

**Regular Monthly Town of Pierrepont Board Meeting, February 24, 2026  
County of St. Lawrence, State of New York, 864 State Highway 68, Canton, NY 13617**

**Present:**

Jane Powers, Supervisor  
Julian “Olla” Filiatrault, Town Clerk  
Robert Moulton, Highway Superintendent  
Laurie Hance, Assist. to Supervisor

**Councilpersons:** John Glasgow

Shawn Spellacy  
Chad VanBrocklin  
Daniel Manor Jr.

**Dep. Supervisor:** Brad Filiatrault

**Meeting attendees/Public:** Darren Richards – Code Enforcement; James Corbett - Planning Board; Rick Perkins – Legislator; Amy Hunt – Assessor; Katie Rafferty-Historian  
Jamie VanBrocklin; Sue Dean; Connie Hatch-Young; Eric Wright; Nancy Rutledge; Eric Wilcox; Buddy Rouleau

**PUBLIC HEARING FOR ZONING CODE 6:00PM**

- A public hearing was held regarding the Zoning Amendments related to storage uses.
- The floor was opened for public.
- No Public discussion.

**REGULAR MEETING. Called to order.**

Supervisor Powers opened the meeting with the Pledge of Allegiance at 6:31p.m.

**Minutes Approved:**

- **Motion** was made by Shawn Spellacy, seconded by Daniel Manor, Jr. that the minutes of January 29, 2026 as submitted by the Town clerk are approved.

**County Legislators,**

Legislator, Rick Perkins submitted report of February 2026, County Legislature Board Meeting. It is available upon request.

**DEPARTMENT REPORTS:**

**Supervisor, Jane Powers:**

- **Motion** to approve Supervisor’s report for the month of January 2026 made by Shawn Spellacy, seconded by John Glasgow. No discussion. All voted to approve. None opposed. Motion carried unanimously.

**Highway, Bob Moulton:**

- Bob Moulton reported that construction on the new building is progressing despite recent weather conditions. Once the roof is completed, the structure will be enclosed, allowing interior work such as electrical installation to begin.  
He also presented a proposal to selectively clear approximately 30–35 acres behind the town property to expand the storage yard and create a roadway access to County Route 24, while maintaining a tree buffer along the road. Any proceeds from timber removal would be reinvested into gravel and stone to improve the storage area.

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He will prepare and present a list of highway equipment, including ages and a potential replacement schedule, for the Board's review.

Concern was raised regarding the town grader, which is over 40 years old and beginning to experience mechanical issues. Replacement is being considered, with an estimated cost of approximately \$95,000. The Highway Department has reached its seasonal salt allocation and cannot obtain additional supply at this time. Remaining salt will need to be used conservatively, depending on future weather conditions. The Board discussed the process of selling used equipment, noting that equipment is typically sold through online auctions, and the town reserves the right to reject bids that are considered too low.

- **Motion** to allow Superintendent Bob Moulton to put timber removal project at Town garage area, out to bid made by Shawn Spellacy, seconded by Daniel Manor Jr. No discussion. All voted to approve. None opposed. Motion carried unanimously.

**Town Clerk, Olla Filiatrault:**

- Written report submitted. Available for review.  
Revenue paid to Supervisor \$283.78  
TOTAL REVENUE DISPERSED \$ 338.00
- **Motion** to approve Town Clerk's report for the month of January 2026 made by John Glasgow, seconded by Chad VanBrocklin. No discussion. All voted to approve. None opposed. Motion carried unanimously.

**Code Enforcement, Darren Richards reported:**

- 1 Building permit issued with the total \$25.00 collected.
- Code Officer Richards reported that Scott Hazen contacted him regarding concerns about the future of the Hazen water system, as the current operator is aging and would like to relinquish responsibility. He is reviewing options with the Department of Health and DEC to determine whether another entity could take over the system, as individual wells may not be feasible due to small lot sizes and septic proximity. Failure of the system could impact the subdivision and the Town's tax base, so the matter is being reviewed proactively.  
The Code Enforcement Officer also reported resolving septic issues on Plains Road and addressing ongoing septic failures at Scott's Trailer Park. Several trailers required emergency repairs, including installation of a new septic tank and lines. Additional repairs are pending while payment issues with the property owner are being resolved.
- **Motion** to approve Code Enforcement's report for the month of February made by Daniel Manor Jr., seconded by John Glasgow. No discussion. All voted to approve. None opposed. Motion carried unanimously.

**Assessor, Amy Hunt:**

- Amy Hunt reported that they are currently working with the state regarding the new equalization rate. The town's current equalization rate is 64%, while the state initially calculated it at 57%. A request was submitted to adjust the rate to 60%, based on the allowable 5% buffer, which calculated to 59.87% and was rounded to 60%.  
The state questioned the rounding, so the request was resubmitted at 59.9%, which should fall within the acceptable range. The Assessor is waiting to see if the state will accept the revised submission. The assessor also reviewed and certified the state land information that was sent by the state. She stated that New York State recently passed a law allowing veterans who are considered 100% service-connected disabled to receive the full 100% exemption. Currently, if the paperwork lists an 80% disability

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rating, the Town can only grant the 80% exemption. Once the State gives official authorization to implement the new law, the Town will be able to grant the full 100% exemption, which will increase the benefit for those veterans.

### **Planning Board Report,**

James Corbett reported that no business meeting has been held recently.

### **Courtesy of The Floor:**

- **Sue Dean**, Town resident submitted a letter to the Board representing: the Veterans Wall, Pierrepont and Cooks Corners Community Clubs; Free Church, Beech Plains Church, Pierrepont Players, local business, cemeteries, Fire Departments, Ladies Auxiliary, interest residents, Town Historian, Town Supervisor, Deputy Supervisor and a Councilman regarding a celebration for the 250<sup>th</sup> birthday of the USA and the 200<sup>th</sup> birthday of the Pierrepont Schoolhouse. They wanted to promote other events taking place in the Pierrepont Community. Events will take place over three months, ending with a celebration on August 14th, 15th, or 16th. When the dates and details are confirmed, a calendar booklet will be published. The committee has applied for a \$500 grant from the County Board of Legislators. Sue Dean also expressed her appreciation to Brad Filiatrault and Jane Powers for their assistance in filing the grant application.

Dep. Supervisor Brad Filiatrault previously mentioned idea of forming an ad hoc committee for the 250th celebration. Since then, Sue and others have already begun planning and are actively involved in organizing the event. Because of this progress, the board felt that forming a separate committee may not be necessary, although anyone interested is welcome to contribute.

It was suggested that the town consider purchasing a new flag and holding a commemorative flag-raising ceremony in honor of the 250th celebration.

Dep. Supervisor Brad Filiatrault also spoke regarding **Town Hall Use Policy**. The board also noted that details will need to be worked out regarding the use of the Town Hall. Because the building serves as both an office and a courtroom, there are policies governing the use of town facilities. These policies generally allow nonprofit organizations to use the building during regular business hours due to security concerns, technology in the building, and past experiences. The board may consider making an exception or adjustment for this event due to its positive nature, but that decision will ultimately be made by the board.

Brad Filiatrault stated that the Town had not received the county information regarding the grant in the office records. However, the information was received through Sue and submitted shortly afterward, even though the deadline had passed. The application was sent to the County Board of Legislators, with Jim Reagan overseeing the process. The board expressed appreciation for the submission and asked that a good word be put in for the town if possible.

- **Buddy Rouleau**, Town Resident raised safety concerns about the three-way stop on River Road and Caser Lane. Although stop signs were installed (likely mandated by the county), many drivers do not stop because they were used to the intersection not having stop signs for many years. The situation is considered dangerous, especially in the summer when drivers turning from Browns Bridge face direct

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sunlight, making visibility worse. There have already been near-miss incidents involving vehicles and a bicyclist, and residents worry that someone could eventually be seriously hurt and snowbanks making visibility and backing out difficult, and the general attitude among some drivers who say they have never stopped there and do not plan to.

**Several possible solutions were discussed:**

- Installing LED or solar-powered stop signs to increase visibility.
- Adding flags or flashing lights to the stop signs.
- Requesting law enforcement patrols and ticketing to encourage drivers to stop.
- Continuing to look into costs and other traffic-control options.

**Overall, the discussion focused on the dangerous driving behavior at the intersection and potential measures to improve compliance and safety.**

**NEW BUSINESS:**

- Dep. Supervisor Brad Filiatrault explained that the board previously discussed creating committees at the January meeting and is now presenting a formal resolution for adoption. The proposal was reviewed with the Town Attorney, Henry Leader, who confirmed that it meets legal requirements. The committees would serve in an advisory and fact-finding role only, meaning they cannot spend money or make binding decisions for the board. Their purpose is to research issues and gather information ahead of time, so the board is not forced to rush decisions at the last minute. The resolution establishes standing committees, which would continue until the board votes to dissolve them. To avoid being subject to Open Meetings Law, the committees cannot include a quorum of the board with a five-member board, no more than two board members may serve on a committee at the same time. The proposal also includes an ad hoc committee, which would be temporary and created for a specific task, such as contract negotiations. Copies of the resolutions were emailed to board members in advance for review. Committee members are typically appointed by the supervisor, but the suggestion is that board members discuss their interests and availability to determine who will serve on each committee and share the workload.

**Motion to approve Res. No.04-2026: Resolution Establishing the Town of Pierrepont Annual Town Budget Standing Advisory Committee** made by Shawn Spellacy, seconded by Daniel Manor Jr. No discussion. All voted to approve. None opposed. Motion carried unanimously.

**ROLL CALL VOTE**

**Supervisor Powers: aye**

**Councilman Glasgow: aye**

**Councilman Spellacy: aye**

**Councilman VanBrocklin: aye**

**Councilman Daniel Manor Jr.: aye**

**A roll call vote was conducted during the meeting, resulting in 5 affirmative votes and 0 negative votes.**

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- The resolution outlines that the committee will assist the Town Board and the Supervisor’s office in reviewing town policies to ensure they are current, legally compliant, and updated as circumstances change. The committee will address outdated policies, such as the Town Hall Use Policy, and recommend necessary updates. The committee is not required to meet every month and may adjust its meeting schedule if needed. It is proposed that the committee meet **once every three months**.

**Motion to approve Res. No.05-2026: Resolution Establishing the Town of Pierrepont Policies and Procedures Standing Advisory Committee** made by John Glasgow seconded by Chad VanBrocklin. No discussion. All voted to approve. None opposed. Motion carried unanimously.

**ROLL CALL VOTE**

- Supervisor Powers: aye
- Councilman Glasgow: aye
- Councilman Spellacy: aye
- Councilman VanBrocklin: aye
- Councilman Daniel Manor Jr.: aye

**A roll call vote was conducted during the meeting, resulting in 5 affirmative votes and 0 negative votes.**

- **Motion to approve Res. No.06-2026: Resolution Establishing the Town of Pierrepont Town Buildings and Grounds Maintenance and Planning Standing Advisory Committee** made by Daniel Manor Jr. seconded by Chad VanBrocklin. No discussion. All voted to approve. None opposed. Motion carried unanimously.

**ROLL CALL VOTE**

- Supervisor Powers: aye
- Councilman Glasgow: aye
- Councilman Spellacy: aye
- Councilman VanBrocklin: aye
- Councilman Daniel Manor Jr.: aye

**A roll call vote was conducted during the meeting, resulting in 5 affirmative votes and 0 negative votes.**

The committee is required to meet at least once every two months and must submit written reports to the Town Board. Its purpose is to review and study the maintenance and planning needs of the town’s buildings and grounds and to provide recommendations to the Town Board. Matters related to buildings or grounds should first be brought to this committee for review before going to the Town Board.

- **Motion to approve Res. No.07-2026: Authorizing Zoning Amendments Related to Storage Uses** made by John Glasgow seconded by Shawn Spellacy. No discussion. All voted to approve. None opposed. Motion carried unanimously.

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**ROLL CALL VOTE**

**Supervisor Powers: aye**

**Councilman Glasgow: aye**

**Councilman Spellacy: aye**

**Councilman VanBrocklin: aye**

**Councilman Daniel Manor Jr.: aye**

**A roll call vote was conducted during the meeting, resulting in 5 affirmative votes and 0 negative votes.**

Code officer Darren Richards explained to the Board that the proposal would allow storage as a conditional use in hamlet areas. This change simply moves storage from a non-permitted use to a permitted conditional use. Approval would still be determined by the Planning Board, which would evaluate each application and only approve it if the use enhances or improves the neighborhood and does not negatively affect it.

*\*James Corbett left the meeting at 7:48p.m.*

- **Motion to Establish the Town of Pierrepont Employee Labor Contract (s) AD HOC Advisory Committee** made by Daniel Manor Jr. seconded by Chad VanBrocklin. No discussion. All voted to approve. None opposed. Motion carried unanimously.

**ROLL CALL VOTE**

**Supervisor Powers: aye**

**Councilman Glasgow: aye**

**Councilman Spellacy: aye**

**Councilman VanBrocklin: aye**

**Councilman Daniel Manor Jr.: aye**

**A roll call vote was conducted during the meeting, resulting in 5 affirmative votes and 0 negative votes.**

- **Updating Town Hall Use Policy**  
Dep. Supervisor Brad Filiatrault explained that the building is under constant camera monitoring for security, both outside and in most interior areas. Cameras are positioned carefully so they do not capture confidential court paperwork, but they monitor other areas for safety. The building has increasingly become more like an office space, containing technology, records, and filings that need to be protected. Because of this, there is concern about limiting access to reduce risks or potential issues.  
While there is interest in allowing community groups to use the building, the board must be cautious to avoid creating expectations that every group can use it. Current policy generally allows use during business hours when staff are present, which helps maintain oversight and security. In some cases, the board could consider special exceptions, such as allowing a specific group to meet if a request is submitted to the clerk and a responsible contact person is designated. However, security remains a priority, and official court or emergency matters always take precedence.

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**Overall, the suggestion is that groups submit a request to the clerk, and the board can decide whether to approve the use of the building.**

**Motion to approve Updating Town Hall Use Policy** made by Shawn Spellacy, seconded by John Glasgow. No discussion. All voted to approve. None opposed. Motion carried unanimously.

- **250 years Celebration**

A discussion regarding purchasing a new flag and organizing a small community ceremony to raise it. The idea includes having local veterans involved in raising and lowering the flag properly, possibly with assistance from veteran organizations. The event likely won't take place exactly on July 4th, but it will still serve as a community celebration, with board members and residents invited to attend.

They also talked about using a flag previously given to the town by a resident, which has been saved for a special occasion. The plan is to fly the flag respectfully, fold it properly afterward, and possibly frame or preserve it, especially because it may have belonged to a veteran.

Another idea mentioned was requesting a commemorative flag that has been flown over a government building (such as the state or U.S. Capitol). Someone noted they may have contacts who could help obtain one, although there are no guarantees because many requests are made each year.

- **Additional road for ATV use**

Request from the Highway Superintendent to designate an additional road for ATV use.

The discussion focuses on which trailheads currently connect to existing roads and what criteria must be met for them to be open to the public. This topic likely will not be addressed at the Thursday meeting, as the current focus is on a study that is underway. Councilman Daniel Manor Jr. planned to attend the Thursday meeting to gather more information.

**UNFINISHED/OLD BUSINESS:**

- **Hannawa Falls playground**

Councilman Manor Jr. stated that he and Lori have been discussing the issue and plan to start by addressing matters with the insurance company and obtaining the insurance documentation. The area is mainly used by local residents for activities like pickleball, and there is no longer a playground committee. If equipment replacement is considered, the users may lead their own fundraising efforts, with further decisions to be made later.

Code Officer Darren Richards stated that there is currently a grant available for playground projects that can cover up to 90% of the cost, with one grant offering up to \$100,000. Applying for these grants requires initiative and effort. He also stated that they just applied for funding for Swift Field, Canton requesting \$375,000 for a playground and \$400,000 for an ice rink upgrade. Through grant funding covering about 70%, their local cost would only be around \$12,000–\$15,000 for a \$3.4 million playground and rink facility. He emphasized that 90/10 grants are very worthwhile to pursue. Additionally, designating land as an official park may increase eligibility and attractiveness for funding, since grant programs are often especially interested in supporting newly established parks.

Dep. Supervisor Brad Filiatrault suggested that the town should develop a formal policy for accepting

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donations, especially in relation to projects like the playground committee. **Under New York Town Law, donations to a town must follow specific legal procedures. Any donation must be formally accepted by the entire Town Board, not by an individual official or board member acting alone.**

**AUTHORIZATION TO PAY BILLS:**

- **Motion** by Chad VanBrocklin, seconded by John Glasgow. No discussion. None opposed. All in favor to authorize payment of the **General Fund Abstract #2**, Vouchers #49-68, Total of \$55,535.39
- **Motion** by Shawn Spellacy, seconded by Chad VanBrocklin. No discussion. None opposed. All in favor to authorize payment of the **Highway Fund Abstract #2**, Vouchers #33-65, Total of \$30,719.40

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**EXECUTIVE SESSION:**

**Motion** made by John Glasgow, seconded by Shawn Spellacy, with all in favor to go into **Executive Session for the purpose of the discussion of FEMA Administrative Stipend and Committee appointment.**

The Board adjourned the regular meeting to move to executive session at 8:13p.m.  
Invited to executive session: Dep. Supervisor Brad Filiatrault; Admin Laurie Hance;  
Highway Superintendent Bob Moulton

The Board returned from executive session at 9:22 p.m. The regular meeting was reconvened at 9:22p.m.  
**No action taken in executive session.**

- ***A record of the executive session was made and provided to the Town Clerk by Jane Powers, Supervisor.***

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- **Motion** made by Shawn Spellacy, seconded by John Glasgow, to close the Executive meeting session and move back into regular meeting. All in favor of going back into the regular meeting.
  - **Motion** made by Daniel manor Jr., seconded by Shawn Spellacy to approve **FEMA Administrative Stipend \$7,500. 00 for each to Bob Moulton and Laurie Hance.**

**ROLL CALL VOTE**

**Supervisor Powers: aye**

**Councilman Glasgow: aye**

**Councilman Spellacy: aye**

**Councilman VanBrocklin: nay**

**Councilman Daniel Manor Jr.: aye**

**A roll call vote was conducted during the meeting, resulting in 4 affirmative votes and 1 negative votes.**

**ADJOURNMENT:**

- **Motion** to adjourn meeting at 9:23 pm. Motion made by Daniel Manor Jr., seconded by John Glasgow. No discussion. All voted to approve. None opposed. Motion carried unanimously.

Meeting minutes prepared by Town Clerk, Julian "Olla" Filiatrault.  
Respectfully Submitted, Julian "Olla" Filiatrault, Town Clerk.

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