

**Town Board Meeting Minutes
Town of Morristown
March 8, 2022**

Present: Supervisor, Frank Putman; Deputy Supervisor, Chris Coffin; Councilman Shawn Macaulay; Councilman Dave VanArnam; Councilman Gary Turner (by Zoom); Dean Hoffman, Highway Superintendent; Gregg Mallette, Code Enforcement Officer; Jill Sullivan, Town Clerk

Guests Present: Town Highway Employees; Megan Bush, MSC; Joe Lightfoot, County Legislator; Carl Bender and Peggy Mousaw, AOK Engineering; Kevin Crosby; Brian Peck.

Called to Order: The meeting was called to order by Supervisor Putman at 7:01 pm.

Pledge of Allegiance Led by Shawn Macauley and said by all.

Approval of Minutes of February 8, 2022 Town Board Meeting: A motion was made by Councilman Coffin to approve the February 8, 2022 Town Board meeting minutes as written and presented. The motion was seconded by Councilman VanArman.

Vote: David VanArnam – Aye, Chris Coffin – Aye, Frank Putman – Aye, Shawn Macaulay – Aye.

Correspondence:

- 1) A thank you letter from the Morristown Promotions Committee was presented.
- 2) The Annual Workers' Compensation Claims Liability report from St. Lawrence County was reviewed. The report reflects 2020 date and given 12/31/2021.

Public Comment:

Family Fun Walk: Megan Bush spoke about the Morristown Central School hosting a Family Fun Walk on Saturday, April 30, 2022 and the proceeds will be given to the local animal shelters. The walk is just under 2 miles and will begin at 10:00 am. There is no need for road closures. The Town Board is in favor of the event and will advertise it on the website and on the board in the office.

Property Sale: Kevin Crosby and Brian Peck asked about the decision on the sale of the property behind their residences. Several months ago they responded to the board showing an interest to purchase the property and they would like to proceed with the purchase. Supervisor Putman stated that this parcel is about two acres total, has limited accessibility, is long and narrow with little use to anyone except the adjacent property owners. Much of the parcel is wet and swampy. The Town has put together a proposal to sell the property at market value of \$1,000 and to be divided by the two interested, adjacent property owners and they pay all closing and surveying costs.

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Kevin Crosby and Brian Peck both stated they are interest in the property behind their homes but not the swamp. There was discussion about including the swampy area with the sale.

Brian Peck stated that the paper streets were once sold for \$1.00 and legal fees and put back on the tax rolls. He is asking the town if they would consider that for this property which includes the swampy area.

MOTION

Councilman Coffin made a motion to approve the sale of part of the former railroad bed identified by tax map number 83.057-2-3 to adjacent property owners, Kevin Crosby and Brian Peck, for one dollar (\$1.00) and the buyers pay all closing and surveying costs. Councilman Macaulay seconded the motion.

Vote: David VanArnam – Aye, Chris Coffin – Aye, Frank Putman – Aye, Shawn Macaulay – Aye.

Old Business:

1. **Financial Report:** Councilman Coffin reported that payroll is pro-rated 2 months. The Town Insurance ran over by \$348.00 and it would be better to make a budget modification now rather than wait until the end of the year.

MOTION

Councilman Coffin made a motion to make a budget modification in the amount of \$348.00 to cover additional costs to the Town Insurance. Supervisor Putman seconded the motion.

Vote: David VanArnam – Aye, Chris Coffin – Aye, Frank Putman – Aye, Shawn Macaulay – Aye.

The snow removal is currently higher than usual for this time of year.

The medical insurance is currently higher, but the funds were added onto the Lifetime Cards. We are not over budgeted at this time.

2. **DANC Monthly Water Report:** There is nothing out of the ordinary in the DANC report for the month of February.
3. **2022-2024 Teamsters Contract:** Supervisor Putman stated that after negotiating, we have received a draft copy of the contract which does reflect the revisions as agreed upon by both parties.

MOTION

Councilman Coffin made a motion to approve and sign the Teamsters Contact as presented. Councilman Shawn Macauley seconded the motion.

Vote: David VanArnam – Aye, Chris Coffin – Aye, Frank Putman – Aye, Shawn Macaulay – Aye.

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4. **Surplus Property:** We are waiting on a response from Andy Silver, our Attorney on the process to sell.
5. **Water/Sewer Local Laws:** Supervisor Putman stated that we have researched the minutes and found nothing about adopting a Village Local Law for water/sewer. It seems that it got passed by and now it has lapsed so we will have to compose one. Frank Putman, Chris Coffin, and Dean Hoffman will meet and discuss the Town Local Law for Water/Sewer to get it completed.

Rates: Councilman Coffin stated that a new fee schedule for water services has been distributed for review. The reason for the rates changes is because operation costs have increased. 85% of our expenses are fixed and 15% various with the usage. The proposal is to raise the fixed rates and lower the usage rate.

There was discussion about looking closer at the commercial rates and possibly categorize them.

The proposed new rates are \$320.71 annual fee per EDU and \$2.01 per 1,000 gallons.

MOTION

Councilman VanArnam made a motion to adopt the new water rates as presented.

Councilman Coffin seconded the motion.

Vote: David VanArnam – Aye, Chris Coffin – Aye, Frank Putman – Aye, Shawn Macaulay – Aye.

We will have to research our options for collecting unpaid water/sewer bills.

New Business

1. **ARPA Funds:** Peggy Mousaw and Carl Bender gave an update and progress regarding the ARPA Funds. Peggy is working on a DUNS # and accessing SAM.gov. She is being told Morristown has two DUNS numbers, so she is working through that process. The first thing we need to do is to submit an authorization letter to Sam.gov. The 1st step is to have a work session and come up with a project or projects. The 2nd step is a public meeting to inform the community of the ARPA funds.

A work session has been scheduled for March 15, 2022 at 5:30 pm.

2. **Black Lake Boat Launch:** An email was received from Anthony Felder, Parks Representative, informing us that the Town will need to send a proposal for the intention are for taking over the boat launch. There was discussion about the boat launch and preparing a proposal for submission. Supervisor Putman suggested putting a proposal together and schedule a meeting with Mr. Felder. After discussion, it was suggested that it should be in the

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proposal that if the Town is given ownership of the boat launch, then we will maintain it but not if the Town is not given ownership.

- 3. Cemetery Maintenance Advertisement:** Supervisor Putman stated that we currently have no one to maintain the cemeteries. We will need to advertise that we are accepting bids. Frank and Dean will compose bid specifications.

Other Business:

County Report – Legislator, Joe Lightfoot reported that he brought COVID supplies over for Morristown. The County received them from the State to be distributed to all municipalities.

The County is looking for RNs for Public Health and Community Services. They are full-time with benefits. The Centers for Disease Control has been given \$1,000,000 for the period of July 2020 to March 2023 to hire nurses for vaccinations, enforce proper mask wearing. They are looking for staffing, to assist with clinical supplies, publications, and training. The county is working on health insurance costs and plans. There was a proposal to purchase a new shredder which shreds license plates which there is no state requirements for disposing them. The staffing for the county has increase to 840 full-time with 30 vacancies. The county Emergency Management Team and DOSS went to Ogdensburg to assist the fire victims. There has been a finalist for the Commissioners position, a background check and references are being done. St. Lawrence County is celebrating it's 223rd anniversary this month of March.

Department Reports:

Highway Department: Dean Hoffman reported that things have been busy with water issues and freeze ups. The hammer was purchased in Syracuse and works well. Sewer has been busy and worst this month. The number of calls were higher than normal. Looking into monitoring the pots and storm drains.

Code Enforcement: Gregg Mallette presented a written report. There is a new house on the River Rd. Possibly a few more homes in the spring. Gregg is re-visiting site violations to cover filed cases and proceeding. Gregg is suggesting a minimum of \$25.00 application fee be charged for Planning Board applicants to cover the legal notices that need to be advertised.

Assessor: A written report was distributed.

Executive Session: At 8:30 pm Supervisor Putman made a motion to go into Executive Session for personnel issues. Councilman Macaulay seconded the motion.

Vote: David VanArnam – Aye, Shawn Macaulay – Aye, Chris Coffin – Aye, Frank Putman - Aye.

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Executive Session ended at 9:06 pm with no action taken.

Adjournment: The meeting was adjourned upon motion at 9:07 pm.

Minutes prepared and respectfully submitted by:
Jill Sullivan, Town Clerk
March 8, 2022