VILLAGE OF LOWVILLE
BOARD OF TRUSTEES

Meeting Minutes
October 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 October 20th, 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 *Danielle St.Louis* *Kevin Bamann* *Mickey Dietrich*
Henry Avallone *Atty. Mark Gebo* *Richard Chartrand* *Carol Leviker*
Joe Anstin *Julie Abbass* *Nick Altmire* *John Pirsos*

Orders of the Day:

- Public Hearing – Proposed Water Surcharge for Industrial Users:
  4:00 PM – Motion by Trustee Salmon, seconded by Trustee Murphy to open the public hearing for the proposed water surcharge for industrial users. All in favor.

  Public Comment:
  - None.

  4:45PM – Motion by Trustee Widrick, seconded by Trustee Murphy to close the public hearing. All in favor.

Approval of Minutes/Excuse Board Members:
Motion by Trustee Widrick, seconded by Trustee Terrillion to approve the minutes of the September 15, 2021, regular meeting. All in favor.

Motion by Trustee Terrillion, seconded by Trustee Widrick to approve the minutes of the October 7, 2021, 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 #006	$ 282,827.97
F #006	$ 91,952.25
G#006	$ 89,396.43
HA #006	$ 785,458.13

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

- Kevin Bamann reported that Change Order #12 has been approved by EFC. He noted that GYMO is working with Municipal Solutions to get all the close out documents finished for EFC.

b. **Phase II WWTP Upgrades**:

- Kevin Bamann received contracts and Notices to Proceed for both Empire Northeast Inc. (ENI) and American Process Group (APG). Kevin noted he is still waiting on final approval from the attorney regarding the insurance and bonds. Atty. Gebo noted that ENI appears to be compliant, and he should be able to sign off on it tomorrow, October 21, 2021. Atty Gebo also noted that he is waiting on one certificate from APG but all other documentation is compliant and does not foresee any issues.
  Motion by Trustee Salmon, seconded by Trustee Murphy to approve the contracts with ENI and APG. All in favor.

  Motion by Trustee Widrick, seconded by Trustee Murphy to sign the Notices to Proceed subject to attorney approval of insurance and bonds. All in favor.

- Mayor Beagle stated that a proposed amendment to the Municipal Solutions agreement has been received. He explained this amendment was for Municipal Solutions to do all the work with EFC on Phase II sewer plant upgrades.

  Motion by Trustee Widrick, seconded by Trustee Murphy for Mayor Beagle to sign the agreement. All in favor.

- Kevin Bamann noted that PayApp#2 for S.C. Spencer has been received for some additional materials in the amount of $44,701.96. He also noted that S.C. Spencer should begin construction next week at the plant on some of the electrical conduits.

c. **Groundwater Well Development Project:**

- Kevin Bamann notified the Board that comments were received from the Department of Health (DOH) and a meeting was going to be held with them to clarify and discuss such comments. He noted that he hopes to have things situated with DOH so the project can go out for bid in November/December. There has been no comment from DEC.

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

- Mayor Beagle reported that the contract was signed on October 19, 2021 and is waiting for work crews to begin.

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

- No movement at this time.

f. **Industrial Water Surcharges:**

- *Motion by Trustee Murphy, seconded by Trustee Terrillion to adopt the industrial water surcharges effective November 1, 2021.*

New Business:

a. Kraft Surcharges:

- August 2021 - $0.00
- September 2021 - $250.00

  Motion by Trustee Murphy, seconded by Trustee Salmon to approve the September 2021 Kraft surcharge. All in favor.

a. Budget Amendments:

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

b. Fire Department Contracts:

Motion by Trustee Salmon, seconded by Trustee Murphy for Mayor Beagle to sign the fire department contracts for Harrisburg, Montague, Lowville, and Watson. All in favor.

c. Lowville Housing Authority Snow and Sweep Contract:

- Mayor Beagle did note that the contract was raised 5% to cover expenses that increase every year.

Motion by Trustee Terrillion, seconded by Trustee Murphy for Mayor Beagle to sign the contract. All in favor.

d. Settlement Agreement for Gross Receipts and Municipal Tax:

- Mayor Beagle explained this has been an ongoing issue for approximately two years. He explained that certain gas companies did not think they needed to pay gross receipts to the Village of Lowville. The Village has been working with Computel Consultants and NYAP to help collect uncollected gross receipts. A settlement has been made which affects 91 municipalities. The money has been put aside and once all municipalities have signed the contract, funds will be released accordingly. The Village will receive approximately $1,500 but can now collect gross receipts going forward.

Motion by Trustee Salmon, seconded by Trustee Murphy to authorize Mayor Beagle to sign the settlement. All in favor.

e. Sewer Rate Increase for November 2022:

- Mayor Beagle informed the Board that Kevin Bamann and Matthew Cervini presented the current water and sewer rates to the Municipal Board. He informed that the Municipal Board requested the sewer rate be increased by 2.5% and made effective for November 2022 billing. The increased rate would allow for a comfortable surplus for unforeseen events. Kevin Bamann noted that the increased rate would result in an overall increase of $3-5 for the average resident per year. Kevin also noted that the rates are very low compared to the surrounding areas.

Motion by Trustee Salmon, seconded by Trustee Widrick to pursue raising the sewer rate 2.5% for the November 2022 billing. All in favor.

Correspondence:

a. Tug Hill Times

b. RAGOC – re: October 2021 Newsletter.

c. Lowville Fire Department – re: New Member.

Motion by Trustee Salmon, seconded by Trustee Widrick to approve new member Patrick Paragon to the Lowville Fire Department. All in favor.

d. EPA – re: Quarterly Report dated September 13, 2021

e. Lewis County Board – re: Resolution 258-2021

f. NYS EFC – re: Clean Water State Revolving Fund

Officers & Committee Reports:

a. **Village Attorney:**

- None.

b. **Mayor:**

- Mayor Beagle reported that he has been speaking with Kevin Townsend, the Village's insurance agent, regarding the appraisal that was done for Village property. The Village will be receiving a small refund on the insurance premium due to readjusting the amounts on the buildings. The current year policy has already been renewed but going forward the Village may want to consider increasing the deductible to save on the yearly premium. He also suggested adding the new streetlights to the insurance policy.
  Motion by Trustee Salmon, seconded by Trustee Widrick to add the new streetlights to the insurance coverage effective October 21, 2021. All in favor.

- Mayor Beagle reminded the Board that Double Play hosted the summer recreation program. The program came in $6,367.46 under budget this year and this money has been refunded to the Village. Due to the nature and breakdown of the initial costs of the program, this refund was split with the Town.

c. **Clerk/Treasurer:**

- None.

d. **Chief of Police:**

- Chief Roggie was absent. Mayor Beagle advised that a quote for eight (8) new cameras was received in the amount of $4,995.00. This quote would allow four (4) new cameras for inside and four (4) new cameras for outside of the building. The current cameras and video recorder could be used at DPW. Supt. Denise also advised that the current DVR system is outdated and does not provide proper clarity for police department surveillance.

- Trustee Widrick advised that Chief Roggie had contacted two people who are interested in potential dog control positions. The specifications surrounding this position and role still need to be considered.

e. **Superintendent:**

- Supt. Denise reported that fall cleanup has begun and will continue as long as the weather permits. The new fountain in Monument Park will be put in place next week by TF Wright. The new Christmas tree for Monument Park will be installed tomorrow, October 21, 2021 by All Seasons. He also reported that stamped concrete to the monument in Veterans Park has been completed. There are two areas at the Sewage Treatment Plant where Village residents can bring leaves and brush. Due to nonresidents dumping at this location, the hours have been restricted. The location will be open five (5) days a week from 7am-3:30pm.

f. **Capital / Future Planning:**

- Trustee Murphy asked that Department heads generate a list of future aspirations and goals for the next 5-10 years.

g. **Personnel:**

- Executive Session.

h. **Finance:**
   - Trustee Murphy stated that the audits are complete for the Office through August as September records were not yet finalized. Trustee Salmon stated that the audits for the Courts are complete through July and asked Clerk St. Louis to speak to the Court Clerk to obtain the remaining records to date.

i. **Liaisons:**
   - Fire Department:
     - None.
   - Police Department:
     - Trustee Widrick noted the increase in traffic backup with the crosswalk near the school. This issue will be investigated further to try to determine the best resolution.
   - Joint Planning Bd./ZBA:
     - Comprehensive Plan Committee is working on drafting a Comprehensive Plan that may be available for the Board and County by December.
   - Municipal Board:
     - None.
   - Town:
     - None.
   - County:
     - Trust Salmon stated that the Village received the tax refund from the County. He is currently working to attempt to get grant funding for next year's "Music in the Park." The loss of Brian Western was acknowledged and mourned with a moment of silence observed.
   - Recreation:
     - Trustee Murphy noted that the summer recreation program was under budget more than like due to the restrictions still in place.
   - RACOG:
     - Mickey Dietrich stated that there will not be an October meeting and meetings will more than likely not be held until after the new year due to the National Grid project.

Public Comment:

- Richard Chartrand, County Legislator, noted the water issues and meeting with Kraft. He informed the Board that he spoke with Larry Dolhof and Ryan Piche and would like to request that if a meeting is held with Kraft, they would be more than willing to attend. He noted that there might be funding available through some sort of economic development issue and suggested that perhaps the County could support the Village in some manner as well.

- Carol Leviker voiced her concerns regarding Kraft and the water usage issue in the Village. She also voiced her concerns regarding sidewalks and traffic enforcement in certain areas.

Executive Session:

5:10 PM - Motion by Trustee Widrick, seconded by Trustee Salmon to adjourn the regular meeting and enter executive session to discuss personnel issues about a specific individual. All in favor.

5:46 PM - Motion by Trustee Murphy, seconded by Trustee Widrick to exit executive session. All in favor.

Adjournment:
5:47 PM - Motion by Trustee Salmon, seconded by Trustee Widrick to adjourn the meeting. All in favor.

Minutes submitted by: _____
DLS