VILLAGE OF LOWVILLE
BOARD OF TRUSTEES

Meeting Minutes
March 23, 2020

Call to Order

A regular meeting of the Board of Trustees of the Village of Lowville was called to order at 4:00 PM on March 23, 2020 by Mayor Joseph Beagle. The meeting opened with the Pledge of Allegiance.

Roll Call:

The following board members were present:

Mayor Joseph Beagle *Trustee Edward Murphy* *Trustee Danny Salmon*
Trustee Charles Truax *Trustee Timothy Widrick*

Others present:
Paul Denise *Pam Roes* *Nick Altmire* *Joe Austin (left at 4:04 PM)*

Note: Meeting was closed to the public due to the COVID-19 pandemic. Meeting was video recorded to be displayed on "linkinglewiscounty.com"

Orders of the Day:

- **Scheduled Public Hearings Postponed until April 15th:**
  - Public Hearing – Local Law Amendment – Definition of "Junkyard" found in Zoning Code.
  - Public Hearing – Water / Sewer Rate Increase.

- Joe Austin, Fire Chief, reported to the Board that in light of the COVID-19 pandemic, the Fire Department has cancelled all events until the end of April. This includes their annual meeting; therefore, all officer positions will stay the same at this time. They are looking at response protocols in regard to safety concerns due to the COVID-19 virus.

Approval of Minutes/Excuse Board Members:

Motion by Trustee Truax, seconded by Trustee Widrick to approve the minutes of the February 19th, 2020 regular meeting. All in favor.

Approval of Vouchers:

Motion by Trustee Salmon, seconded by Trustee Murphy to approve the vouchers as audited. All in favor.

A #010	$ 55,496.99
F #010	$ 57,377.12
G #010	$ 30,255.86
HA #010	$ 8,753.48

Unfinished Business:

a. **Five Street/Utility Reconstruction Project**:

- Mayor Beagle reported that at this time Highlander is hoping to begin construction on Monday April 6th.

b. **WWTP Upgrades**:

- Phase II:
  - GYMO Proposal – Professional Engineering Services: - Mayor Beagle stated that the Municipal Board had reviewed the proposal and made a recommendation for approval. Mayor Beagle also stated that he had contacted Jeff Smith of Municipal Solutions, and that Mr. Smith recommended the Village move forward with the project. Tentative construction start date would be in the Spring of 2021.

    Motion by Trustee Truax, seconded by Trustee Salmon to authorize the Mayor to sign the GYMO engineering services proposal. All in favor.

c. **Village Water System:**

- Watson Water Agreements: - A draft of an amended agreement was received from Attorney Russell and has been forwarded to Municipal Board members for their review and discussion. The draft agreement includes the increased amount of $4,000 for in-kind services allowed.
- Groundwater Development Project:
  - Well Access Road / Landing Area: - Mr. Denise reported that L & S Timber Management has completed the timber cut and road work that was required to the well development area. There may be stone needed in some areas that the Village will take care of.
- Water Supply Investigation:
  - Property Owner Proposal / 'Limited Occupancy Agreement and Purchase Option': - The Village will have the geologist look at the area before moving any further on this project.

d. **Outdoor Street Lighting LED Conversion Program:**

- Mayor Beagle reported that we are still waiting for the final agreements to come back from National Grid. Mayor Beagle and Trustee Widrick attended a teleconference with the company handling the street light design.

e. **Local Law Amendment – Temporary Permits:**

- This item will be tabled until the next meeting.

f. **NYSEG – Ross Road:**

- No update.

New Business:

a. Kraft Surcharges – January 2020 -$0.00:

b. Town of Lowville Request for Lead Agency Status – Zone Change Request – Waters Road, Lowville, NY:

Motion by Trustee Truax, seconded by Trustee Salmon to approve the Town of Lowville as Lead Agency status for the environmental review of zone change request as listed above. All in favor.

c. 2019 Timber Sale Bid Results:

Motion by Trustee Salmon, seconded by Trustee Truax to accept the high bid from M. J. Lyndaker Logging LLC in the amount of $148,320 minus the value of the timber previously removed to widen the access road leading to the well development sites as determined by North Country Forestry Services. All in favor.

d. Utility Advisory Appraisals – 2020 Roll Year:

- Draft 2020 Utility Advisory Appraisals were received from NYS Dept. of Taxation and Finance Office of Real Property Tax Services for watershed properties in the towns of Lowville, New Bremen and Watson. Overall appraisals decreased from the previous year.

e. Extension of Elected Officials:

- Per the Executive Order from Governor Cuomo due to the COVID-19 pandemic, Village elections were postponed until April 28th and "any elected official holding such position shall remain in office until such time as a new election is held". Trustee Truax and Trustee Salmon will continue in their position.

f. Extension of Appointments:

- As a result of the postponement Village elections, NYCOM recommends that the organizational meeting and the appointment of appointed officials should be delayed until after the April 28th elections.

Motion by Trustee Salmon, seconded by Trustee Murphy to approve of extension of appointments for: Deputy Clerk – Wendy Snowden / Associated Justice – Rikki Stanton / Public Health Officer – Sean Harney MD / Village Historian – Charlotte Beagle until such time that an organizational meeting may be held. All in favor.

g. ZBA Alternate Appointment:

Motion by Trustee Truax, seconded by Trustee Murphy to appoint Kyle Logan as an alternate on the joint ZBA for a term to 12/31/2020. All in favor.

h. CSEA Grievance and Arbitration Article:

- An email was received from CSEA asking the Village to approve language confirming agreement with respect to the Grievance and Arbitration article contained in the collective bargaining agreement for extending the time for filing a grievance. The agreement shall last until May 31st, 2020.

Motion by Trustee Salmon, seconded by Trustee Truax to approve agreement as listed above. All in favor.

i. JCAP Award:

- The JCAP grant award does not cover the total cost of installation of accessible doors for the joint Municipal building. It is proposed that the unfunded amount be shared between the Town and the Village at the same percentage split currently in place for building upkeep and maintenance expenses.

  Motion by Trustee Truax, seconded by Trustee Widrick to approve installation of accessible doors for the Municipal building at a cost to be shared with the Town as stated above. All in favor.

j. 2020 – 2021 Tentative Budget:

- The 2020-21 Tentative budgets of the General, Water and Sewer funds were presented to the Board members.

  Motion by Trustee Salmon, seconded by Trustee Murphy to schedule a public hearing for the 2020-2021 budget on April 15th, 2020 at 4:00. All in favor.

Correspondence:

a. Lewis County Planning Department – re: Notification that Lewis County Public Transportation has received a grant to install bus stop shelters. They are looking at installing a couple of shelters in the Village. They state that it is their understanding that those shelters would need to be installed and maintained by the Village of Lowville. The Board will further investigate this matter, as there are questions regarding responsibility for maintenance.

b. Patrick O'Brien – re: Town Hall Theater 30th Anniversary event request. The Town Hall Theater is planning numerous events for May 21st and is asking for the Village's approval concerning parking, etc. The Board has no objections to their requests.

c. NYS Comptroller – re: Fiscal Stress Monitoring System. The Village earned a score of 0.0 with no designation for Fiscal Stress.

Officers & Committee Reports:

a. **Village Attorney:**

- None.

b. **Mayor**:

- None.

c. **Clerk/Treasurer**:

- None.

d. **Chief of Police**:

- None.

e. **Superintendent**:

- Supt. Denise reported that plans are to begin Spring cleanup on April 1st. He has been working on report submittals to FEMA for the rainstorm that occurred on Oct. 31st /Nov. 1st, 2019.

f. **Capital / Future Planning**

- None.

g. **Personnel:**

- Executive Session.

h. **Finance:**

- Justice Court bank statement audits are up to date.

i. **Liaisons:**

- Fire Department:
  - None.
- Police Department:
  - None.
- Joint Planning Bd./ZBA:
  - None.
- Municipal Board:
  - Next Municipal Board meeting will be held on April 14th, at 6:00 pm.
- Town:
  - None.
- County:
  - None.
- Recreation:
  - Trustee Murphy stated that there may be a meeting to discuss the summer recreation program and possible alternatives due to the COVID-19 pandemic.

Public Comment:

- None.

Executive Session:

Motion by Trustee Salmon, seconded by Trustee Truax to enter executive session for a personnel discussion at 4:37 PM. All in favor.

Motion by Trustee Truax, seconded by Trustee Widrick to exit executive session at 5:12 PM. All in favor.

Adjournment:

5:12 PM - Motion by Trustee Truax, seconded by Trustee Widrick to adjourn the meeting. All in favor.

Minutes submitted by: _____
PJR *Clerk/Treasurer*