VILLAGE OF LOWVILLE
BOARD OF TRUSTEES

Meeting Minutes
March 16, 2022

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 March 16th, 2022, by Mayor Joseph Beagle.

Roll Call:
Meeting included the following board members:
Mayor Joseph Beagle *Trustee Dan Salmon*
Trustee Charles Terrillion *Trustee Ed Murphy*

Others:
Paul Denise *Danielle St. Louis* *Henry Avallone* *Marie Western*
Joe Austin *Nick Altmire* *Matt Cervini* *Kathleen Ples*
Atty. Joseph Russell *Kevin Bamann* *Mickey Dietrich* *Joe Monnat*

Orders of the Day:

- **Public Hearing – Proposed Local Law – Tax Cap Override:**

  4:02 PM – Motion by Trustee Murphy, seconded by Trustee Terrillion to open the public hearing for the proposed Tax Cap Override Local Law. All in favor.

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

- **Public Hearing - Local Law – No Parking for Waters Terrace:**

  4:03 PM – Motion by Trustee Terrillion, seconded by Trustee Murphy to open public hearing for local law regarding no parking for Waters Terrace. All in favor.

Public Comment:

- Joe Monnat stated that the parking situation has deteriorated significantly and poses an unsafe condition in regard to traffic and accessing the street from a driveway. He would like to see something done to eliminate or reduce parking on the South side of the street.
- Marie Western noted that the parking issue doesn't really affect her as she does not have to drive in and out of her driveway during the day when the parking is very full. She did note that the students parking on the street try to fit as many cars as possible and suggested police ticketing could resolve this issue. She has concerns of no parking on the street and wonders if there is another alternative.
- Kathleen Ples stated that she would hate for parking to go away because residents rely on it. She wondered if more police presence, ticketing certain drivers, would help resolve the issue.
- Supt. Paul Denise suggested that in lieu of no parking, perhaps restrictions could be put in place, stating no parking from 7AM-3PM from September 1st through June 30th.

4:46 PM - Motion by Trustee Murphy, seconded by Trustee Terrillion to close the public hearing. All in favor.

Approval of Minutes/Excuse Board Members:

Motion by Trustee Terrillion, seconded by Trustee Murphy to approve the minutes of the February 16, 2022, regular meeting. All in favor.

Motion by Trustee Murphy, seconded by Trustee Terrillion to excuse Trustee Widrick from the regular meeting. All in favor.

Approval of Vouchers:

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

A #011	$ 70,187.82
F #011	$ 40,056.34
G #011	$ 27,817.62
HA #011	$ 160.00

Unfinished Business:

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

- Matt Cervini, GYMO, stated that a sewer line which was leaking in the testing videos has been repaired on Trinity Avenue. Final edits are being made to the "As Builts" and they will be given to Supt. Denise and the contractors.

b. **Phase II WWTP Upgrades:**

- Kevin Bamann, GYMO, stated that American Process Group (APG) is expected to begin work the first week of May. The aeration and diffuser equipment will be going out to bid. It was suggested to standardize the diffuser equipment.

Motion by Trustee Terrillion, seconded by Trustee Murphy to standardize the diffuser equipment to Parkson for purposes of efficiency and economy. All in favor.

Motion by Trustee Murphy, seconded by Trustee Terrillion to standardize the AquaLogics to SCADA for purposes of efficiency and economy. All in favor.

c. **Groundwater Well Development Project:**

- Kevin Bamann, GYMO, noted that he is still waiting on DOH to respond but did receive a verbal approval from the DEC. The construction and bid documents are in process.

- An Amendment to Owner-Engineer Agreement – re: Ground Water Project – Phase I was received. The amendment amount was for $127,400 which resulted from plan changes made by the DOH.

Motion by Trustee Terrillion, seconded by Trustee Murphy to authorize Mayor Beagle to sign the Amendment to Owner-Engineer Agreement- re: Ground Water Project-Phase I. All in favor.

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

- The contractors were informed that the sewer plant will need to be cleaned up come April 1. Mickey Dietrich has been working with Casandra Buell on correcting the Shared Services Agreement.

e. **Rezoning of Industrial Zone Options:**
- No current movement. Will be revisited at next month's meeting.

f. **Comprehensive Plan:**
- Formatting and corrections have been completed and the draft has been resubmitted to the County.

g. **Lewis County Facilities Improvement Project- re: Lead Agency:**
- No response has been received from the letter that was sent to the County. After attending a meeting, Supt. Denise reported that the Highway Project will not impact the Village and the storm runoff at the new DSS Building appears to have minimal impact on the Village.

New Business:

a. **Kraft Surcharges:**
- January 2022 - $6,500 (Sewer)
- February 2022 - $4,000 (Sewer)
- February 2022 -$0 (Water)

Motion by Trustee Murphy, seconded by Trustee Terrillion to approve the surcharges as presented. All in favor.

Supt. Denise informed that Kraft has been in contact. The cream cheese line will now be seven (7) days a week, 24 hours a day, two (2) shifts. Kraft is continuing to address and correct issues and anticipates the sewer outflow to be escalated until the issues are resolved.

b. **Local Law Amendment- re: Waters Terrace Parking:**

Motion by Trustee Murphy, seconded by Trustee Salmon to table action on the proposed local law amendment until next month's regular board meeting. All in favor.

c. **Proposed Local Law #2-2022 - Tax Cap Override:**
Motion by Trustee Salmon, seconded by Trustee Terrillion to adopt Local Law #2-2022 for the Tax Cap Override for the 2022-2023 Budget year. All in favor.

d. **Citizen of the Year Award:**
- The application is available on the Village website and in the Village Clerk's Office. Trustee Salmon reported that no nominations have been received yet.

e. **Organizational Meeting - re: Setting a Date:**
Motion by Trustee Murphy, seconded by Trustee Terrillion to schedule a Village organizational meeting on April 6th, 2022, at 4:00 PM. All in favor.

f. **Town of Lowville – Water District 1:**
- By recommendation of the Village of Lowville Municipal Board, it was advised that a new contract with the Town of Lowville- Water District 1 be updated to draw 50,000 gpd, an increase from 40,000 gpd. Supt. Denise spoke with the DEC and informed that the permits were abolished.

Motion by Trustee Terrillion, seconded by Trustee Murphy to approve the increased water withdrawal for Town of Lowville- Water District 1 to 50,000 gpd. All in favor.

g. **Tentative Budget for 2022-2023:**
   - The 2022-2023 tentative budget for the General, Water, and Sewer funds were presented to the Board members by Clerk-Treasurer St. Louis.
     Motion by Trustee Murphy, seconded by Trustee Terrillion to schedule a public hearing for the 2022-2023 budget on April 6th, 2022, at 4:00 PM. All in favor.

Correspondence:

a. RACOG – re: March 2022 Newsletter

b. Lowville Academy and Central School – re: Sand & Sweep Contract

c. The Butler Did It Players – re: Shakespeare in the Park
   Motion by Trustee Salmon, seconded by Trustee Terrillion to allow the group to use the park on Sunday, August 14, 2022. All in favor.

d. Lowville Fire Department – re: New member
   Motion by Trustee Salmon, seconded by Trustee Murphy to approve new member Joshua Staring to the Lowville Fire Department. All in favor.

Officers & Committee Reports:

a. **Village Attorney:**
   - None.

b. **Mayor:**
   - Mayor Beagle noted that summer recreation and skating expenses are getting costly. He asked the Town of Lowville to consider increasing their contribution to 40%, compared to the current 30%. A letter was sent to the County Manager asking if the County would be willing to assist with the cost.
   - March 22, 2022, a kick-off meeting will be held at the IDA to discuss projects for the DRI.

c. **Clerk/Treasurer:**
   - None.

d. **Chief of Police:**
   - Absent.
   - Mayor Beagle spoke of dog control and a potential agreement with the Town of Lowville.

e. **Superintendent:**
   - Supt. Denise noted that T.F. Wright will be installing the fountain before the end of April, weather permitting. He apologized to the Village residents for the condition of the roads.

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

g. **Personnel:**
   - Police Contract (2022-2026):
     Motion by Trustee Terrillion, seconded by Trustee Salmon to sign the Police Contract for years 2022-2023 through 2025-2026 commencing on June 1, 2022. All in favor.

h. **Finance:**
   - Trustee Murphy noted that bank statement audits are completed through November 2021. Trustee Salmon noted that the Justice bank statement audits are current.

i. **Liaisons:**

- Fire Department:
  - None.
- Police Department:
  - Trustee Terrillion requested an executive session to discuss personnel issues.
- Planning Bd./ZBA:
  - None.
- Municipal Board:
  - None.
- Town:
  - None.
- County:
  - Trustee Salmon noted that the County agreed to contribute $500 for "Music in the Park."
- Recreation:
  - None.
- RACOG:
  - Mickey Dietrich informed that the Board approved to move forward with the economic visioning summit. He noted that the Board also approved CGI who does promotional videos for municipalities.

Public Comment:

- None.

Executive Session:

5:15 PM – Motion by Trustee Murphy, seconded by Trustee Terrillion to enter executive session to discuss police personnel issues All in favor.

5:25 PM - Motion by Trustee Terrillion, seconded by Trustee Murphy to exit executive session. All in favor.

Adjournment:

5:25 PM - Motion by Trustee Terrillion, seconded by Trustee Murphy to adjourn the meeting. All in favor.

Minutes submitted by: _____
DLS