VILLAGE OF LOWVILLE
BOARD OF TRUSTEES

Meeting Minutes
August 18, 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 August 18th, 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 *Trustee Edward Murphy*

Others:
Paul Denise *Randy Roggie* *Pam Roes* *Philip Turck* *Richard Defone*
Nick Altmire *Joe Austin* *Henry Avallone* *Atty. Mark Gebo* *Lee Hinkleman*
Pat Scordo *Dudley Rombough* *Josh Fitzgerald* *Mickey Dietrich*

Orders of the Day:

- Public Hearing – Local Law – Abolition of Office of Village Justice:

4:01 PM – Motion by Trustee Salmon, seconded by Trustee Widrick to open the public hearing for the proposed local law abolishing the Office of Village Justice. All in favor.

Public Comment:

- Dudley Rombough asked about the consolidation process of the courts.
- Richard Defone stated that he supports combining courts. It would be an economic savings that comes back to the taxpayers and a better use of resources for the District Attorney office, Defense Attorney office, etc. There would be better oversight by the Office of Court Administration for one court as opposed to two courts. Accessibility for the local residents would improve as there would be only one court and not two courts with two different times, as there has always been confusion in the past. If one court can give fair and equal justice at an overall savings, it is a win for all parties.

4:36 PM – Motion by Trustee Murphy, seconded by Trustee Widrick to close the public hearing. All in favor.

Approval of Minutes/Excuse Board Members:

Motion by Trustee Widrick, seconded by Trustee Murphy to approve the minutes of the July 14th, 2021 regular meeting. All in favor.

Motion by Trustee Murphy, seconded by Trustee Widrick to approve the minutes of the July 29th, 2021 special meeting. All in favor with Trustee Salmon abstaining from the vote.

Approval of Vouchers:

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

A #004	$ 63,882.19
F #004	$ 183,723.98
G#004	$ 117,361.76

Motion by Trustee Salmon, seconded by Trustee Murphy to approve the Capital Projects Fund vouchers as audited with the condition that the Highlander Construction voucher be further reviewed by the Mayor and DPW Superintendent. All in favor.

HA #004	$ 358,849.18

Unfinished Business:

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

- Mr. Scordo reported that sections of Trinity Ave. with drainage issues have been milled. Hopefully it will be re-topped soon.
- The new signs have been ordered.
- The striping will be done soon dependent upon the weather.

b. **Phase II WWTP Upgrades**:

- The Lagoon Construction Work and the Mechanical Construction Work contracts were re-bid on Monday, with a bid opening to occur on September 8th. Bid awards should be able to be made at the September meeting.
- A Pre-Construction meeting was held today for the General Contract and the Electrical Contract. Most of the work will not start until October. A groundbreaking ceremony may occur early to mid-October.

c. **Groundwater Well Development Project:**

- Mr. Scordo reported that the site plan approval processes with the Towns of New Bremen and Watson and the Lewis County Planning Board are continuing. GYMO is also working on the submissions to NYSDOH and NYSDEC contingent upon local approvals.

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

- Mayor Beagle reported that the Village had submitted required items to National Grid except for the Letter of Credit, which is in process. If able to submit by August 20th, the Village would be able to close in September. The contractor was looking for staging areas to bring in supplies.

e. **Draft – Local Law Zoning Change – Manufactured Homes:**

- This Local Law draft has been referred to the Lewis County Planning Board for their meeting tomorrow.

Motion by Trustee Widrick, seconded by Trustee Murphy to set a public hearing for the proposed Zoning change regarding Manufactured Homes for September 15th at 4:00 PM. All in favor.

f. **Draft - Local Law Zoning Changes – Smoke Shops/Tobacco Stores:**

- This Local Law draft has also been referred to the Lewis County Planning Board for their meeting tomorrow.

Motion by Trustee Widrick, seconded by Trustee Murphy to set a public hearing for the proposed Zoning code changes regarding Smoke shops / Tobacco Stores for September 15th at 4:00 PM. All in favor.

g. **Downtown Public Parking Signs:**

- Supt. Denise reported that we do have the new signs. Also, because of an issue with the crosswalk by the Historical Society, the center lane is to be restriped by the State and there will be a "Do Not Enter" sign for the upper Commons driveway. The Village will coordinate with NYSDOT for the installation of the signs.

h. **Music in the Park:**

- Trustee Salmon reported that the concert for this week was cancelled because of the weather, but will be rescheduled for August 31st, which will be the last concert of the season.

i. **Rezoning of Industrial Zone Options:**

- No update.

j. **Citizen of the Year:**

- Presentation of the Village of Lowville Citizen of the Year Award was made to Josh Fitzgerald by Trustee Salmon.

k. **Draft – Local Law – Abolition of Office of Village Justice:**

Motion by Trustee Salmon, seconded by Trustee Murphy to approve of proposed local law for the abolition of the office of Village Justice upon the expiration of the current term of such office on March 31, 2022, subject to permissive referendum. All in favor.

New Business:

a. Kraft Surcharges:

- June 2021 - $0.00

b. Resolution – Cream Cheese Festival Detour:

Motion by Trustee Murphy, seconded by Trustee Terrillion to approve of resolution for street detours during the Cream Cheese Festival to be held on September 18th, 2021. All in favor.

c. TAP Grant Application:

Motion by Trustee Terrillion, seconded by Trustee Widrick to submit a TAP (Transportation Alternatives Program) Grant application jointly with the Town of Lowville. All in favor.

d. Budget Amendments:

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

Correspondence:

a. NYSEFC – re: Notification of acceptance of deadline extension request for the WIIA grant for the Groundwater project.

b. NYSEFC – re: Notification of Plan Specification Technical Approval for the WWTP Phase II Project in regard to the General, Electrical and Mechanical Construction Work.

c. Excellus BlueCross – re: Notification of Medicare Supplement 8% rate increase request.

d. NYSDEC – re: Notification of results for the Whole Effluent Toxicity (WET) testing. No additional WET testing is required until 2025.

e. RAGOC – re: August 2021 Monthly Report.

f. Peter Keys (Town of New Bremen) – re: Site Plan Approval Process (Groundwater Project).

g. NYSEFC – re: Notification of Acceptance of Engineering Agreement Amendment for the WWTP Phase II Project.

Officers & Committee Reports:

a. **Village Attorney:**

- Executive Session.

b. **Mayor**:

- Mayor Beagle reported that the County is administering a Façade and Streetscape Improvement Program that the Village may make application to.

- Mayor Beagle spoke of the impending retirement of Mrs. Roes as the Village Clerk/Treasurer and the appointment of a new Clerk/Treasurer by the name of Danielle St. Louis.

  Motion by Trustee Salmon, seconded by Trustee Terrillion to approve the appointment of Danielle St. Louis as Clerk/Treasurer for a term of 9/1/21 to 3/31/23. All in favor.

c. **Clerk/Treasurer**:

- Mrs. Roes stated that it has been an honor and privilege to work for the Village.

d. **Chief of Police**:

- Chief Roggie presented department reports to the Board.

e. **Superintendent**:

- Supt. Denise reported that he is in contact with a company regarding the possible purchase of a new fountain to fit in the area on the Village Green.

f. **Capital / Future Planning**

- None.

g. **Personnel:**

- Executive Session.

h. **Finance:**

- Trustee Murphy stated that the office Bank statement audits are completed.

i. **Liaisons:**

- Fire Department:
  - The next meeting is on August 30th.
- Police Department:
  - None.
- Joint Planning Bd./ZBA:
  - The next Comprehensive Plan Committee meeting is scheduled for September 1st.
- Municipal Board:
  - The next Municipal Board meeting will be held on September 14th, 2021 at 6:00 pm.
- Town:
  - None.
- County:
  - Trustee Salmon mentioned the Central Lewis County Regional Water Study that the County had done. He reported that the County is going to have a recap meeting and have asked that the Village attend.

- Recreation:
    - The summer recreation program is completed for this year. The Village will request a year-end report of the program.
- RACOG:
    - Mickey Dietrich stated that next meeting will be held in September. He gave information on projects that Tug Hill Commission's intern is working on.

Public Comment:

- Richard Defone congratulated Trustee Salmon on the "Music in the Park". He stated that it was very enjoyable and excellent for the community. He hopes the word gets out better next year. He inquired about a Christmas Tree in the park.

- Dudley Rombough stated that it bothers him when he sees Village workers talking on phones while driving and asked why parking lots are plowed before streets.

Executive Session:

Motion by Trustee Salmon, seconded by Trustee Widrick to enter executive session for Attorney / Client communication at 5:00 PM. All in favor.

Motion by Trustee Widrick, seconded by Trustee Murphy to exit executive session at 5:22 PM. All in favor.

Adjournment:

5:22 PM - Motion by Trustee Widrick, seconded by Trustee Terillion to adjourn the meeting. All in favor.

Minutes submitted by: _____
PJR