

**Meeting Minutes
Town of Morristown
February 9, 2021**

Present: David VanArnam, Chris Coffin, Shawn Macaulay, Frank Putman
Gary Turner (Virtual)

Also Present: Dean Hoffman (Highway), Gregg Mallette (Codes), Joe Lightfoot (County)

Pledge of Allegiance: Led by Shawn Macaulay.

Approval of Minutes: A motion was made by Councilman VanArnam to accept as presented the regular and Organization minutes of January 12, 2021. The motion was seconded by Councilman Macaulay.

Vote: David VanArnam-Aye, Chris Coffin-Aye, Shawn Macaulay-Aye, Gary Turner-Aye, Frank Putman-Aye

Old Business

- 1. Supervisors Update:** Supervisor Putman met with Chris Coffin and Dean Hoffman to discuss and plan for long term funding of assets management for the Town.
- 2. REDI Grant Resolutions (2)** Two resolutions were presented for Board deliberation and action.

Resolution #1 of 2021

Standardization of Vacuum Sewer for the Town of Morristown

WHEREAS, the Town of Morristown owns and operates vacuum sewer systems that service sewer districts within the Town; and

WHEREAS, all existing vacuum sewer system components have been manufactured and serviced by Airvac; and

WHEREAS, the standardization promotes efficiency and saves money, since the maintenance work on the same type of vacuum sewer components will require less labor and the economy will be promoted through the purchase of repair parts that are common to the entire vacuum sewer system; and

WHEREAS, the continuous operation of the vacuum sewer system is essential to public health and protection of the environment and a single point of responsibility for manufacturer's service improves the efficiency and timeliness of repairs to the vacuum sewer system; and

WHEREAS, the standardization to Airvac does not eliminate the need for the Town of Morristown to solicit bids to obtain the lowest responsible bidders to supply Airvac vacuum system components; and

BE IT RESOLVED, for reasons of efficiency and economy and pursuant to the authority conferred by subdivisions 5 of section 103 of the General Municipal Law, it is determined by the Town of Morristown Board that there is a need for standardization of all vacuum sewer system components for the SJ.03 Northumberland Street project to be manufactured by Airvac; therefore.

BE IT FURTHER RESOLVED that this Town Board of Morristown does authorize the standardization of all vacuum sewer system components purchased for the SJ.03 Northumberland project to be Airvac.

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A motion was made by Councilman VanArnam to adopt resolution #1 of 2021, with a second by Councilman Macaulay.

Vote: David VanArnam-Aye, Chris Coffin-Aye, Shawn Macaulay-Aye, Gary Turner-Aye, Frank Putman-Aye

Resolution #2 of 2021

REDI Grant Town of Morristown Responsibility Toward Costs Above Grant Award
WHEREAS, Governor Andrew Cuomo launched the Resiliency and Economic Development Initiative (REDI) in May 2019, and

WHEREAS, under REDI, St. Lawrence County was awarded \$2,100,000 in project costs for the Northumberland Street Bridge, BIN 3341380 in the Town of Morristown, asset SJ.03, and

WHEREAS, the project is being financed through REDI grant assistance at ninety-five percent (95%) of project costs in the amount of \$1,983,000, a local project cost match of five percent (5%) in the amount of \$105,000, and

WHEREAS, the Town of Morristown will be 100% responsible for any project costs exceeding the grant award of \$2,100,000 up to a maximum amount of \$250,000. Such costs shall include, but are not limited to the design, construction, and inspection of the project.

WHEREAS, the Town of Morristown will fund costs exceeding the REDI grant amount from municipal funds available.

A motion was made by Councilman VanArnam and seconded by Councilman Coffin to adopt Resolution #2 of 2021.

Vote: David VanArnam-Aye, Chris Coffin-Aye, Shawn Macaulay-Aye, Gary Turner-Aye, Frank Putman-Aye

3. **Bayside Park Dock Repair Grant Update:** A deck quote has been requested from a dock company and a quote has been requested from a dredging company.
4. **DSD Solar Project:** Code Enforcement Officer Gregg Mallette gave an update. Differences were found in the new developers plans. Tree screening had been eliminated and the fencing was no longer in compliance with the Planning Board requirements. There was no decommissioning plan submitted with the Decommissioning Bond.
5. **Street Light Request:** The Board asked the Highway Superintendent to review the locations of the requested poles/ light locations to see if they would be close enough to the road to provide sufficient light for traffic.
6. **County Hold Harmless Resolution:** A motion was made by Councilman Coffin to adopt Resolution #3 of 2021. The motion to adopt was seconded by Councilman VanArnam.

RESOLUTION NO. 3 OF THE TOWN OF MORRISTOWN

7.

HOLDING HARMLESS THE COUNTY OF ST. LAWRENCE FOR PROVIDING SERVICE FOR 2021

By the Town Board, Town of Morristown

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WHEREAS, the Town of Morristown is desirous of St. Lawrence County Department of Highways providing shared services such as paving, signage, road stripping, blasting, and other routine maintenance activities to the Town, and

WHEREAS, both the Town of Morristown and the County of St. Lawrence are desirous of promoting partnering efforts for the safety of the traveling public in St. Lawrence County, and

WHEREAS, in this joint cooperative endeavor the Town of Morristown and the County of St. Lawrence desires to be reimbursed for their expenditures, and

WHEREAS, the Town is aware that the County may incur liability in the providing of the services and wishes to indemnify the County in this regard,

NOW, THEREFORE, BE IT RESOLVED that to the fullest extent permitted by law, the Town of Morristown will indemnify and hold harmless the County, their officers, directors, partners, representatives, agents and employees from and against any and all claims, suits, liens, judgments, damages, losses and expenses, including legal fees and all court costs and liability (including statutory liability) arising in whole or in part and in any manner from injury and/or death of person or damage to or loss of any property relating to or arising out of any negligent or intentional acts and/or omissions of the Town of Morristown or any of its directors, officers, employees, contractors, representatives, or agents.

BE IT FURTHER RESOLVED that the following request for General Liability (GL) coverage is as follows:

General Liability Insurance

On an "Occurrence" basis, with the following limits:

- \$1,000,000 Each Occurrence
- \$3,000,000 General Aggregate
- \$1,000,000 Products Aggregate
- \$1,000,000 Personal Injury
- \$ 50,000 Fire Damage Legal Liability
- \$ 5,000 Medical Payment Expense

BE IT FURTHER RESOLVED, that St. Lawrence County shall be an additional insured on the GL Policy, via ISO endorsement CG 2026.

Vote: David VanArnham-Aye, Chris Coffin-Aye, Shawn Macaulay-Aye, Gary Turner-Aye, Frank Putman-Aye

7.Municipal Building Design: The Building Design Committee met recently to review a draft of the submitted preliminary designs.

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- 8. Capital Replacement Budget:** Chris Coffin reported that using the Asset Management Plan as a starting point the Town can plan a realistic and achievable financial position for the future.
- 9. Incorporation of Village Zoning Law into Town Land Use Code:** The Board discussed existing issues in village land use law including zones and setbacks.
- 10. Public Employer Health Emergency Plan:** The Board received the plan for their review and future action.

New Business

1. NYS DOT Shared Services Resolution: Councilman Coffin moved Resolution #4 of 2021; New York State DOT Shared Services Agreement. The Resolution was seconded by Councilman VanArnam.

Shared Services Agreement Between NYSDOT and the Town of Morristown

THIS AGREEMENT, dated February 9, 2021, is between the People of the State of New York, hereinafter referred to as "State" or "NYSDOT" and the Town of Morristown, 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:

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 twenty-five thousand dollars (\$25,000.00). If applicable, indicate that the return exchange will be determined at a later date.

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 Workers Compensation. 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.

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. The term of this Agreement shall be for four (4) years from February 28, 2021 to February 28, 2025.

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The parties will endeavor to provide no less than thirty (30) days' notice of its intent to extend the Agreement. Either party may revoke this Agreement by providing sixty (60) days written notice of such revocation. Upon revocation, any outstanding obligations of the parties must be satisfied within thirty (30) days of the date of such revocation.

NYSDOT – Region 07

MUNICIPALITY

By: _____ Date: _____
Date: February 9, 2021
Resident Engineer St. Lawrence County

By: _____
Title: Town Supervisor

NYSDOT – Region 07

By: _____ Date: _____
Regional Director of Operations
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**SCHEDULE A
NYSDOT**

Description of services, materials, or equipment (Check All that apply) to be shared:

Emergency Services for Undeclared Emergencies to be Determined.

Estimated Cost/Value of services, materials, or equipment (Check All that apply):

To Be Determined

Total NYSDOT Cost/Value: _____

MUNICIPALITY

Description of services, materials, or equipment (Check All that apply) to be shared:

To be Determined

Estimated Cost/Value of services, materials, or equipment (Check All that apply):

To Be Determined

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Total MUNICIPALITY Cost/Value: _____

Vote: David VanArnam-Aye, Chris Coffin-Aye, Shawn Macaulay-Aye, Gary Turner-Aye, Frank Putman-Aye

New Business Cont.

2. Liquor License Application Notice: Kathleen hunter sent a notice of application for a liquor license for a restaurant at 7 County Route 2. The Board agreed they did not have any concerns with the application.

Department Reports

Highway Department: The department has been busy with snow removal. All equipment is working well. Superintendent Hoffman updated the Board on the plow truck purchase from 2020. The truck is still being assembled and not ready for delivery.

Code Enforcement: The Code Officer gave a report on permits issued to date.

Sewer Districts: The sewer districts have been stable this winter. The vacuum plant dialer is not working reliably, and a solution is being sought. As far as the water district, there is a substantial leak, possibly a main, that the DPW crew is looking for.

County: Joe Lightfoot spoke to the Board on county issues. COVID 19 rates are showing a decline. DANC will be starting a county-wide Broad Band Survey soon.

The meeting was adjourned upon motion at 8:30 PM

Meeting minutes prepared and respectfully submitted by David Murray, Town Clerk