VILLAGE OF LOWVILLE
BOARD OF TRUSTEES

Meeting Minutes
May 18, 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 May 18th, 2022, by Mayor Joseph Beagle.

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

Others:
Danielle St. Louis *Randy Roggie* *Henry Avallone*
Helen Birchenough *Joe Austin* *Atty. Joseph Russell*
Kevin Bamann *Mickey Dietrich* *Matt Cervini* *Nick Almire*

Orders of the Day:

- None.

Approval of Minutes/Excuse Board Members:
Motion by Trustee Widrick, seconded by Trustee Terrillion to approve the minutes of the April 20, 2022, special/organizational meeting. All in favor.

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

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

A #013	$ 76,037.26
F #013	$120,142.62
G #013	$ 78,511.13
HA #013	$370,349.49

Unfinished Business:

a. **Five Street/Utility Reconstruction Project:**
- Mayor Beagle stated the Village is still waiting for EFC to close out the long-term financing for the sewer portion of the project.

b. **Phase II WWTP Upgrades:**
- Kevin Bamann, GYMO, stated North Country Contractors, S.C. Spencer, and ENI Mechanical have all been onsite over the last month. APG, the lagoon contractor, will begin next week. The aeration and diffuser equipment rebid has gone out and the bid opening is scheduled for May 24, 2022, at 10:00AM. An amended bond resolution will need to be completed. A special meeting will be held on May 26, 2022, at 10:00AM.
- GYMO presented an additional engineering services agreement resulting in an adjustment of $110,500 for the design and rebid of the aeration system (diffusers).

Motion by Trustee Terrillion, seconded by Trustee Widrick to approve and authorize the Mayor to sign the GYMO Additional Engineering Services for $110,500. All in favor.

- GYMO presented Change Order #1 for American Process Group Inc. for fuel costs not to exceed $57,603.12.

Motion by Trustee Widrick, seconded by Trustee Terrillion to approve and authorize the Mayor to sign Change Order #1 for American Process Group Inc. for the amount listed above. All in favor.

c. **Groundwater Well Development Project:**
- Kevin Bamann, GYMO, stated the bid opening is scheduled for June 13, 2022, at 2:00 PM.

d. **Street Lighting LED Conversion Program:**
- The contractors are near completion. The Village received the shared services money. National Grid needs to complete a final inspection.

e. **Rezoning of Industrial Zone Options:**
- The draft to amend the local law adds an additional Neighborhood Commercial -2 Zone in areas currently in the Industrial and Neighborhood Commercial Zones located in the center of the Village. A copy of the draft and SEQR will be sent to County Planning.

Motion by Trustee Widrick, seconded by Trustee Terrillion to adopt and authorize the Mayor to sign Part 1 – Full Environmental Assessment Form for the industrial zoning changes. All in favor.

f. **Comprehensive Plan:**
- Helen Birchenough updated the Board on the progress of the Comprehensive Plan draft.

g. **Citizen of the Year Award:**
- Mayor Beagle noted that five applications have been submitted for review.

h. **Music In the Park:**
- The first concert is scheduled for June 28, 2022.

New Business:

a. **Kraft Surcharges:**
- April 2022 - $3,250 (Sewer)

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

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

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

- **Water Fund**

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

- **Sewer Fund**

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

c. **2022-2023 Contracts:**
   - **Lowville Fire Department – $64,372.78**

     Motion by Trustee Terrillion, seconded by Trustee Widrick to authorize the Mayor to sign the Fire Department contract as listed above. All in favor.

   - **Lowville Library – $5,000.00**

     Motion by Trustee Widrick, seconded by Trustee Terrillion to authorize the Mayor to sign the Library contract as listed above. All in favor.

   - **Lowville Village Band – $4,000.00**

     Motion by Trustee Terrillion, seconded by Trustee Widrick to authorize the Mayor to sign the Village Band contract as listed above. All in favor.

   - **Lowville Senior Citizen Club – $500.00**

     Motion by Trustee Widrick, seconded by Trustee Terrillion to authorize the Mayor to sign the Senior Citizen Club contract as listed above. All in favor.

d. **Recreation Commission Appointment – Dan Myers to 05/31/2027:**
   Motion by Mayor Beagle, seconded by Trustee Widrick to appoint Dan Myers to the Recreation Commission through 05/31/2027. All in favor.

e. **Housing Appointments:**
   - Trustee Widrick noted that two members have resigned, and vacancies will need to be filled.

Correspondence:

- RACOG – re: May 2022 Newsletter

- Young Law Office, PLLC – USDA Request for Reserved Parking Space
  Motion by Trustee Terrillion, seconded by Trustee Widrick to create a parking spot for the USDA at a rate of $100/month for a minimum of eighteen (18) months and a maximum of twenty-four (24) months. All in favor.

- Tori Myers – re: Veteran's Park Usage on June 21, 2022
  Motion by Trustee Widrick, seconded by Trustee Terrillion to allow the 1st grade of Lowville Elementary to use Veteran's Park on June 21, 2022, free of charge so long as the event is not open to the public. All in favor.

Officers & Committee Reports:

a. Village Attorney:
- None.

b. Mayor:

- Mayor Beagle received a proposal from the Town of Lowville for dog control. The proposal is still in negotiations.
- Insurance policy changes and quotes were presented to the Board.
  Motion by Trustee Widrick, seconded by Trustee Terrillion to decline the changes to deductibles for property and equipment breakdowns and law enforcement. All in favor.

  Motion by Trustee Terrillion, seconded by Trustee Widrick to decline the offer for FEMA Flood Quote. All in favor.
- The summer recreation projected cost was received from Dan Myers from Double Play. Mayor Beagle is looking for additional contributions from other sources to assist with the costs.

c. Clerk/Treasurer:

- None.

d. Chief of Police:

- None.

e. Superintendent:

- Supt. Denise stated that a laborer and mechanic have been hired. He noted that Spring cleanup is mostly complete, crews will continue to go around once a week for debris cleanup. He stated the fountain is complete with the exception of the lights. A paving schedule is currently in the process.

f. Capital / Future Planning:

- None.

g. Personnel:

- None.

h. **Finance:**

- None.

i. **Liaisons:**

- Fire Department:
  - None.
- Police Department:
  - None.
- Planning Bd./ZBA:
  - None.
- Municipal Board:
  - None.
- Town:
  - None.
- County:
  - None.
- Recreation:
  - None.
- RACOG:
  - Mickey Dietrich informed the Board of upcoming events.

Public Comment:

- None.

Executive Session:

- None.

Adjournment:

5:14 PM - Motion by Trustee Terrillion, seconded by Trustee Widrick to adjourn the meeting. All in favor.

Minutes submitted by: _____
DLS