VILLAGE OF LOWVILLE
BOARD OF TRUSTEES

Meeting Minutes
April 20, 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 April 20th, 2022, by Mayor Joseph Beagle.

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

Others:
Danielle St. Louis *Randy Roggie* *Henry Avallone* *Richard Defone*
Joe Austin *Brian Finn* *Atty. Joseph Russell* *Kevin Bamann*
Mickey Dietrich *Julie Abbass*

Orders of the Day:

- None.

Approval of Minutes/Excuse Board Members:
Motion by Trustee Murphy, seconded by Trustee Widrick to approve the minutes of the April 6, 2022, special/organizational meeting. All in favor.

Approval of Vouchers:
Motion by Trustee Murphy, seconded by Trustee Terrillion to approve the vouchers as audited. All in favor.

A #012	$ 62,556.45
F #012	$ 80,764.34
G #012	$209,829.17
HA #012	$ 28,601.24

Unfinished Business:

a. **Five Street/Utility Reconstruction Project:**
- Kevin Bamann, GYMO, informed that he spoke with Municipal Solutions who are currently still working with EFC on the long-term financing for the sewer portion of the project.

b. **Phase II WWTP Upgrades:**
- Kevin Bamann, GYMO, stated a construction meeting was held with the general and electrical contractors and the contractors will be beginning work onsite.
- GYMO is working on doing the rebid for the aeration and diffuser equipment. The Board will need to do a restated bond resolution for the additional fees and costs. A cost estimate is being worked on and will be sent to Atty. Russell for review once complete.
- Kevin Bamann presented the following change orders which are covered under the contingencies:
    a. Change Order #1 – re: fire alarm system. Increase of $26,737.50.
    b. Change Order #2 – re: heater in the office. Increase of $8,805.55.

  Motion by Trustee Murphy, seconded by Trustee Salmon for Mayor Beagle to sign the Change Orders as presented. All in favor.

c. **Groundwater Well Development Project:**

- Kevin Bamann, GYMO, noted the resubmission was received back from DOH and verified that the water supply permit is complete. The Village is now able to draw slightly more the 2.1M GPD.

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

- The contractors are going to be back in the Village on April 25. The contractors are still having trouble obtaining the work permit to work on North and South State Street. There are four new installations that need to be completed. The shared services agreement states that the Village will be getting a little over $92,000 back which can be put to the cost of the LED lights.

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

- A draft was presented to the Board.
- Trustee Widrick presented information regarding ADU's (Accessory Dwelling Units) which appears to be an acceptable way of handling the housing shortage.

f. **Comprehensive Plan:**

- Town of Lowville is reassessing some portions of the plan and it is currently on hold with County Planning.

g. **Lewis County Facilities Improvement Project- re: Lead Agency:**

- The Village never signed off on the letter but met with engineers. Most of the construction will impact the Town more than the Village. According to the plan, there seems to be minimal storm runoff. The County has assumed lead agency.

h. **Local Law Amendment – re: Waters Terrace Parking:**

- Additional discussions were had regarding the parking on Waters Terrace, including comments from Brian Finn, Principal of LACS. A proposed map suggesting no parking for the northern section of the street and 11 designated parking places for the southern end of the street was suggested.

A motion by Trustee Widrick to proceed with the suggested parking map, effective September 1, 2022, was duly put to vote on a roll call, which resulted as follows:

Mayor Joseph Beagle	yes X	no ___
Trustee Charles Terrillion	yes X	no ___
Trustee Timothy Widrick	yes X	no ___
Trustee Dan Salmon	yes ___	no X
Trustee Ed Murphy	yes ___	no X

The motion was thereupon carried.

i. **Citizen of the Year Award:**

- Trustee Salmon noted that approximately five applications have been received.

j. **Tentative Budget for 2022-2023:**
Motion by Trustee Murphy, seconded by Trustee Terrillion to adopt the 2022-2023 Budget as presented to the Board. All in favor.

k. **Housing Authority Appointment:**
- Kathy Reed- Term through March 31, 2027.

Motion by Trustee Salmon, seconded by Trustee Widrick to approve appointment as listed above. All in favor.

l. **Music In the Park:**
- Trustee Salmon noted that a lot of bands are lined up.

New Business:

a. **Kraft Surcharges:**
- March 2022 - $4,250 (Sewer)
- March 2022 - $5,000 (Water)

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

b. **Budget Amendments:**
- Water Fund

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

c. **GIS Web-Based Hosting Agreement:**

Motion by Trustee Salmon, seconded by Trustee Widrick for Mayor Beagle to sign and renew the agreement with DANC. All in favor.

Correspondence:

a. RACOG – re: April 2022 Newsletter

b. Office of the State Comptroller – re: Fiscal Stress Scores

c. Susan Ross – re: Pickleball Court
Motion by Trustee Salmon, seconded by Trustee Widrick to authorize Supt. Denise and DPW to add a pickleball court to the existing tennis court. All in favor.

d. Lowville Fire Department – re: Office Approval & Chief's Annual Report
Motion by Trustee Salmon, seconded by Trustee Terrillion for approve of Fire Department officers as presented for the 2022-2023 year. All in favor.

e. Lowville Elks Lodge – re: Flag Day
Motion by Trustee Murphy, seconded by Trustee Widrick to approve the parade on June 18, 2022, and the use of the Veteran's Park for the parade formation site. All in favor.

f. Ryan Piche – re: Lewis County Community Cup
- Mayor Beagle suggested that the Village of Lowville be added to the waiver signed by participants, no alcohol was to be permitted on the premises, and a clean-up crew was to ensure the park was clean for a wedding the following day.

Motion by Trustee Widrick, seconded by Trustee Terrillion to approve Lewis County to use Veteran's Park on June 3, 2022. All in favor.

g. Friends of Lewis County Hospice – re: Light in Garden
   - The Village has been asked to install a light to shine on the angel in the Hospice Garden. Lighting options and cost estimates will be investigated and addressed at next month's meeting.

Officers & Committee Reports:

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

b. **Mayor:**
   - None.

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

d. **Chief of Police:**
   - Monthly report was presented to the Board.
   - Chief Roggie addressed the idea of a FOIL Officer as requests are becoming more frequent and determining what is disclosable is more complicated.
   - Trustee Salmon addressed the issue with delivery trucks and where they park.
   - Mayor Beagle stated that the Police Department has notified those parking on sidewalks aware of the new sidewalk law. He stated that Mr. Martin wanted to ask the Board if they would be willing to work with him until June 1 when he can have a driveway installed. The Board denied any exceptions.

e. **Superintendent:**
   - Supt. Denise was absent, Mayor Beagle provided update. T.F. Wright will be installing the fountain on April 27, 2022. The Spring cleanup has begun and DPW crews will be coming around on an as needed basis to clean up debris. It was also stated that the debris bunks at the sewer plant have been moved inside the fence line but are still open. The gate will be open 7AM-3:30PM Monday through Friday.

f. **Capital / Future Planning:**
   - Trustee Salmon wants to develop a plan for replacement of equipment on a per year basis to help look ahead.

g. **Personnel:**
   - None.

h. **Finance:**
   - Trustee Murphy shared that Trustee Terrillion was showed the procedures for auditing the vouchers. He noted that the Clerk's office has been audited through the end of the year and remaining audits will be completed in the coming weeks. Trustee Salmon noted he will finish auditing the court documents once all bank accounts are officially closed.

i. **Liaisons:**

- Fire Department:
  - None.
- Police Department:
  - None.
- Planning Bd./ZBA:
  - Trustee Murphy stated the next meeting is Wednesday, April 27, 2022.

- Municipal Board:
  - None.
- Town:
  - None.
- County:
  - Trustee Salmon noted that the Clerk's office should be receiving a check for approximately $52,000 in the beginning of May, going forward the water filtration plant will be removed from the tax roll. He also noted that $500 will be received for "Music in the Park."
- Recreation:
  - Mayor Beagle spoke with Dan Myers regarding the Summer Recreation program and a cost estimate is in progress. Trustee Murphy said sign-ups should be the beginning of June and expects to be running in full capacity this year.
- RACOG:
  - Mickey Dietrich informed the Board of upcoming events.

Public Comment:

- Richard Defone spoke of his opinions regarding parking for Waters Terrace and an incident with a car carrier parking in most of the driving lane at the Ford garage.

Executive Session:

- None.

Adjournment:

5:43 PM - Motion by Trustee Terrillion, seconded by Trustee Widrick to adjourn the meeting. All in favor.

Minutes submitted by: _____
DLS