VILLAGE OF LOWVILLE
BOARD OF TRUSTEES

Meeting Minutes
April 21, 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 April 21, 2021 by Mayor Joseph Beagle.

Roll Call:

Meeting included the following board members:

Mayor Joseph Beagle *Trustee Danny Salmon* *Trustee Charles Terrillion*
Trustee Timothy Widrick *By Phone: Trustee Edward Murphy*

Others:

Randy Roggie *Pam Roes* *Kevin Bamann* *Matt Cervini*
Henry Avallone *Richard Defone* *Joe Austin* *Jennifer Scordo* *Rikki Stanton*
Via Zoom: Atty. Joseph Russell *Paul Denise* *Mickey Dietrich*
Randy Schell *Tom Widrick*

Orders of the Day:

- None.

Approval of Minutes/Excuse Board Members:

Motion by Trustee Salmon, seconded by Trustee Terrillion to approve the minutes of the April 7th, 2021 special/organizational meeting. All in favor.

Approval of Vouchers:

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

A #012	$ 57,478.68
F #012	$ 39,763.72
G #012	$ 213,896.59
HA #012	$ 37,816.15

Unfinished Business:

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

- Mr. Bamann reported that they are trying to get a schedule from Highlander when they will start working. The asphalt plants are not open yet. There will be a push on Highlander to get everything completed.

b. **Phase II WWTP Upgrades**:

- Mr. Bamann reported that the plan is to put the project to bid in early to mid-May and to begin construction in July or August. The estoppel period has passed for the Bond Resolution.

c. **Groundwater Well Development Project:**

- Mr. Bamann reported that there was a meeting last week with NYSDOH to discuss Jay Billings well report and treatment options. It was determined that the treatment process will be split, with the groundwater treatment being separate. With this determination, GYMO will move forward on the design. The upgrades planned for the Youngs Pond portion will now require Town of New Bremen Planning Board approval. The Town of Watson did not act on the wells site plan at their last meeting.

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

- Mayor Beagle reported that the project is in the hands of the Public Service Commission.

e. **Manufactured Homes – Zoning:**

- Atty. Russell received the information from Trustee Widrick, and he will review.

f. **Zoning Changes – Smoke Shops:**

- Trustee Widrick stated that he will get some information to Atty. Russell regarding some changes in wording and definitions in the zoning code regarding smoke shops so that these zoning changes can be done at the same time as the Manufactured Homes zoning change.

g. **Downtown Public Parking Signs:**

- Supt. Denise stated that he is working with NYSDOT and the County will be making the signs. They should be in place within the next couple of months.

h. **2021 – 2022 Tentative Budget:**

Motion by Trustee Salmon, seconded by Trustee Murphy to adopt the 2021-2022 Budget as presented to the Board. All in favor.

i. **Citizen of the Year:**

- Trustee Salmon reported that he has received 5 different names in nominations which will be turned over to the school's government class on May 1st for their review and recommendation. He is looking into prizes.

j. **Music in the Park:**

- Trustee Salmon reported that we have the support of Lewis County Public Health and we will do as COVID regulations require. Brian Trainor is working on lining up the bands. The concerts will be on Tuesdays with the intention of starting on June 29th for about 6 weeks (none on fair week). They will be on the same night as American Legion's car shows.

New Business:

a. Kraft Surcharge:

- February 2021 - $2,750.
- March 2021 - $9,250.

Motion by Trustee Widrick, seconded by Trustee Salmon to approve of surcharges for February and March as listed above. All in favor.

b. Fixed Assets (Capitalization) Policy:

- The Comptroller's office has requested that the Village create a Fixed Assets Accounting Fund. The first step would be to adopt a 'Fixed Assets Policy' stating a dollar amount threshold for capitalization. The Clerk has prepared spreadsheets to be forwarded to Bowers & Co. to assist in the initial set-up of the Fund.

Motion by Trustee Salmon, seconded by Trustee Widrick to adopt the 'Fixed Assets Policy' as presented. All in favor.

c. Budget Amendments:

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

d. Donation for Equipment:

- Mayor Beagle reported that a substantial donation had been received from a Village citizen for the purpose of repainting some of the Village equipment. Supt. Denise will oversee the application of these donated funds.

Motion by Trustee Widrick, seconded by Trustee Salmon to accept donated funds. All in favor.

e. Town/Village Parking Lot Pavement:

- The Town received an estimate for the paving of the Town/Village parking lot including the Police parking lot. The Town has proposed the sharing of the cost between the Town, Village and LACS. Village cost would be approx. $17,588. This issue will be tabled until next meeting.

f. "Marihana Regulation and Taxation Act":

- The Board was presented with resource information from NYCOM regarding the Marijuana Legalization legislation. Additional review and discussion will be needed by the Board.

Correspondence:

a. Lewis County Amateur Hockey Association – re: Report on the 2020-2021 Skating Season.

b. Lowville Volunteer Fire Department – re: Notification of annual Election of Officers and Annual Report. President – Craig Rowsam / Vice President – Dave Fleming / Treasurer – Brian Hanno / Secretary – Carl Golas / Financial Secretary – Neil Smithling / Fire Chief – Joseph Austin / 1st Asst. Chief – Andrew Christman / 2nd Asst. Chief – Gerald Nortz / 3rd Asst. Chief – Anthony Martin

Motion by Trustee Salmon, seconded by Trustee Widrick to approve of Fire Department officers as listed above for the 2021-2022 year. All in favor.

c. Town of Lowville – re: Proposal to share in purchase of a 1988 12G Cat Grader from the County of Lewis for $20,000. The Village share would be for one-half the cost of grader plus one-half of cost of future repairs. The grader would not be purchased if it is not in good running order.

Motion by Trustee Terrillion, seconded by Trustee Salmon to share in cost of the above-mentioned CAT Grader dependent upon the running condition of the machine. All in favor.

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.

e. **Superintendent**:

- Supt. Denise reported that work will be starting on improvements to Soldier's Memorial Park. The DPW will be removing the old pavers around the fountain and the masons will be coming in the beginning of May to do the concrete.

f. **Capital / Future Planning**

- None.

g. **Personnel:**

- Trustee Salmon and Trustee Terrillion will serve on a committee to address Justice Scordo's concerns regarding the Court Clerk's hours.

  Motion by Trustee Salmon, seconded by Trustee Widrick to authorize the committee as listed above to review the Court Clerk hours issue for the next 30 days and for the Court Clerk to resume full-time hours during that period. All in favor.

h. **Finance:**

- Bank statement audits will need to be caught up.

i. **Liaisons:**

- Fire Department:
  - None.
- Police Department:
  - None.
- Joint Planning Bd./ZBA:
  - None.
- Municipal Board:
  - The next Municipal Board meeting will be held on May 11th, 2021 at 6:00 pm.
- Town:
  - The Town has proposed opting out of retail sales of cannabis.
- County:
  - Trustee Salmon reported that the return of the water tax is in the works.
- Recreation:
  - Research is being done regarding a summer recreation program for this summer. It is unknown if the school can be used for any of the programs.
- RACOG:
  - Trustee Widrick and Trustee Terrillion attended the last meeting and reported that there was information given on the Clean Energy Community Grants and the use of railroad beds from Lowville to Carthage. There will be a meeting at the Croghan Railroad Museum regarding usage of the railroad beds. The Village may be interested in pursuing the installation of a charging station, more research will be done on applying for the Clean Energy Community Grants

Public Comment:

- Village Justice, Jennifer Scordo, addressed the Board regarding the decision the Board had implemented to make the Court Clerk a part-time position. She informed the Board of the reporting requirements that the Court must follow. She doesn't understand the cut in hours, as the crime is still occurring and there's the same amount of work if not

more because of the backlog of cases. She asked that the Board restore the Court Clerk position to full-time hours as it had been in the past.

Executive Session:

- None.

Adjournment:

5:26 PM - Motion by Trustee Widrick, seconded by Trustee Terrillion to adjourn the meeting. All in favor.

Minutes submitted by: _____
PJR *Clerk/Treasurer*