

**Meeting Minutes  
Town of Morristown  
December 17, 2019**

**Present:** Gary Turner, David VanArnam, Chris Coffin, Shawn Macaulay, Frank Putman  
**Also Present:** Patrick Kelly (County IDA), Michele Whalen, Cheryl Shatraw, Wayne Sardullo, Jr., Ted Zoli, Joanne Vaillancourt

**Pledge of Allegiance:** Shawn Macaulay

**Approval of Minutes:** A motion was made by Councilman VanArnam to approve the minutes of November 14, 2019 as presented. The motion was seconded by Councilman Turner.

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

**Executive Session (If Needed)**

**Correspondence**

**Public Comment 1:** None

**Old Business**

**1. Village Dissolution Planning**

- a. **Water District Formation Final Order and Resolution:** Councilman David VanArnam brought a resolution to approve the final order of the Town Board to establish Water District No. 1 as presented. The resolution received a second from Councilman Shawn Macaulay.

**FINAL ORDER OF THE TOWN BOARD OF THE TOWN OF MORRISTOWN  
ESTABLISHING WATER DISTRICT NO. 1**

WHEREAS, at a special meeting of this Board held at the Town offices on the 30th day of October, 2019, an Order of this Board was duly adopted and entered in the minutes of the proceedings reciting in general terms the filing with the Town Clerk of the Town of Morristown of a map, plan and report prepared by AOK Engineering, PLLC., for a proposed Water district with the Town of Morristown to be known as the Water District No. 1, reciting the boundaries of the proposed District, the improvements to be acquired at no cost to the Town, and specifying that a public hearing shall be held to hear all persons interested in the proposed Water District No. 1 at 7:00 p.m. on November 14, 2019, and

WHEREAS, a copy of the aforementioned Order of this Board was duly and regularly published in the official newspaper for the Town of Morristown and certified copies thereof were posted on the official sign board of the Town of Morristown as required by Article 12-A of the Town Law, and

WHEREAS, a public hearing was duly held pursuant to the aforesaid Order at the Town offices, 604 Main Street, Morristown, New York on November 14, 2019, at 7:00 p.m., and

WHEREAS, following the public hearing and due deliberation having been given by this Board to the hearing, the testimony, and the allegations presented, this Board adopted a

Resolution making the findings required under Article 12-A of the Town Law and establishing the Water District No. 1, which Resolution was subject to a permissive referendum, and

WHEREAS, within ten (10) days following the adoption of the aforesaid Resolution, the full text of the Resolution together with a notice setting forth the date of the adoption thereof and the fact that the resolution was adopted subject to a permissive referendum published in the official newspaper of the Town of Morristown and posted as required by law, and

WHEREAS, more than thirty (30) days have elapsed since the adoption of the Resolution, and no petition protesting against the Resolution has been properly submitted to the Town Clerk of the Town of Morristown, and the Town Clerk has caused to be filed pursuant to Section 209-e(4)(a) of the Town Law a certificate certifying that no petition was filed requesting a referendum, and

WHEREAS, the permission of the State Comptroller is not required pursuant to Section 209-f of the Town Law.

NOW, THEREFORE, upon a motion duly made, and seconded, this Board hereby makes the following Order:

ORDERED that the aforesaid recitations are incorporated herein and made a part hereof as if fully set forth hereafter, and it is further

ORDERED that the Water District No. 1 as described in the map, plan and report prepared by AOK Engineering, PLLC, dated July 2019, is finally established, the boundaries thereof shall be as described on the attached Schedule "A", and providing of the services as described therein is hereby authorized, and it is further

ORDERED that the Town Clerk of the Town of Morristown shall cause a certified copy of this final Order of the Town Board to be duly recorded in the Office of the Clerk of the County of St. Lawrence, within ten (10) days after its adoption, and to file a certified copy thereof with the Department of Audit and Control within ten (10) days following its adoption.

**EXHIBIT "A"**  
**Written Boundary Description**  
**Town of Morristown Water District No. 1**  
**St. Lawrence County, New York**

REAL PROPERTY DATA AS OF JUNE 2018

ALL THAT TRACK OR PARCELS OF LAND IN THE TOWN OF MORRISTOWN, COUNTY OF ST. LAWRENCE AND STATE OF NEW YORK AS DEPICTED ON THE TOWN OF MORRISTOWN TAX MAP NUMBERS 83.033, 83.041, 83.049, 83.0048, 83.0050, 83.058,83.057 :

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BEGINNING AT A POINT, SAID POINT BEING THE NORTHEAST CORNER OF PARCEL 83.033-1-24;

THENCE SOUTHERLY ALONG THE EASTERLY BOUNDS OF PARCEL NUMBER 83.050-1-4 TO THE SOUTH EAST CORNER OF PARCEL NUMBER 83.050-1-4 FOR APPROXIMATELY 5,771 FEET;

THENCE EASTERLY TO THE NORTHEAST CORNER OF PARCEL NUMBER 83.0501-1 FOR APPROXIMATELY 50 FEET;

THENCE SOUTHERLY TO THE SOUTH EAST CORNER OF PARCEL NUMBER 83.050-1-1 FOR APPROXIMATELY 568 FEET;

THENCE SOUTH WESTERLY TO THE SOUTH WEST CORNER OF PARCEL NUMBER 83.057-2-1.112 FOR APPROXIMATELY 5,402 FEET;

THENCE NORTH WESTERLY TO THE SOUTH EAST CORNER OF PARCEL NUMBER 83.056-1-1 FOR APPROXIMATELY 1,389 FEET;

THENCE WESTERLY TO THE SOUTHWESTERN CORNER OF PARCEL NUMBER 83.056-1-1 FOR APPROXIMATELY 138 FEET;

THENCE NORTH WESTERLY TO THE NORTH WEST CORNER OF PARCEL NUMBER 83.048-1-1 FOR APPROXIMATELY 2,616 FEET;

THENCE NORTH EASTERLY ALONG THE ST. LAWRENCE RIVER SHORELINE TO THE POINT OF BEGINNING, IT BEING THE INTENT TO DESCRIBE THE JURISDICTIONAL BOUNDARY OF THE VILLAGE OF MORRISTOWN, ST. LAWRENCE COUNTY, NEW YORK.

THE PROPERTY LINES SHOWN ON THIS DRAWING WERE OBTAINED FROM COUNTY TAX MAP INFORMATION DATED JUNE 2018 AND DIGITAL INFORMATION PROVIDE BY THE DEVELOPMENT AUTHORITY OF THE NORTH COUNTRY. PROPERTY LINE LOCATIONS MAY NOT BE ENTIRELY TRUE AND CORRECT AND ARE NOT INTENDED FOR THE USE THE CONVEYANCE OF LAND. THE ACTUAL LOCATION OF THESE PROPERTY LINES IS SUBJECT TO SUCH VARIATIONS AND CORRECTIONS AS MIGHT RESULT FROM AN ACCURATE INSTRUMENT SURVEY.

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

**b. Wastewater District Formation Final Order and Resolution**

Councilman Gary Turner brought a resolution to approve the final order of the Town Board to establish Wastewater District No. 3 as presented. The resolution received a second from Councilman David VanArnam

**FINAL ORDER OF THE TOWN BOARD OF THE TOWN OF MORRISTOWN ESTABLISHING THE SEWER DISTRICT NO. 3**

WHEREAS, at a special meeting of this Board held at the Town offices on the 30th day of October, 2019, an Order of this Board was duly adopted and entered in the minutes of the proceedings reciting in general terms the filing with the Town Clerk of the Town of Morristown of a map, plan and report prepared by AOK Engineering, PLLC., for a proposed Sewer district with the Town of Morristown to be known as the Sewer District No. 3, reciting the boundaries of the proposed District, the improvements to be acquired at no cost to the Town, and specifying that a public hearing shall be held to hear all persons interested in the proposed Sewer District No. 3 at 7:00 p.m. on November 14, 2019, and

WHEREAS, a copy of the aforementioned Order of this Board was duly and regularly published in the official newspaper for the Town of Morristown and certified copies thereof were posted on the official sign board of the Town of Morristown as required by Article 12-A of the Town Law, and

WHEREAS, a public hearing was duly held pursuant to the aforesaid Order at the Town offices, 604 Main Street, Morristown, New York on November 14, 2019, at 7:00 p.m., and

WHEREAS, following the public hearing and due deliberation having been given by this Board to the hearing, the testimony, and the allegations presented, this Board adopted a Resolution making the findings required under Article 12-A of the Town Law and establishing the Sewer District No. 3, which Resolution was subject to a permissive referendum, and

WHEREAS, within ten (10) days following the adoption of the aforesaid Resolution, the full text of the Resolution together with a notice setting forth the date of the adoption thereof and the fact that the resolution was adopted subject to a permissive referendum published in the official newspaper of the Town of Morristown and posted as required by law, and

WHEREAS, more than thirty (30) days have elapsed since the adoption of the Resolution, and no petition protesting against the Resolution has been properly submitted to the Town Clerk of the Town of Morristown, and the Town Clerk has caused to be filed pursuant to Section 209-e(4)(a) of the Town Law a certificate certifying that no petition was filed requesting a referendum, and

WHEREAS, the permission of the State Comptroller is not required pursuant to Section 209-f of the Town Law.

NOW, THEREFORE, upon a motion duly made, and seconded, this Board hereby makes the following Order:

ORDERED that the aforesaid recitations are incorporated herein and made a part hereof as if fully set forth hereafter, and it is further

ORDERED that the Sewer District No. 3 as described in the map, plan and report prepared by AOK Engineering, PLLC, dated July 2019, is finally established, the boundaries thereof shall be as described on the attached Schedule "A", and providing of the services as described therein is hereby authorized, and it is further

ORDERED that the Town Clerk of the Town of Morristown shall cause a certified copy of this final Order of the Town Board to be duly recorded in the Office of the Clerk of the County of St. Lawrence, within ten (10) days after its adoption, and to file a certified copy thereof with the Department of Audit and Control within ten (10) days following its adoption.

**EXHIBIT "A"**

Written Boundary Description

Town of Morristown Sewer District No. 3

St. Lawrence County, New York

REAL PROPERTY DATA AS OF JUNE 2018

ALL THAT TRACK OR PARCELS OF LAND IN THE TOWN OF MORRISTOWN,  
COUNTY OF ST. LAWRENCE AND STATE OF  
NEW YORK AS DEPICTED ON THE TOWN OF MORRISTOWN TAX MAP  
NUMBERS

83.033, 83.041, 83.049, 83.0048, 83.0050, 83.058,83.057 :

BEGINNING AT A POINT, SAID POINT BEING THE NORTHEAST CORNER OF  
PARCEL 83.033-1-24;

THENCE SOUTHERLY ALONG THE EASTERLY BOUNDS OF PARCEL NUMBER  
83.050-1-4 TO THE SOUTH EAST CORNER OF PARCEL NUMBER 83.050-1-4 FOR  
APPROXIMATELY 5,771 FEET;

THENCE EASTERLY TO THE NORTHEAST CORNER OF PARCEL NUMBER 83.0501-1  
FOR APPROXIMATELY 50 FEET;

THENCE SOUTHERLY TO THE SOUTH EAST CORNER OF PARCEL NUMBER  
83.050-1-1 FOR APPROXIMATELY 568 FEET;

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NUMBER 83.057-2-1.112 FOR APPROXIMATELY 5,402 FEET;

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THENCE NORTH WESTERLY TO THE SOUTH EAST CORNER OF PARCEL NUMBER 83.056-1-1 FOR APPROXIMATELY 1,389 FEET;

THENCE WESTERLY TO THE SOUTHWESTERN CORNER OF PARCEL NUMBER 83.056-1-1 FOR APPROXIMATELY 138 FEET;

THENCE NORTH WESTERLY TO THE NORTH WEST CORNER OF PARCEL NUMBER 83.048-1-1 FOR APPROXIMATELY 2,616 FEET;

THENCE NORTH EASTERLY ALONG THE ST. LAWRENCE RIVER SHORELINE TO THE POINT OF BEGINNING IT BEING THE INTENT TO DESCRIBE THE JURISDICTIONAL BOUNDARIES OF THE VILLAGE OF MORRISTOWN, ST. LAWRENCE COUNTY, NEW YORK.

THE PROPERTY LINES SHOWN ON THIS DRAWING WERE OBTAINED FROM COUNTY TAX MAP INFORMATION DATED JUNE 2018 AND DIGITAL INFORMATION PROVIDED BY THE DEVELOPMENT AUTHORITY OF THE NORTH COUNTRY. PROPERTY LINE LOCATIONS MAY NOT BE ENTIRELY TRUE AND CORRECT AND ARE NOT INTENDED FOR THE USE OF THE CONVEYANCE OF LAND. THE ACTUAL LOCATION OF THESE PROPERTY LINES IS SUBJECT TO SUCH VARIATIONS AND CORRECTIONS AS MIGHT RESULT FROM AN ACCURATE INSTRUMENT SURVEY.

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

- b. D.A.N.C. Contract:** The Board agreed that the contract as presented with some spelling corrections was acceptable. A resolution was made by Councilman Christopher Coffin to authorize the Supervisor to execute an Operations & Maintenance Agreement with the Development Authority of the North Country, with the three noted spelling corrections: Page 4: under Reporting-change *Village* to *Town*, Page 11: Article X- Section 1004 change *unenforceable* to *enforceable*, page 12: change spelling of Supervisors surname to *Putman*. The resolution received a second from Councilman Gary Turner.

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

- c. New Employee Hires:** No action Taken
- d. Local Laws Review:** The Board will continue to review the local laws at upcoming meetings.

**2. Source Renewable Solar Project: PILOT Agreement and Involved Agency Response:**

Patrick Kelly, Chief Executive Officer of the IDA, gave the Board a brief overview of the County IDA's purpose and the PILOT process. Source Renewables has applied to the IDA for PILOT status. The IDA will be working with all the taxing jurisdictions encompassing the project, and all those jurisdictions must be in agreement for the process to go forward.

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The Board received a response form from the Planning Board asking them if they had any problem if they functioned as lead agency for the Morristown II Solar project. The Board discussed the request and had no problem with the Planning Board acting in that function. The Supervisor filled out the form and directed that it be returned to the Planning Board Chair.

**3. End of Year/ Organizational Meeting Reminder:** The Board was reminded that the End of Year/ 2020 Organizational meeting will be held on December 30<sup>th</sup> at 11 AM.

**New Business**

**1. Town Recreation Department Sun Safety Policy:** A motion was made by Councilman Macaulay and seconded by Councilman VanArnam to adopt a Sun Safety Policy as presented.

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

**2. Vacancies to Boards:** Supervisor Putman informed the Board that there are three annual vacancies for Planning, Zoning and BAR. All three members have indicated that they would accept re-appointment for new 5 -year terms. Michael Warren has indicated that he will be leaving at the end of 2019 from the Planning Board. There are three individuals who are interested in filling a vacant term or as an alternate for Planning and Zoning. They are Mary Bailey, Jill Martin and Larry Hollister. Supervisor Putman stated that Mary Bailey had expressed an interest in the vacant Planning position. Councilman VanArnam stated that he recommends Jill Martin. He stated that Mary Bailey has written negative letters to the Town Board and has tried to stop a legal construction project in the Town. He is not in favor of her sitting on the Planning Board. Councilman Coffin stated that members of these Boards need to be fair but supportive of enforcing the law. Michele Whalen commented that these Boards need more strong women. Supervisor Putman will ask Mary Bailey if should would consider an alternate position. Appointments will be made at the 2020 Organizational meeting.

**3. Budget Amendments:** A motion was made by Councilman Coffin to amend the A Fund as presented. The motion was seconded by Councilman Macaulay.

**December 17, 2019 Budget Amendments**

**General A Fund:**

1)	Revenue Side:	A1120.1:	Non – Property Tax Distribution	\$ 72,812.00
2)	Approp. Side:	A1220.4:	Supervisor Contr.:	\$ 48,504.00

**Increase of \$ 43,504.00**

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

A motion was made by Councilman VanArnam, and seconded by Councilman Coffin, to approve the amendments to the Sewer District #1 Fund as presented.

**Sewer District #1 Fund:**

1)	Revenue Side:	SS1 599:	Appropriated Fund Bal.	\$ 9,462.00
2)	Approp. Side:	SS1 8130.4:	Sewers Treatment	\$29,212.00

**Increase of \$ 9,462.00**

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

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**4. Budget Modifications:** A motion was made by Councilman Coffin and seconded by Councilman VanArnam to approve the budget modifications as presented:

**General A Fund:**

- 1) From: A1010.4: Councilman Contr. To: A1010.1: Councilman Salary: \$ 500.00
- 2) From: A1410.4: Tn Clrk Contr. To: A1330.4: Tax Coll. Contr. : 85.00
- 3) From: A1990.4: Contingent Acct. To: A1910.4: Insurance Contr. 1,303.00
- 4) From: A1990.4: Contingent Acct. To: A8810.4: Cemetery Contr. 400.00
- 5) From: A1990.4: Contingent Acct. To: A9055.8: Disability Ins. 179.00

**Total General A Budget Mods :**

**\$2,467.00**

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**General B Fund:**

- 1) From: A7310.1: Youth Prog Salaries To: A7310.4: Youth Program Contr. \$1,536.00

**Total General B Budget Mods :**

**\$ 1,536.00**

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**Sewer District #1 Fund:**

- 1) From: SS1 8120.2: Sewer Equip To: SS1 8120.4: Sewer Contr. \$ 10,000.00
- 2) From: SS1 8110.4: Adminis. Contr. To: SS1 8120.4: Sewer Contr. 1,000.00
- 3) From: SS1 8110.1: Adminis. Salary To: SS1 8120.4: Sewer Contr. 1,000.00

- |   |                              |
|---|------------------------------|
| 4) From: SS1 1420.4: Atty Cont.<br>487.00               | To: SS1 8120.4: Sewer Contr. |
| 5) From: SS1 9030.8: Social Security<br><u>1,000.00</u> | To: SS1 8120.4: Sewer Contr. |

**Total Sewer District #1 Budget Mods**

**\$13,487.00**

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**Sewer District #2 Fund:**

- |   |                                     |
|---|-------------------------------------|
| 1) From: SS2 8120.2: Sewer Equip.<br>10,000.00        | To: SS2 8130.4: Treatment Contr. \$ |
| 2) From: SS2 8120.4: Sewer Contr.<br>45.00            | To: SS2 8130.4: Treatment Contr.    |
| 3) From: SS2 8110.4: Admin. Contr.<br><u>1,000.00</u> | To: SS2 8130.4: Treatment Contr.    |

**Total Sewer District #2 Budget Mods**

**\$ 11,045.00**

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**Highway DB Fund:**

- |  |                                    |
|--|------------------------------------|
| 1) From: DB 5112.1: Perm. Imp. Salary<br>5,799.00    | To: DB 5130.2: Machinery Equip. \$ |
| 2) From: DB 5110.4: Gen Repair Contract.<br>5,000.00 | To: DB 5130.2: Machinery Equip.    |

**Total Highway DB Budget Mods**

**\$10,799.00**

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

**5. 2020 Kennel Contract:** A motion was made by Councilman Coffin and seconded by Councilman VanArnam to authorize the Supervisor to execute the 2020 Kennel Contract with Dan Moyer.

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

**6. Sidewalks:** The Board discussed what sidewalks would have winter maintenance for public safety to make sure they clearly stated what the Town would be doing. A motion was made by Councilman Coffin to authorize the winter maintenance of all the stairs between Main Street Gouverneur Street, and between Main Street to Water Street, and between Morris Street to Gouverneur Street. The Town will also perform winter maintenance on one side of Main Street from Chapman Street to Mercer Street.

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

**7. Brush Pickup:** The Board agreed that brush pickup in the hamlet of Morristown will not continue after December 31, 2019. Residents will be responsible for removing their own brush to the appropriate landfill.

**8. Library:** The Town will maintain the library parking lot year-round and pick up the garbage from the library.

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### **Department Reports**

**Highway Department:** Written Report

**Code Enforcement Office:** Written Report

**Assessor:** No Report

**Sewer Districts:** No Report

### **Executive Session (If Needed)**

#### **Public Comment 2**

County Legislator, Joe Lightfoot briefed the Board on County business and budget issues. He also spoke about the North UMBERLAND Bridge removal project which appears to be at least 2 years out from happening.

#### **Adjournment**

The meeting was adjourned upon motion at 8:50 PM

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