

**Town of Russell Public Hearing for adding additional ATV Roads  
@ The Russell Town Hall @ 5:30pm  
09/17/2024**

**PRESENT:**

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

**GUESTS:**

Morris Jeffries  
 Roxanne Vaughan  
 Robert Knox  
 Connie Bessette  
 Trudy Hendrickson  
 Scott Cardinell  
 Katherine Meilleur  
 Dennis Griffin  
 Bradley Griffin  
 Penny Griffin  
 Anthony Cross

The meeting was called to order at 5:32 pm by Supervisor Matthews.

**PUBLIC DISCUSSION:**

- Supervisor Matthews explained the amendment of what roads were being added.
- There were no questions or comments from the public.

**Resolution: #53** Amendment for Local Law #1 of 2024 ATV Roads

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

A motion was made by Councilor Burnham and seconded by Councilor Rowe to adjourn the meeting @ 6:00 pm

All were in favor.  
Motion carried.

Respectfully submitted by  
Darcie Cross - Russell Town Clerk

**REGULAR BOARD MEETING  
@ The Russell Town Hall @ 6:00pm  
09/17/2024**

**PRESENT:**

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

**GUESTS:**

Morris Jeffries  
Roxanne Vaughan  
Robert Knox  
Connie Bessette  
Trudy Hendrickson  
Scott Cardinell  
Katherine Meilleur  
Dennis Griffin  
Bradley Griffin  
Penny Griffin  
Anthony Cross

The meeting was called to order at 6:00 pm by Supervisor Matthews.

**PUBLIC DISCUSSION:**

- Questions were brought up about the building that the Enrichment group has on private property.
- Discussed the Enrichment group items that are taken in for donation that are piled in and all around inside of the library that has been addressed for the past months at meetings. The board is just frustrated that the problem is still happening and not being taken care of.
- It was suggested that the Enrichment group hold a public hearing on library and Enrichment building discussions as the same problems are brought up at every monthly meeting.
- The town flags were discussed. It was explained that the previous order of flags was a different style (heritage, deeper colors) and could not be reordered due to no longer available, replacements that were recently purchased are a newer style with more vibrant colors. Community wants the town to purchase flags that are made in USA.
- Discussion on late fees on some of our bills, if new bank options were looked into for town banking, why last years audit hasn't been done and departments need forms for new budget.

**ACCEPTANCE OF THE MINUTES:**

A motion was made by Councilor Beachard Seconded by Councilor Kerr to accept the minutes from 8/20/24 as presented by the Town Clerk.

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

Nays - 0  
 Motion carried.

**TOWN CLERK REPORT: 9-17-2024**

August 2024 Report:

10 dog licenses	46.00
Hunting licenses commission	115.37
1 Marriage License Comm	7.50
5 Certified copies	50.00
3 Building Permits	75.00
0 Impoundment fees	.00
0 donation for community room	.00
Fax and copy money	.00
<b>Total Revenue to Supervisor</b>	<b>\$293.87</b>

Disbursed amounts:

Ag & Market (spay, neuter program)	12.00
NYS Department of Health	22.50
DECALS (Sweep)	<u>1,975.63</u>
	<b>2,010.13</b>

**Total Disbursed** **\$2,304.00**

A motion was made by Councilor Burnham and seconded by Councilor Rowe 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  
 September 17, 2024**

1- Financial Report

- Details of all income and expense transactions have been filed with the town clerk.
- Account balances as of September 17, 2024, for the general fund, highway fund,

capital improvement fund, and street light fund have been filed with the town clerk.

I have contacted the heads of all administrative units for estimates for 2025 budget.

I drove around and checked condition of flags and found 4 in DeGrasse and 2 in Russell in definite need of replacement, I checked with Darcie about getting new ones, of better quality.

I talked briefly with Pete about flower situation. Would like to look at a different option for the upcoming year being budget time.

- Decrease flowers and looking into banners, school banners and veteran banners.

The Tentative Budget is getting close, if I haven't heard yet I am going off last year for other departments, temporarily.

- Discussed reasons for transferring money to and from accts.

Budget modification, leave \$3,200 in DA5130.4 Machinery.

**RESOLUTION: #54      For Budget Modifications**

Motion made by Councilor Kerr seconded by Councilor Beachard to authorize the Supervisor to do the following Budget Modifications:

Budget modification, Move \$50,000 from DA600 Reserve, to DA5130.2

Equipment

Budget modification, Move \$10,231 from DA600 Reserve, to DA5130.2

Equipment

Budget modification, Move \$10,000 from DA600 Reserve to DA5130.2

Equipment

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

Nays - 0

Dereck C Matthews  
Town Supervisor

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

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

**LEGISLATURE REPORT:** none

**FIRE DEPARTMENT REPORT:**

**Russell:** Scott Cardinell

- Update on main engine that is down, pump went up. Pump is in and they are aiming for Friday pump test. Hopefully engine is back in service next week.
- E93 rescue truck pump went up, being worked on and hopefully back in service by Friday of this week.
- Tanker blew a tire, needed to be replaced.
- October 26<sup>th</sup> Craft Fair at the Firehall.
- October 27<sup>th</sup> Trunk & Treat, the Fire Department will cook hot dogs & hamburgers down at the ballfield.
- November 5<sup>th</sup> Election Dinner chicken & biscuits, coleslaw & roll at the Fire Station.
- Dec 7<sup>th</sup> Chicken BBQ & Christmas Tree Sale at the Fire Station.
- Dec 14<sup>th</sup> Santa Day at the Fire Station.
- Dec 21<sup>st</sup> Fire Departments End of Year Annual Dinner at the Fire Station.

A motion was made by Councilor Beachard 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 completed our major paving projects for this year. They are Hewlett Rd 2 miles of type 6 asphalt 1" shim plus 1.5" of Top and Marshville Rd .65 miles of type 6 asphalt 1" shim plus 1.5" of Top. We paved 2.65 miles in 3 days. We are finishing up our shoulders on our paving projects this week. Then we have to grade and pave all the areas that were damaged from the storm. Mostly hand work for asphalt but a couple of the larger areas I am trying to work with the County to get them paved with the paver. If they can't, we will have to put down blacktop with the grader to get it done. We have graded and fixed all the dirt roads that were in bad shape. All roads are open at this point, and I think we should get most of the wash outs paved in the next month if the weather holds out for us. I would like to thank the men for a very productive month and their continuing efforts to fix the roads after the storm.

Richard Meilleur  
Highway Superintendent

- Was contacted by Department of Homeland Security about FEMA this afternoon. We will be receiving emails from them soon on what information will be needed to proceed for funding on the first storm in July that came through. Was suggested an engineer for bridges. May have to BOND for money. Reimbursement should be 75% back from Government and 12% back from State for total of 87% but could take up to 3 years. Will relay information to all board members.

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:** Doug Beachard**Highway Committee Meeting Report**

## Discussions

1. Storm damage from storm on 8/9/24. State to get a date for next step for FEMA. Rich called Matt Denner. He said he will email the clerk and the supervisor when they have a date set.

2. Money Spent for storm damage to date is \$190,174.73 plus pipes and gravel that we already had in stock, roughly \$9,500.00 used stock material. We are going to need approximately 300 tons of asphalt at \$58.00/ton \$17,400.00 and 600 tons of crushed stone at \$10.50/ton = \$6,300.00 and roller that we rented during storm \$8,500.00. For a rough estimate of \$32,200.00. To finish up the storm damage work for this year and make all our roads safe to plow before winter. We will also have to replace some pipes and headwalls next year.

Storm already spent =	\$190,174.73
Estimate to finish just to get roads ready to plow	<u>\$32,200.00</u>
Total	\$222,374.73

3. CHIPS spent
 

Materials (Type 6 and stone)	\$286,458.46
SLC paving (no bill yet)	<u>\$20,000.00</u>
Total	\$306,458.46

Spent to date CHIPS + Storm = \$496,633.19

CHIPS allotment 2024 is \$524,519.69. Payment schedule for CHIPS all paperwork done by 11/6/24. Need returned checks ASAP!!! Payment date 12/18/24.

4. House on end of Colton Rd sold and will be year-round residence next spring. Will need to do major road work to make it year-round road. Approximately 1 mile of road!! With snowplow and bus turnaround at end.
5. Audit and fund balance are things being done correctly in the supervisor's office as far as balance sheets don't show all balances such as DA5130.2 Capital Equipment acct and DA5130.3 New Plow Truck Capital acct. Has not been on monthly balance sheets since January 1, 2024. We need accurate information each month so we all can see what is going on in all departments and less confusion over what is getting moved to and from accounts. In the end, we have to follow Municipal Law and do our jobs.

Councilor Doug Beachard  
 Councilor Charlie Kerr  
 Highway Superintendent Richard Meilleur

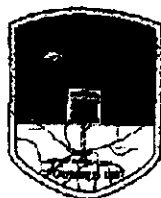
A motion was made by Councilor Burnham and seconded by Councilor Kerr to accept report as presented.



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

**AUDIT REPORT:**

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



Audit Committee Report  
September 17, 2024  
audit

Dereck C Matthews  
Sandra Burnham

	Vouchers	Total
General	209-232	\$44,093.48
Highway	139-153	\$151,978.38
Capital Improvement	08	\$251,681.11
Street Lights	09	\$829.78
Storm Damage	233-235	\$190,174.73

- Discussed paying a \$20,000.00 CHIPS bill that we just received after audit was done to pay prior due to timeframe for CHIPS reimbursement.

**RESOLUTION: #55** Audit Report- Dereck Matthews & Sandra Burnham

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

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

**RESOLUTION: #56** To Apply for a Bond Anticipation Note of \$250,000.00 for Repairs to the Town Infrastructure due to Storm Damage.

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

Therefore, the Town Board agrees to seek a BAN for repairs due to the July & August 2024 storm damage, anticipating future reimbursement for such repairs. The Town Lawyer will draw up the legal paperwork for the BAN.

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

**OLD BUSINESS:**

- Supervisor Matthews discussed flags and banners. Decreasing flowers & maintenance and look into banners. One of the other towns has senior class banners and veteran banners. The senior class banners were provided by their school and the veteran banners were provided by their local AMVETS. Connie suggested fundraising for banners. We may have a list of veterans; we will look into. Supervisor Matthews would like to stay with military branch flags (Army, Navy, Air Force, Marines, etc.) and not personalized. Possibly smaller flower baskets which would be less maintenance, care for every other day not every day.
- Discussed the monument at the cemetery if it had been repaired. We have not heard from Witherbee & Whalen if work has begun, but the work order was on their docket, and we have not received a bill for it yet.
- Discussed the new stairs and treating them with concrete sealer.

**NEW BUSINESS:** none

A motion was made by Councilor Beachard and seconded by Councilor Kerr to adjourn the meeting @ 8:28 pm

All were in favor.  
Motion carried.

Respectfully submitted by  
Darcie Cross - Russell Town Clerk