden-attorney; Darren Richards – Code Enforcement; Pierre Pomainville-Planning Board; Rick Perkins-Legislator  
Mercy Spellacy; Fred Green; Bob Moulton; Sondra Boucher; Daniel Manor

**Regular Meeting: 7:00PM Called to order.**

**Pledge of Allegiance**

**Minutes Approved:**

- Minutes of Last Board Meeting February 28, 2023. **Motion** to approve by Roger Murray, second by Chad VanBrocklin. No discussion. All voted to approve. None opposed. Motion carried.

**Highway Building Project Update:**

Supervisor Jane Powers introduced Pierrepont Town Attorney Roger Linden to the meeting attendees before the Attorney's update regarding Highway Building Project.

Attorney Linden stated his experience with building project bonding and fully described the required process to the Board. Attorney Linden explained that he is fully certified as required to complete the bonding process for the town. He also explained that for municipalities there are specific requirements and timelines that must be met if the Town decides to go ahead with the Highway Building Project. He also explained the normal loan and banking procedures and that the type of project chosen (class A, B, or C) will affect funding limitations and payback timelines. The Board thanked him for his explanation of the process. Attorney Linden noted that he will be available as bond counsel for the project and will be available to answer questions as they come up.

Board members provided information to Mr. Linden as to what has been done so far regarding preliminary planning for the Highway building project and the general goals of the project.

**DEPARTMENT REPORTS:**

**Supervisor, Jane Powers:**

- Stated there will be some general fund transfers at a later in the meeting.
- Laurie Hance, administrative asst. stated that capital reserve funds and ARPA funds are available.
- **Motion** to approve Supervisor’s report made by John Glasgow, second by Roger Murray. No discussion. All voted to approve. None opposed. Motion carried.

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

**Court Grant Report by Judge B. Filiatrault:**

- Judge Filiatrault informed the Board that the Court has received a grant from the Unified Court system and provided a written tentative schedule for the Town Court Grant Improvements 2023. Judge Filiatrault explained the scope of the improvements that will be happening over the next few months. He also explained that the offices will be moved into the general court area for a few days while new carpeting is installed in the offices.

**Town Clerk, Olla Filiatrault:**

- Written report submitted. Available for review.
- The amount remitted to the Supervisor was \$82.50, to NYS Agriculture and Markets: \$8.00.
- **Motion** to approve report for the month of February 2023 made by Dan Huntley, second by Roger Murray. No discussion. All voted to approve. None opposed. Motion carried.

**Code Enforcement, Darren Richards reported:**

- 5 Building Permit issued with the **total \$125.00** collected.
- Darren Richards reported: We have a campground, and a beach house project upcoming and he has been working to make sure those projects go smoothly. He has been working with the Dept. of Health regarding the beach/bath house in Hannawa Falls. There is also a Wounded Warriors campground now that is official, and we must move them toward conformity with some code issues and safety. We want to help them, and we have volunteer architects involved to help with that process. Roger Murray commented that is important that we work supportively to help people advance such projects.
- **Motion** to approve Code Enforcement Officer's report made by John Glasgow, seconded by Chad VanBrocklin. No discussion. All voted to approve. None opposed. Motion carried.

**Assessor, Amy Hunt:**

- Amy Hunt submitted a written report of recent Assessor's activities. The report is available on request.
- Jane Powers commented that the equalization rate appears to be 75%, meaning that your assessed value is 75% of the market value.
- **Motion** to approve Assessor's report made by Chad VanBrocklin, second by Dan Huntley. No discussion. All voted to approve. None Opposed. Motion carried.

**County Legislator Report**

Legislator Rick Perkins reported:

At the March 6th Full Board Meeting

We had 34 resolutions

We had 9 modifications to the budget

We had 11 Agreements/ Contracts to be signed

We had a resolution authorizing the filling of 14 vacancies positions.

We had a resolution authorizing the write off for bad debt in the probation department

We had a resolution opposing the imposition of unfunded mandates in the NYS FY 2024 Budget and calling on the Governor of NYS to remove Part M of the article VII revenue bills from the 2024 Executive budget

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

Legislator Rick Perkins report continued:

We had a resolution setting a date for a Public Hearing on proposed local law A (no.) for the year 2023 “Exemptions for certain members of volunteer fire companies and ambulance services in St Lawrence County pursuant to section 466-A of the real property tax law” and repealing local law no.2 for the year 2005 in St. Lawrence County

We had a resolution calling on the NYS to continue to Pass-Thru Federal Affordable Care Act Enhanced Federal Medicaid Assistance Percentage Funds

We had a resolution amending Resolution No.21-2003 Depositories and investment of County funds.

We had a resolution rescinding the Hiring Freeze established in resolution No. 281-2008

We had a resolution Proclaiming March as Women’s History month in St Lawrence County

We had resolutions changing the application of the Salary plan for non-union graded and management employees as recommended in the 2022 annual vacancy review analysis.

We had a resolution accepting the recommendations of the 2022 annual vacancy review analysis for insurance benefits and leave accruals for non-union part time employees.

We had a resolution accepting the recommendations regarding the continuance of creating temporary positions to train with employees prior to retirement or when the need arises.

We had a resolution requesting the enactment of Senate Bill NO. S4567 and Assembly Bill No. A5021 to extend the authorization of St Lawrence County to impose an additional 1% of Sales and compensating use taxes.

We had a resolution authorizing the chair to issue a revocable license to NYS Senate for space located at 48 Court St Canton

**Planning Board Report, Pierre Pomainville**

- We held a meeting on March 15 and a training with General Code. It was a one hour 15 minute very beneficial webinar. It was pertaining to the 79 questions being asked by General Code.
- The Planning Board needs to get together with the Town Board to have a joint meeting to go over the questions that must be answered to complete the requirements of the General Code. Most likely sometime in June.
- Planning Board Chairperson, Pierre Pomainville asked Jason at the County Planning Office if they can use the webinar for training hours credit and he said it would be okay if the Pierrepont Town Board approves it.  
Roger Murray and Jane Powers said that they would only need a summary and the number of hours. It should be decided at the next Town board meeting.
- We do have some conditional use applications to look at during the next meeting.

**CORRESPONDENCE:**

- An email from Kathy Hughes, Director of Potsdam Humane Society, asking the Board to provide a letter of support for a grant application the Potsdam Humane Society is making to the Department of Agriculture and Markets. Jane Powers said she agreed to write this letter.
- An email from J. Watson, SLC Public Health Department, looking to expand access and education regarding Cooling and Warming Centers within the County.

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

Legislator Rick Perkins stated that the County has not done anything with that yet. Jane Powers stated that the Town is not currently equipped for that and will wait to see what happens at the county level.

- A receipt of \$50 donation to Pierrepont Volunteer Fire Department in memory of Vernon Hogle, father of Donna Gilbert, Dog Control Officer.
- A letter from Town of Parishville, Intermunicipal Cooperation Agreement 2023. Jane Powers stated that NYMIR has stated this kind of agreement has to be done to meet requirements. Shawn Spellacy stated that it is just a formality of what we already do and should be agreed to.

The Town Supervisor is going to sign the agreement and send it back to the Town of Parishville and for Colton also.

- An information letter was received regarding Annual OSHA Training.
- A chart from St. Lawrence County COVID-19 in-patient hospitalization trend from August 2022 to April 2023 was received.
- An email from NYS Council on the Arts, announcement of potential design challenges grant for public buildings accessibility.

Laurie Hance highlighted the Examples of potential design challenges for a grant and stated that there may be an opportunity of a grant for the Town Hall.

- An Annual Reports and Information from BOCES  
Jane Powers stated everything looks good.
- A letter from the Office of The Supervisor, Town of Hempstead asking support in opposition to Governor Kathy Hochul's 2024 Executive Budget proposal that will allow state government to override the authority of Local zoning laws. "The Governor is trying to pass this as an attempt to combat the "housing crisis" facing New York."
- A letter from SLC Treasurer, regarding 2022 Worker's Compensation Claims Liability.
- The Employee Retention Credit program.

Laurie Hance explained what the program does. It is a grant that she has applied for that is related to workers being retained during Covid. The application forms were approved by the program. There are further steps that still need to occur, but we should have a firm answer in about a month. It could be a substantial grant.

**NEW BUSINESS:**

- **Motion** to approve Town Clerk Julian Filiatrault to attend New York State Town Clerk Association Annual Conference April 23- 26, 2023 in Syracuse, NY made by John Glasgow, second by Dan Huntley. No discussion. All voted to approve. None Opposed. Motion carried.
- Mining Permit Application for Selleck Road; Northeast Drainage, Inc.

Shawn Spellacy stated where the permit would be in effect. Jane Powers read the letter from the DEC stating what the process is that is required. Shawn Spellacy stated that he owns all the parcels around it, except for one that belongs to his sister and she submitted a letter of approval. The Town supervisor can sign the preliminary request. The Planning Board will review it also. And then it will also go to the County.

**Motion** to approve the request was made by Dan Huntley, second John Glasgow. No further discussion. All voted to approve. None opposed. Motion carried.

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

**UNFINISHED/OLD BUSINESS:**

- Asbestos Survey Report for the Town Hall has been received. It says that there is some non-friable asbestos board in the wall of the back stairwell in the building. No other significant issues reported.
- Shared Services Agreement between the Town of Pierrepont and NYS Department of Transportation. Supervisor Jane Power has signed it and sent it out.
- Land purchase update by Roger Murray, councilperson. A map was viewed showing the property being acquired by the Town. Purchase offers have been signed and agreed to by the sellers of the two parcels. Some legal and abstract work is still being done but it is moving along very well.

**GENERAL FUND TRANSFERS:**

- A1990.4 contingency \$900.00 transferred into A1910.4 Insurance \$900.00. **Motion** to approve made by Dan Huntley, second by Chad VanBrocklin. No discussion. All approved. None opposed.
- A1990.4 contingency \$1,500.00 transfer into A8010.4 Zoning Contractual \$1,500.00. **Motion** to approve made by Roger Murray, second by John Glasgow. No discussion. All approved None opposed.

**Additional:** Vehicle Summary by Shawn Spellacy, Highway Superintendent. It is a Peterbilt cabin chassis, very similar to the last one we purchased. It is sold by the company that purchased RT. 11 trucking in Canton which is a huge benefit to us going forward. Approximate cost of \$189,654.00. A 2023 model will be approximately \$15,000 less than if we wait and get a 2024 model which has higher emissions standards costs. We will be retiring an older 1999 Mack truck and have a \$50,000 grant available for replacement.

**Motion** to approve Shawn Spellacy proceeding with the truck purchase made by Chad VanBrocklin, second by John Glasgow. No further discussion. All voted to approve. None opposed. Motion carried.

**GENERAL FUND VOUCHERS:**

- General Fund: Abstract #3, Vouchers #94-123, **Total of \$15,796.10** **Motion** to approve made by Chad VanBrocklin, second by Roger Murray. No discussion. All approved. None opposed.

**HIGHWAY FUND VOUCHERS:**

- Highway Fund: Abstract #3, Vouchers #60-105, **Total of \$69,636.21** **Motion** to approve made by John Glasgow, second by Dan Huntley. No discussion. All approved. None opposed.

**Courtesy of The Floor:**

Daniel Manor, Hannawa Falls resident, stated: He will be retiring in the not-too-distant future and plans to devote his time to civic duty in some capacity. In his job, he has traveled all over the State, and he has seen many of the facilities that other Towns have, even much smaller Towns than the Town of Pierrepont. Those facilities are very nice and up to date. He stated that he has been interested in the discussion of the

**Regular Monthly Town of Pierrepont Board Meeting, March 28, 2023  
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Highway garage project and is wondering if the Town has considered putting all the Town departments in one complex. The question is what will be needed to meet the Town's needs for the next 40,50, or 60 years. This building (the Town Hall) is woefully inadequate. There is not enough office space for the Court, for example.

He would encourage a joint facility with all offices and highway dept. in one completely new complex. He stated he thinks the voters would support that idea.

He also stated that he thinks the voters should have the opportunity to take part in this decision. He wants facilities that look nice and will move the Town forward for its needs looking many years forward and he thinks the larger community would support a completely new complex rather than trying to fix up the old buildings.

Darren Richards: stated the importance of investment in the community and its positive impact on the future tax base and people wanting to move into and invest in the community going forward.

- **Motion** made by Dan Huntley, seconded by Roger Murray, no discussion, all voted in favor to go into **Executive Session for the purpose of the discussion of a personnel related matter.**

The Board adjourned the regular meeting to move to executive session at 8:43pm

The Board returned from executive session at 9:20pm. The regular meeting was reconvened at 9:20pm.

**Motion** made by Roger Murray, seconded by John Glasgow, all in favor to go back into the regular meeting. **No action taken in executive session.**

**ADJOURNMENT:**

**Motion** to adjourn meeting at 9:20pm. Motion made by Dan Huntley, second by Chad VanBrocklin. No discussion. All voted to approve. None opposed.

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

Respectfully Submitted, Julian "Olla" Filiatrault, Town Clerk