VILLAGE OF LOWVILLE
BOARD OF TRUSTEES

Meeting Minutes
January 20, 2021

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 January 20, 2021 by Mayor Joseph Beagle.

Roll Call:

Meeting included the following board members:

Mayor Joseph Beagle *Trustee Danny Salmon*
Via Zoom: *Trustee Timothy Widrick* *Trustee Edward Murphy*
Trustee Charles Terrillion

Others:

Paul Denise	*Pam Roes*	*Randy Roggie*	*Henry Avallone*
Via zoom:	*Joseph Russell*	*Kevin Bamann*	*Mickey Dietrich*

Orders of the Day:

- **Public Hearing:** Local Zoning Law Amendment – To add definitions of Mixed-Use Development, Brew Pub and Light Industrial Use 1, and to permit such uses in the Village Center (VC).

  4:03 PM – Motion by Trustee Salmon, seconded by Trustee Widrick to open the public hearing for the local zoning law amendment as listed above. All in favor.

  4:21 PM – Motion by Trustee Salmon seconded by Trustee Terrillion to close the public hearing. All in favor.

Approval of Minutes/Excuse Board Members:

Motion by Trustee Murphy, seconded by Trustee Terrillion to approve the minutes of the December 16th, 2020 regular meeting. All in favor.

Motion by Trustee Widrick, seconded by Trustee Terrillion to approve the minutes of the December 22nd, 2020 special 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 #009	$ 55,251.22
F #009	$ 238,462.02
G #009	$ 18,233.64
HA #009	$ 27,207.68

Unfinished Business:

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

- No Update.

b. **WWTP Upgrades**:

- Phase II:
  - The engineers are still working on a submission to NYSEFC and NYSDEC. They are coordinating with local representatives to meet and to go over the plans.

c. **Village Water System:**

- Groundwater Development Project: - Mr. Bamann reported on the tree-clearing needed between the water plant and the access road for a 20' wide corridor for 1300' of water main piping. He stated that the trees should come down before March 31st and expects that cost would be less than the $30k procurement amount. Supt. Denise stated that he believes it will be difficult to find a contractor to come in and clear such a small area before March 31st.

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

- No update.

e. **Draft – Local Zoning Law Definitions Amendment:**

- Submission was made for the proposed law amendments to the Lewis County Planning Board. Their meeting will be held tomorrow night to review application. The Village will be able to act on this Local Law amendment at their February meeting.

f. **Manufactured Homes – Zoning:**

- Trustee Widrick reported that he had researched laws and comprehensive plans and will be sending information to Atty. Russell for his review.

g. **Police Reform Collaborative:**

- Chief Roggie reported on the progress of the Village's reform process. The survey and public listening session have been completed. The Police policy and procedure updates are in progress. The summary of survey results has been received.

h. **Summer Band Concerts:**

- Trustee Salmon reported that he was working with Casandra Buell on a grant application through Pratt Northam for a band concert program at Veteran's Park during the summer.

New Business:

a. Kraft Surcharge:

- November 2020 - $3,250.

Motion by Trustee Murphy, seconded by Trustee Widrick to approve of surcharge for November 2020 in the amount of $3,250. All in favor.

b. Census Bureau – Consolidated Boundary and Annexation Survey (CBAS) Resolution #2021-1:

- The Village is requesting that the County submit BAS information on their behalf as part of a new Consolidated Boundary and Annexation Survey system.

Motion by Trustee Salmon, seconded by Trustee Murphy to approve resolution to enter into agreement with Lewis County to respond to the BAS on behalf of the Village. All in favor.

c. Water Fund Budget Amendments:

Motion by Trustee Salmon, seconded by Trustee Widrick to approve Water Fund budget amendments as presented. All in favor.

d. Pandemic Operations Plan:

- A draft 'Public Employer Health Emergency Plan" was presented to the Board in response to the Governor's 'Pandemic Operations Plan' requirement. This draft will need to be forwarded to the CSEA bargaining unit.

Motion by Trustee Murphy, seconded by Trustee Terrillion to approve of the draft 'Public Employer Health Emergency Plan' being forwarded to the CSEA bargaining unit for their review. All in favor.

e. Independent Accountants Agreed-Upon Procedures Report:

- Village of Lowville:

Motion by Trustee Terrillion, seconded by Trustee Salmon, to accept the Independent Accountants Agreed-Upon Procedures Report for fiscal year 2019-2020. All in favor.

- Village of Lowville Justice Court:

Motion by Trustee Terrillion, seconded by Trustee Widrick to accept the Independent Accounts Agreed-Upon Procedures Report for fiscal year 2019-2020 of the Justice Court. All in favor.

f. Planning Board Alternate Member Appointment – Donald Cooke to 12/31/2025:

Motion by Trustee Murphy, seconded by Trustee Salmon to approve appointment of Donald Cooke to the Planning Board as listed above. All in favor.

g. ZBA Alternate Member Appointment – Kyle Logan to 12/31/2025:

Motion by Mayor Beagle, seconded by Trustee Widrick to approve appointment of Kyle Logan to the ZBA as listed above. All in favor.

h. Citizen of the Year:

- Trustee Salmon reported that he is working with the Government Class at LACS for a process in determining a citizen of the year for the Village of Lowville. He plans to have more information for the next meeting.

i. Village Entrance Signs – (Organizations):

- Trustee Widrick reported that he had been asked by a couple of organizations about redoing their individual signs on the "Welcome to Lowville" signs at the entrance of the Village. Supt. Denise will be the contact person and see to the removing and installation of these signs.

j. Downtown Public Parking Signs:

- Trustee Widrick reported that he had received suggestions that the Village install 'Public Parking' signs on the main street as a notification to downtown visitors. Trustee Widrick will contact NYSDOT.

k. RACOG:

- Discussion was held regarding the Village joining RACOG (River Area Council of Governments) as had previously been presented by Mickey Dietrich.

  Motion by Trustee Salmon, seconded by Trustee Widrick to request membership in RACOG. All in favor.

Correspondence:

a. NYSEFC – re: Notification of approval of Change Order #11.

b. Lewis County Real Property Tax Services – re: June 2021 Exemption Impact Report.

Officers & Committee Reports:

a. **Village Attorney:**

- None.

b. **Mayor**:

- None.

c. **Clerk/Treasurer**:

- None.

d. **Chief of Police**:

- Chief Roggie reported that he had placed reports in the Board members folders along with Drug Task Force summary reports.

e. **Superintendent**:

- None.

f. **Capital / Future Planning**

- None.

g. **Personnel:**

- Executive Session.

h. **Finance:**

- No update.

i. **Liaisons:**

- Fire Department:
  - Trustee Salmon reported that the Fire Department had received a nice bequest.
- Police Department:
  - Trustee Widrick reported that he had reviewed the survey summary.
- Joint Planning Bd./ZBA:
  - There were no applications for the January meeting. The next meeting will be held on February 24th.
- Municipal Board:
  - The next Municipal Board meeting will be held on February 9th, 2021 at 6:00 pm.
- Town:
  - None.
- County:
  - Trustee Salmon reported that the Village had received the utilities economic development payment from the County.
- Recreation:
  - Trustee Murphy reported that there will be a meeting with Double Play tomorrow and expects that summer recreation will be discussed.

Public Comment:

- None.

Executive Session:

- None.

Adjournment:

4:55 PM - Motion by Trustee Widrick, seconded by Trustee Terrillion to adjourn the meeting. All in favor.

Minutes submitted by: _____
PJR *Clerk/Treasurer*