

**REGULAR BOARD MEETING  
@ The Russell Town Hall @ 6:00pm  
7/15/2025**

**BOARD:**

Supervisor Matthews - Present  
Councilor Burnham - Present  
Councilor Kerr - Absent  
Councilor Beachard – Present  
Councilor Rowe – Present  
Highway Superintendent Meilleur - Present  
Town Clerk Darcie Cross – Present

**GUESTS:**

Anthony Cross  
Larry Denesha  
Robert Knox  
Roxanne Vaughn  
Connie Bessette  
Arlena Dafoe

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

**PUBLIC DISCUSSION:**

- Discussed placing foster care yard signs on the corner by the gazebo and library. The board said it was okay.

**ACCEPTANCE OF THE MINUTES:**

A motion was made by Councilor Beachard Seconded by Councilor Burnham to accept the minutes from 6/17/25 as presented by the Town Clerk.

Ayes - 4            Matthews, Burnham, Beachard, Rowe  
Nays - 0  
Motion carried.

**TOWN CLERK REPORT:** 7-15-2025

June 2025 Report:	
Hunting license commission	11.06
2 Marriage License Comm	15.00
0 One Day Marriage Officiant	.00
3 Certified copies	30.00
17 dog licenses	80.00
3 Building Permits	75.00
0 Impoundment fees	.00
0 Community room fee	.00
Fax and copy money	.00
<b>Total Revenue to Supervisor</b>	<b>\$211.06</b>

Disbursed amounts:

Ag & Market (spay, neuter program)	21.00
NYS Department of Health	45.00
DECALS (Sweep)	<u>188.94</u>
<b>Total To State</b>	<b>\$254.94</b>
<b>Total Disbursed</b>	<b>\$466.00</b>

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

Ayes - 4            Matthews, Burnham, Beachard, Rowe  
Nays - 0  
Motion carried.

**BALL FIELD COMMITTEE:** None

**SUPERVISORS REPORT:**

**Supervisor's Report  
July 15, 2025**

1- Financial Report

-Details of all income and expense transactions have been filed with the town clerk.

-Account balances as of July 15, 2025, for the general fund, highway fund, capital improvement fund, and streetlight fund have been filed with the town clerk.

Transfer \$1,000 from A1990.4 Contingent Account to A6510.4 Veterans Service, for use to help start Veterans memorial wall project.

Transfer \$246,629.75 from general fund account to Capital Improvement fund for CHIPS projects.

I spoke with the attorney on the bricks credit card to get a clearer verification, he has written his assessment.

I spoke with the attorney getting a "Hold Harmless agreement" for us for the town of Hermon. He is assessing theirs and working one up.

I spoke with the attorney about purchase orders so workers can get parts or work boots tax free. He advised that we can make one up as needed on our letterhead, noted for specific purchase.

Dereck C Matthews  
Town Supervisor

**RESOLUTION: # 53      Budget Modification to Transfer \$1,000 from A1990.4 Contingent Account to A6510.4 Veterans Service**

A motion was made by Councilor Burnham and seconded by Councilor Beachard to authorize Supervisor Matthews to transfer \$1,000 from A1990.4 Contingent Account to A6510.4 Veterans Service, for use to help start Veterans memorial wall project.

Ayes - 4            Matthews, Beachard, Burnham, Rowe  
Nays - 0  
Motion carried.

**RESOLUTION: # 54      Budget Modification to Transfer \$246,629.75 from general fund account to Capital Improvement fund for CHIPS projects.**

A motion was made by Councilor Burnham and seconded by Councilor Beachard to authorize Supervisor Matthews to transfer \$246,629.75 from general fund account to Capital Improvement fund for CHIPS projects.

Ayes - 4            Matthews, Beachard, Burnham, Rowe  
Nays - 0  
Motion carried.

**RESOLUTION: # 55      To Set up a Donor site with the Bricks R Us Inc Account for Credit Card Orders on Individual Brick Purchases for the Veteran's Wall Project.**

A motion was made by Councilor Burnham and Seconded by Councilor Beachard to approve Supervisor Matthews to set up a donor site account with Bricks R Us Inc for the ability for donors to pay by credit card for the purchase of individual brick orders for the Veteran's Wall Project. Bricks R Us will transmit all the money collected via credit card payments except for the credit processing fee and a transaction fee, every \$100.00 brick donated/purchased the town will receive all but \$4.03.

Ayes - 4            Matthews, Beachard, Burnham, Rowe  
Nays - 0  
Motion carried.

**RESOLUTION: # 56      **To Reimburse Sales Tax for Emergency Town Purchases.****

A motion was made by Councilor Rowe and seconded by Councilor Beachard to authorize Supervisor Matthews to reimburse taxes for emergency Town purchases.

Therefore, the Board has given Supervisor Matthews authorization to reimburse Pete Burnham the taxes on the purchase of the pump for the water truck.

Ayes - 4              Matthews, Beachard, Burnham, Rowe

Nays - 0

Motion carried.

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

Ayes - 4              Matthews, Beachard, Burnham, Rowe

Nays - 0

Motion carried.

**LEGISLATURE REPORT: Larry Denesha**

- Discussed daycare funding through DSS and the income limits. The State has broadened the income requirements so there are more people eligible, but the County has run out of funds effective June 30, 2025. On October 1, 2025 there will be additional funding but from the looks of the budget it will be the same amount as before so they will still be underfunded. Any new applications will be denied but old applicants will still keep their funding. If this continues some day care centers may have to close or families may have to have one parent stay home with kids. Currently 79 families are impacted and in October 115 families will be impacted. The 2025-2026 NYS Budget the Governor has allocated \$50 million for indigent defense, people who cannot afford attorneys, and illegal immigrants are included.
- Passed a Resolution calling upon NYS Department of Corrections to transfer all post sentence state ready inmates housed in the County Correctional facilities urging rate increases for inmates as it's been the same since 2008. There are 2,500 statewide state ready inmates still in the County Correctional facilities. The cost of housing these inmates is being placed on the tax payers.
- St Lawrence County Highway update. Have paved an additional 10 miles in 2022, an additional 10 miles in 2023, an additional 44 miles in 2024 & an additional 36 miles this year.
- Discussed establishment of the 2015 fund balance policy as there was no fund balance. State Comptroller recommended 15% fund balance, 15% of adopted budget.
- Discussion of non-citizens in the country working & paying taxes, contributing to society in which they have visas or green cards.

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

Ayes - 4            Matthews, Beachard, Burnham, Rowe  
Nays - 0  
Motion carried.

**FIRE DEPARTMENT REPORTS**

**Russell:** Robert Knox

- Russell Fest is this weekend and he has tickets to sell.

A motion was made by Councilor Burnham and seconded by Councilor Rowe to accept the Fire Department Report as presented.

**DeGrasse:** NONE

**HIGHWAY SUPERINTENDENT REPORT:** Richard Meilleur

**Highway Report**

**7/15/2025**

We have been busy with our paving projects. Lazy River Road and Dutton Road are completely paved, and we are hauling gravel this week for shoulders on these two roads.

Hill Road is reprofiled with 3" crushed stone and the first course of asphalt is done. We will be topping Hill Road in the next 3-4 weeks with type 6 hot mix asphalt.

We have also regraded and put calcium chloride on most of our dirt roads; we should have them all done by tomorrow. We have also been mowing roadsides for the second time this year. We have 3 kids from the youth program through the One Stop Career Center. They are doing a good job helping with painting and cleaning up around the Town Barn. They also have been helping with the weed eating and mowing the Town cemeteries.

I would like to thank the men for another safe and productive month.

Thank you,  
Richard Meilleur

Highway Superintendent

- Discussed moving the scrap metal dumpster from the Town Barn to the Pit. If it doesn't work out, they will move it back.

A motion was made by Councilor Burnham and seconded by Councilor Beachard to accept the Highway Superintendent Report as presented.

Ayes - 4            Matthews, Beachard, Burnham, Rowe  
Nays - 0  
Motion carried.

**HIGHWAY COMMITTEE REPORT: NONE**

**AUDIT REPORT:**

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



Audit Committee Report  
July 15, 2025  
Audit

Dereck C Matthews  
Sandra Burnham

	Vouchers	Total
General	172-192	\$14,779.76
Highway	105-116	\$30,597.92
Street Lights	07	\$816.17
Capital Improvement	05-08	\$354,223.57

**RESOLUTION: # 57**

**Audit Report- Dereck Matthews & Sandra Burnham**

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

Ayes - 4            Matthews, Beachard, Burnham, Rowe

Nays - 0

Motion carried.

**OLD BUSINESS:** NONE

**NEW BUSINESS:**

- Discussed accepting payments for Veterans Wall bricks by credit card.
- Discussed the Community Room door being locked for safety reasons when nobody is here.

A motion was made by Councilor Beachard and seconded by Councilor Burnham to adjourn the meeting @ 7:37 pm

All were in favor.

Motion carried.

Respectfully submitted by  
Darcie Cross - Russell Town Clerk