VILLAGE OF LOWVILLE
BOARD OF TRUSTEES

Meeting Minutes
October 19, 2022

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 October 19th, 2022, by Mayor Joseph Beagle.

Roll Call:

Meeting included the following board members:

Mayor Joseph Beagle *Trustee Charles Terrillion* *Trustee Timothy Widrick*
Trustee Dan Salmon *Trustee Ed Murphy*

Others:

Danielle St. Louis *Paul Denise* *Henry Avallone* *Joe Austin*
Matt Cervini *Mickey Dietrich* *Nick Altmire* *Rich Defone*

Orders of the Day:

- **Public Hearing – Comprehensive Plan**
  3:59 PM – Motion by Trustee Murphy, seconded by Trustee Widrick to open the public hearing for the Town and Village of Lowville Comprehensive Plan. All in favor.

  4:30 PM – Motion by Trustee Salmon, seconded by Trustee Murphy to close the public hearing. All in favor.

Approval of Minutes/Excuse Board Members:
Motion by Trustee Salmon, seconded by Trustee Terrillion to approve the minutes of the September 21, 2022, regular 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 #05	$ 105,983.60
F #05	$ 43,786.97
G #05	$ 174,146.77
HA #05	$2,841,289.82

Unfinished Business:

a. **Five Street/Utility Reconstruction Project:**
   - Mayor Beagle stated the closing long-term financing with NYS EFC will be November 3, 2022. No further movement.

b. **Phase II WWTP Upgrades:**
   - Matt Cervini, GYMO, stated the sludge has been removed from Lagoon 1 and final prep of the lagoon has begun.

   Motion by Trustee Terrillion, seconded by Trustee Murphy to approve PayApp#9 for North Country Contractors, LLC in the amount of $790,335.16. All in favor.

Motion by Trustee Terrillion, seconded by Trustee Murphy to approve PayApp#5 for American Process Group Inc. in the amount of $1,414,026.28 contingent on a change order. All in favor.

c. **Groundwater Well Development Project:**
- Matthew Cervini, GYMO, noted that Manfred Construction has most of the watermain installed. The connections to the wells have been completed. The electrician should begin work at the end of the month, beginning of next month.

Motion by Trustee Widrick, seconded by Trustee Terrillion to approve PayApp#1 for Manfred Construction Inc. in the amount of $332,628.25. All in favor.

d. **Street Lighting LED Conversion Program:**
- The crews are supposed to be back in town to finish up punch-list items. The Village is also discussing the maintenance contracts.

e. **Comprehensive Plan:**
- A resolution will be passed at next month's meeting.

Motion by Trustee Salmon, seconded by Trustee Widrick to approve the Town and Village of Lowville Comprehensive Plan. All in favor.

f. **Dog Control:**
- The Board is to review the local law and look further into the leash issue. To be revisited at next month's meeting.

g. **Draft-Motorized Vehicle Local Law:**

Motion by Trustee Salmon, seconded by Trustee Murphy to set a public hearing for the proposed local law regarding motorized vehicles for November 16, 2022, at 4:00PM. All in favor.

h. **Draft-Ongoing Garage/Yard Sales:**
- Trustee Widrick recommended that the Village pursue and follow Watertown's local law. The local law is to be sent to Atty. Russell for language changes for a draft to be presented at next month's meeting.

New Business:

a. **Kraft Surcharges:**
- August 2022 - $0 (Sewer)
- September 2022 - $0 (Water)

b. **General Fund Budget Amendments:**

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

c. **Lowville Housing Authority Sanding & Sweeping Contract:**

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

d. **Fire Contracts:**

Motion by Trustee Salmon, seconded by Trustee Widrick for Mayor Beagle to sign the Memorandum of Understanding with the Town of Pickney from October 29, 2022 through December 31, 2022 and the Town of Harrisburg from October 22, 2022 through December 31, 2022. All in favor.

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

e. **Intermunicipal Agreement for RACOG:**

Motion by Trustee Widrick, seconded by Trustee Terrillion to authorize the mayor to sign the intermunicipal agreement for RACOG. All in favor.

f. **Appoint Kristen Ortlieb to Lowville Housing Authority through 3/31/2023:**

Motion by Trustee Murphy, seconded by Trustee Salmon to appoint Kristen Ortlieb to the Lowville Housing Authority through 3/31/2023. All in favor.

Correspondence:

- RACOG – re: October 2022 Newsletter
- Town of Pickney – re: Fire Coverage Contract
- Double Play Community Center – re: Turkey Trot
  Motion by Trustee Terrillion, seconded by Trustee Salmon to authorize the annual Thanksgiving Turkey Trot run on Thursday, November 24, 2022. All in favor.

Officers & Committee Reports:

a. Village Attorney:
- None.

b. Mayor:
- None.

c. Clerk/Treasurer:
- Clerk St. Louis reminded residents that tax collection concludes October 31, 2022. Payments made thereafter will need to be done with Lewis County. She also reminded that water/sewer bills will be mailed November 1, 2022.

d. Chief of Police:
- Absent.

e. Superintendent:
- Supt. Denise informed fall cleanup has started. Crews will be driving around for leaf cleanup. He also reminded residents to not combine leaves and brush.
- Barrett will be paving Jackson Street on Monday, October 24, 2022.
- The new "Welcome" signs for the Village have been installed.
- The new playground should arrive the second or third week in November and will be installed in the Spring.

f. Capital / Future Planning:
- None.

g. Personnel:

- Mayor Beagle requested an executive session to discuss personnel. Trustee Salmon also requested an executive session to discuss a specific department.

h. **Finance:**
- Trustee Murphy noted the audits of the office bank statements have been completed through July 2022.

i. **Liaisons:**
- Fire Department:
  - None.
- Police Department:
  - Monthly reports have been provided to the Board.
- Planning Bd./ZBA:
  - None.
- Municipal Board:
  - None.
- Town:
  - None.
- County:
  - None.
- Recreation:
  - Trustee Murphy informed that the bill was sent to Lewis County for the summer recreation program.
  - It was suggested that a committee be formed in January to discuss the program for the upcoming summer.
- RACOG:
  - Mickey Dietrich informed that the community introduction videos were complete and reviewed the current updates.

Public Comment:

- Rich Defone asked about excess office furniture, more specifically file cabinets. Supt. Denise informed that all current surplus has been auctioned and disposed of.

Executive Session:

4:40 PM – Motion by Trustee Widrick, seconded by Trustee Salmon to enter executive session to discuss personnel matters. All in favor.

5:00 PM – Motion by Trustee Terrillion, seconded by Trustee Murphy to exit executive session. All in favor.

Motion by Trustee Salmon, seconded by Trustee Murphy to pursue Kendall, Walton & Burrows to be the Village attorney. All in favor.

Adjournment:

5:02PM – Motion by Trustee Murphy, seconded by Trustee Widrick to adjourn the meeting. All in favor.

Minutes submitted by: _____
DLS