VILLAGE OF LOWVILLE
BOARD OF TRUSTEES

Meeting Minutes
November 17, 2021

Call to Order
A regular meeting of the Board of Trustees of the Village of Lowville was called to order at 3:58 PM on November 17th, 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*
Atty. Joseph Russell *Richard Defone* *Phil Turck* *Nick Altmire*

Orders of the Day:

- None.

Approval of Minutes/Excuse Board Members:
Motion by Trustee Salmon, seconded by Trustee Widrick to approve the minutes of the October 20, 2021, 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 #007	$ 242,814.16
F #007	$ 81,330.91
G#007	$ 56,058.51
HA #007	$ 31,753.50

Mayor Beagle noted that the General Fund is higher than usual this month due to the retirement payments being made for the year.

Unfinished Business:

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

- Paul Denise stated that the railroad is complete. Kevin Bamann, GYMO, noted that a final bill for the rails and rail replacement is waiting to be received.
- Trustee Salmon addressed the issues on Trinity Avenue and noted they will be corrected.
- Mayor Beagle notified the Board that the long-term bonding for this project should be closing in mid-December.

b. **Phase II WWTP Upgrades**:

- Kevin Bamann, GYMO, reported that S.C. Spencer has been on site for the past month or so working on the electrical work. A large portion of the conduit has been completed and site related work is expected to be completed by the end of the year. There is no update on North Country Contractors (NCC) in terms of a start date. NCC was able to locate American made steel for the rebar and no longer needs a waiver. A groundbreaking ceremony will be held at the wastewater plant on November 23, 2021, at 11am.

c. **Groundwater Well Development Project:**
   - Kevin Bamann, GYMO, notified the Board that a meeting was held with the Department of Health (DOH) last month to discuss their comments. Kevin stated that there have been significant changes to the project design which is causing some delays. Kevin still hopes that the project can go out for bid in December/January.

d. **Street Lighting LED Conversion Program:**
   - Paul Denise stated that the contractor is going to bring box trailers and equipment in by the end of the week. He was informed that Carthage and West Carthage were going to be completed prior to the Village. The Village is currently third on the list for completion. The contractors will be storing all items for Jefferson and Lewis County projects at the Village's sewer plant.
   - Mayor Beagle stated he has been in contact with Kevin Townsend to get the streetlights added to our insurance policy. Kevin noted he is in the process of getting the change processed and the lights are currently covered.

e. **Rezoning of Industrial Zone Options:**
   - Trustee Widrick noted that he met with Casandra Buell and Megan Krokowski in the planning department briefly last week. They are currently looking at two options, Option A and Option B, along with definition changes. The next meeting will be in December, all Board members are encouraged to attend as well as Matt from Tug Hill Commission.

f. **Sewer Rate Increase for November 2022:**
   - Mayor Beagle stated a public hearing needs to be held for the 2.5% increase to the sewer rate for November 2022 billing.
     Motion by Trustee Murphy, seconded by Trustee Terrillion to schedule a public hearing for December 15, 2021, at 4pm. All in favor.

New Business:

a. Kraft Sewer Surcharges:
   - October 2021 - $1,250.00

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

b. Budget Amendments:
Motion by Trustee Salmon, seconded by Trustee Murphy to approve the Water Fund budget amendments as presented. All in favor.

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

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

c. 2021 Tax Relevy Affidavit:
Motion by Trustee Salmon, seconded by Trustee Murphy to accept the 2021 Tax Relevy as presented. All in favor.

d. Post-Issuance Compliance Policy:

- Mayor Beagle explained the bonds and banks require the Village to have a post-issuance compliance policy.
- Atty. Joseph Russell stated that this policy sets forth everything needed to keep in compliance with the tax-exemptions. The policy essentially says the Village will do what it is supposed to do.

Motion by Trustee Salmon, seconded by Trustee Terrillion to adopt the post-issuance compliance policy. All in favor.

e. Village Code Update:

- Trustee Widrick shared that there have been a lot of new laws. The new laws can be found on the Village's website but suggested the laws be sent to General Code since the last update was in 2019.
- Clerk St. Louis shared that she spoke with the General Code representative. A quote is being drafted for the cost of adding all new laws to date. She shared that the Village can be put on a semi-annual or annual schedule going forward. Clerk St. Louis suggested that all new laws passed by the next Board meeting be sent to General Code to be updated.

f. Town/Village Recreation Commission & Lewis County Hockey Association Contract:

Motion by Trustee Widrick, seconded by Trustee Terrillion to accept and sign the contract. All in favor.

Correspondence:

a. RACOG – re: November 2021 Newsletter

b. Double Play Community Center – re: Lowville Turkey Trot

c. NYS EFC – re: Pall Unit

Officers & Committee Reports:

a. **Village Attorney:**

- None.

b. **Mayor:**

- Mayor Beagle shared that financing was found for the purchase of the new cameras for the police department.

Motion by Trustee Terrillion, seconded by Trustee Widrick to purchase the new cameras pursuant to funding being available. All in favor.

- Mayor Beagle spoke with Sherry Vora who hoped of having the Christmas tree sale in the corner park.

c. **Clerk/Treasurer:**

- None.

d. **Chief of Police:**

- None.

e. **Superintendent:**
   - Supt. Denise reported that fall cleanup is approximately 95% complete and will continue as long as the weather permits. Christmas lights will be going up the week of Thanksgiving. Supt. Denise also shared that the fountain has not yet been completed. He noted that the contractor has been busy and if it is not installed by the end of the year, it will be completed in the Spring.

f. **Capital / Future Planning:**
   - None.

g. **Personnel:**
   - None.

h. **Finance:**
   - Trustee Murphy stated that the audits are complete through August, and he will be working on completing the remaining months.

i. **Liaisons:**
   - Fire Department:
     - Trustee Salmon shared that the letters have been mailed for their campaign fund drive.
   - Police Department:
     - None.
   - Joint Planning Bd./ZBA:
     - Trustee Murphy reiterated that a draft of the Lowville Comprehensive Plan is available.
   - Municipal Board:
     - None.
   - Town:
     - None.
   - County:
     - Trustee Salmon stated that Casandra Buell has submitted the grant application to pursue "Music in the Park."
   - Recreation:
     - Trustee Murphy noted that Double Play has a meeting coming up. There has not been a lot of movement in regard to the multi-use building. He also addressed the Board with the idea of a Christmas parade.
   - RACOG:
     - Mickey Dietrich stated a meeting was held and New Breman was approved to join RACOG. New Breman wanted to join the Cooperative ZBA but due to the number of members involved, there isn't room. However, if two other entities have an interest in joining then another Cooperative ZBA can be formed. Mr. Dietrich shared that there might be three crews involved with the LED lighting project to help speed up the process. He shared that he spoke with Casandra Buell who spoke to DOS. The saving costs of the project are associated with the construction costs, therefore once a community signs and closes their agreement, the project will be deemed complete for funding purposes. Mr. Dietrich also shared that the draft of the Lowville Comprehensive Plan will be posted to the website.
     - Trustee Terrillion shared his thoughts on the study of the economic impact of snowmobiling.

Public Comment:

- None.

Executive Session:

- None.

Adjournment:

4:54 PM – Motion by Trustee Salmon, seconded by Trustee Widrick to adjourn the meeting. All in favor.

Minutes submitted by: _____
DLS