

**REGULAR BOARD MEETING  
@ The Russell Town Hall @ 6:00pm  
08/20/2024**

**PRESENT:**

Supervisor Matthews  
Councilor Burnham  
Councilor Beachard  
Councilor Rowe  
Councilor Kerr  
Highway Superintendent Meilleur  
Town Clerk Darcie Cross

**GUESTS:**

Morris Jeffries  
Larry Denesha  
Robert Knox  
Connie Bessette  
Karen LaPoint  
Samantha Willard  
Shelley Grimshaw  
Tammy Mackin  
Steve Mackin  
Anthony Cross

The meeting was called to order at 6:02 pm by Supervisor Matthews

**PUBLIC DISCUSSION:**

- Morris Jeffries stated flags need to be replaced, that they are in bad shape. Supervisor Matthews said they will address the issue. He also questioned when the ballfield would be done. Supervisor Matthews explained that they needed to purchase the remaining supplies from another vender as the previous vender did not provide all that was purchased and that the storm had set back any work that was planned to be done. Councilor Kerr suggested to bid the work out. The board will assess what work needs to be done & materials needed.
- Shelley Grimshaw spoke about her committee planning a special Halloween weekend for October 25<sup>th</sup>, 26<sup>th</sup> & 27<sup>th</sup>. They are looking for permission to take a small group tour of the cemetery by the old school and will need roadways blocked off for about 15 minutes for a small parade on Sunday October 27<sup>th</sup>. Supervisor Matthews informed them they needed definite date and time so he can submit to the county for permission.
- Connie Bessette had questions on the town Celebrations Fund. The board informed her it is for flag replacement, flagpole replacement, decorations, replacement decorations, flowers, & budgeted town festivities. She stated she had asked a member of the Town for a \$25.00 sponsor/donation for the Enrichment Group, and she was told they would look into it and get back to her. She was then told it couldn't be done. She also questioned why the Enrichment Group had not received any of the Celebrations Funds for their activities. The council explained that the Celebrations Fund is budgeted the year before and that everything needs to be brought to the board, not one board member, to

decide on. She also questioned how many flowers were purchased and how much the town spent on them. There was a suggestion of purchasing hometown hero banners in place of flowers as they probably wouldn't be as much as the cost of the flowers and the upkeep of them.

**ACCEPTANCE OF THE MINUTES:**

A motion was made by Councilor Rowe Seconded by Councilor Burnham to accept the minutes from 6/18/24 as presented by the Town Clerk

Ayes - 5            Rowe, Matthews, Beachard, Burnham, Kerr  
 Nays - 0  
 Motion carried.

**TOWN CLERK REPORT: 8-20-2024**

July 2024 Report:

9 dog licenses	36.00
Hunting licenses commission	10.35
0 Marriage License Comm	.00
1 Certified copies	10.00
1 Building Permits	25.00
0 Impoundment fees	.00
0 donation for community room	.00
Fax and copy money	.00
<b>Total Revenue to Supervisor</b>	<b>\$81.35</b>
<u>Disbursed amounts:</u>	
Ag & Market (spay, neuter program)	9.00
NYS Department of Health	.00
DECALS (Sweep)	789.65
	<b>798.65</b>
<b>Total Disbursed</b>	<b>\$880.00</b>

A motion was made by Councilor Burnham and seconded by Councilor Kerr to accept the Clerk Report as presented.

Ayes - 5            Rowe, Matthews, Beachard, Burnham, Kerr  
 Nays - 0  
 Motion carried.

**BALL FIELD COMMITTEE: None**

**SUPERVISORS REPORT:**

Supervisor's Report  
August 20, 2024

1- Financial Report

-Details of all income and expense transactions have been filed with the town clerk.  
-Account balances as of August 20, 2024, for the general fund, highway fund, capital improvement fund, and street light fund have been filed with the town clerk.

I got Lowes payment processed for just the materials that they delivered. I checked with Pete to let him know that upon his free time he could use what's there. I am hoping to see this done before snowfall, although the weather has caused a delay, and other projects take precedent.

I am prepping to get the budget started, I'm waiting on our 2023 report. I have a call into Jon.

I would like to purpose an estimate on the Library Roof, as for the combination of the last two weather events have caused damage, we may be able to apply for a grant for the project in the coming year.

Dereck C Matthews  
Town Supervisor

- Supervisor Matthews spoke to Lucas Manning about USDA grants for Rural Development for estimates for library roof. Work wouldn't be done until next year.

A motion was made by Councilor Kerr and seconded by Councilor Rowe accepting the supervisor's report.

Ayes - 5            Rowe, Matthews, Beachard, Burnham, Kerr

Nays - 0

Motion carried.

**LEGISLATURE REPORT:** Larry Denesha

- Would like to recognize all the Town Highway departments, County Highway departments, Fire departments, EMS departments, for all their help during the recent storm with the flooding. There were towns that weren't affected, or not as affected, by flooding helping other towns. Everyone pulled together.

- NYS Department of Financial Services help line available for Homeowners & Small Business number is 1-800-339-1759. There are \$50,000.00 grants.
- Passed a Resolution urging Governor Hochul to veto NYS Assembly bill A2882 & NYS Senate bill S6649. Imposes criminal liability for mandated signage. They are to impose signs that firearm dealers will need to display in their shops inside and out. If signs are not posted, they will be fined at least \$1,000.00 or 15 days in county jail.
- Passed a Resolution adopting the Workers Compensation Self Insurance portion for 2025, Town of Russell's for 2024 is \$28,251.00, in 2025 is going up to \$37,556.00, going up by \$9,305.00.
- Appointed a new Director of Public Health Erin Strife, started in August. She recently spoke about the Triple EEE virus (Eastern Equine Encephalitis), which we have had 5 horses infected within St Lawrence County. This virus can be passed to humans. Since 2011 in NYS there were 11 reported cases in which 9 people had died and the other 2 had brain damage and never fully recovered. This virus is contracted from mosquitos. Soil & Water, by Coakleys in Canton, are giving away mosquito pucks for yards wherever you have standing water.
- County & State met the threshold for FEMA. We are eligible.

A motion was made by Councilor Burnham and seconded by Councilor Beachard to accept the legislature report as presented.

Ayes - 5            Rowe, Matthews, Beachard, Burnham, Kerr  
 Nays - 0  
 Motion carried.

### **FIRE DEPARTMENT REPORT:**

**Russell:** Robert Knox

- Russell Fest had a good turnout.
- Election Dinner November 5<sup>th</sup> chicken & biscuits 4pm-7pm
- On December 7<sup>th</sup> there will be a chicken BBQ & Christmas tree sale 12pm-4pm.
- The Fire Department Christmas Party is December 21<sup>st</sup>.

A motion was made by Councilor Rowe and seconded by Councilor Kerr to accept the Russell Fire Department report as presented.

Ayes - 5            Rowe, Matthews, Beachard, Burnham, Kerr  
 Nays - 0  
 Motion carried.

**DeGrasse:** None

**HIGHWAY SUPERINTENDENT REPORT:** Richard Meilleur**Highway Report**

We have been busy with all the damage from the storm. We had over 45 locations with major damage to all our roads except the Town Line Road and Cassiddy Road. We had help from the Town of Waddington and the Town of Lisbon. I would like to give Mike Beldock and his men from Lisbon and Dave Putney and his crew from Waddington a huge thank you. Without their trucks and equipment, we would not have been able to open our roads as fast as we did. I would also like to thank J. E. Sheehan, Frank Mackin and Wayne French for staying open and providing gravel so we could get roads open. They worked late nights and Sunday to help us.

I have done an initial assessment for our damaged roads and bridges to submit to FEMA, \$612,475.00 to our roads and \$975,000.00 to our bridges that we own. The county owns all other bridges. The total initial estimate of all damages is \$1,587,475.00. I would also like to thank the Highway Crew for an impressive job during and after the storm. We still have a lot of work to do before winter, but I am confident our crew will get it done.

Richard Meilleur  
Highway Superintendent

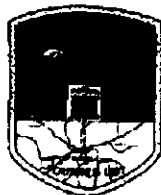
- Submission to DOT Estimating & Engineering
- Cutting paving jobs in half.
- Prioritizing roads for busses for the next 2 weeks.
- Explained that CHIPS will rollover but will cost more next year, double for paving crews per day.

A motion was made by Councilor Burnham and seconded by Councilor Kerr to accept report as presented.

Ayes – 5            Rowe, Matthews, Beachard, Burnham, Kerr  
Nays – 0  
Motion carried.

**HIGHWAY COMMITTEE REPORT:** None

Town of Russell  
P.O. Box 628 \* Russell N.Y. 13684  
Phone# (315) 347-2358 \* Fax # (315) 347-4244



Audit Committee Report  
August 20, 2024  
audit

Dereck C Matthews  
Sandra Burnham

	Voucher	Total
General	187-208	\$15,405.75
Highway	122-138	\$32,284.98
Capital Improvement	08	\$2,096.37
Streetlights	08	\$820.66

**RESOLUTION: #50** Audit Report- Dereck Matthews & Sandra Burnham

A motion was made by Councilor Beachard and seconded by Councilor Kerr to authorize paying the following bills.

Ayes - 5            Rowe, Matthews, Beachard, Burnham, Kerr

Nays - 0

Motion carried.

**OLD BUSINESS:**

- The AED's have arrived. The Town Hall's has been placed on the back of the door of the Town Clerk's office in the hallway for access afterhours.
- Schedule Public Hearing for adding additional ATV roads.

**Resolution: #51** Public Hearing for ATV Roads

A motion was made by Councilor Burnham and seconded by Councilor Rowe to hold a public meeting at 5:30pm on September 17, 2024, for the amendment to Local Law #1 of 2024 to add additional ATV roads.

The following Town roads, or the indicated portions thereof, are hereby designated as open to travel by ATVs:

<b>Road</b>	<b>Length</b>	<b>Description</b>
Dutton Road	2.07 Miles	County Route 27 to County Route 25
West Road	3.33 Miles	County Route 25 to Pyrites-Russell Road
Russell-Pyrites Road	2.00 Miles	West Road to County Route 24
Pestle Street Road	3.49 Miles	Lazy River Road to County Route 24
Lazy River Road	2.56 Miles	Pestle Street Road to Hermon Town Line
McCarthy Road	0.60 Miles	To Silver Hill Road
Silver Hill Road	1.3 Miles	To County Route 17
Dana Hill Road	2.5 Miles	Beginning at County Route 17

Ayes - 5            Rowe, Matthews, Beachard, Burnham, Kerr

Nays - 0

Motion carried.

- Monument in Balsam Cemetery and monument outside of Town Clerk's office is now on the docket for work to be done and cleaning with Witherbee and Whalen. The monument outside of the Town Clerk's office has been cleaned.
- Resolution for changes in building permits.

**Resolution: #52** Building Permit price changes.

A motion was made by Councilor Burnham and seconded by Councilor Beachard to go forward with pricing change of the Solar and Commercial building permits, leaving residential at \$25.00. The changes are per Code Enforcer Russell Lawrence and the Town Board.

**TOWN OF RUSSELL BUILDING CODE FEES**

**Adopted: July 16, 2024**

**Fees for permits on new construction (prior to start of project) are as follows:**

Typical residential home up to 2,000 Sq. ft.	\$ 0.15 per Sq. Ft.
Typical residential home above 2001 Sq. ft.	\$ 0.18 per Sq. Ft.
Residential garage or commercial garage	\$ 0.04 per Sq. Ft.
Non-typical residential home <i>(e.g. no wiring, no plumbing, no central heating)</i>	\$ 0.09 per Sq. Ft.
Minimum Building Permit Fee	\$ 25.00
Commercial Construction	\$ 2.50 per \$1,000 up to \$100,000 \$ 3.75 per \$1,000 > \$100,000
Residential Solar	\$ 15.00 per Kw (ac)
Commercial Solar	\$12,500 per Mw (ac)
Energy Storage	\$12,500 per Kw (ac) \$ 30.00 per Unit
<b>Fire Inspection Fees</b>	\$ 50.00 per Hr.

**Administrative/Investigative Research Fee**

**Fees for permits on new construction (after start of project) are as follows:**

Typical residential home up to 2,000 Sq. ft.	\$ 0.30 per Sq. Ft.
Typical residential home above 2001 Sq. ft.	\$ 0.36 per Sq. Ft.
Residential garage or commercial garage	\$ 0.08 per Sq. Ft.
Non-typical residential home <i>(e.g. no wiring, no plumbing no central heating)</i>	\$ 0.18 per Sq. Ft.
Minimum Building Permit Fee	\$ 60.00
Commercial Construction	\$ 5.00 per \$1,000 up to \$100,000 \$ 7.50 per \$1,000 > \$100,000
Residential Solar	\$ 30.00 per Kw (ac)
Commercial Solar	\$25,000 per Mw (ac)
Energy Storage	\$25,000 per Kw (ac)

Ayes - 5            Rowe, Matthews, Beachard, Burnham, Kerr  
 Nays - 0  
 Motion carried.



Entered Executive Session regarding personnel @7:21pm

A motion was made by Councilor Burnham and seconded by Councilor Kerr.

Exited Executive Session @ 7:39pm

A motion was made by Councilor Burnham and seconded by Councilor Beachard.

**NEW BUSINESS:**

- I, Darcie Cross, asked if it would be okay if I had Tess come in to help me with FEMA paperwork when it starts coming in. The board members said it would be okay.
- Supervisor Matthews is calling NTC tomorrow for last invoices and he will be getting list together of items still needed for work at ballfield to advertise for bids.

A motion was made by Councilor Burnham and seconded by Councilor Rowe to adjourn the meeting @ 8:03 pm

All were in favor.

Motion carried.

Respectfully submitted by  
Darcie Cross - Russell Town Clerk