VILLAGE OF LOWVILLE
BOARD OF TRUSTEES

Meeting Minutes
March 15, 2023

Call to Order
A regular meeting of the Board of Trustees of the Village of Lowville was called to order at 4:01 PM on March 15th, 2023, by Mayor Joseph Beagle.

Roll Call:

Meeting included the following board members:

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

Others:

Danielle St. Louis *Paul Denise* *Atty. James Burrows* *Henry Avallone*
Joe Austin *Matt Cervini* *Mickey Dietrich* *Kevin Bamann*
Rich Defone *Charlotte Sullivan*

Orders of the Day:

- None.

Approval of Minutes/Excuse Board Members:
Motion by Trustee Salmon, seconded by Trustee Murphy to approve the minutes of the February 15, 2023, 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 #10	$	44,407.92
F #10	$	32,543.71
G #10	$	21,245.65
HA #10	$	90,436.60

Unfinished Business:

a. **Phase II WWTP Upgrades:**
- Kevin Bamann, GYMO, noted that American Process Group (APG) is planning to be back on-site April 10, 2023, to begin work on Lagoon II.

b. **Groundwater Well Development Project:**
- Kevin Bamann, GYMO, is still gathering schedules from contractors. Contractors are still awaiting materials.
- Kevin Bamann, GYMO, presented the following change order for S.C. Spencer Electric:
  a. Change Order #1 – re: increase of $15,304.20 for surge protection at the plant.

Motion by Trustee Widrick, seconded by Trustee Murphy to approve and authorize the Mayor to sign Change Order #1 for S.C. Spencer Electric for an increase of $15,304.20 for surge protection. All in favor.

c. **Street Lighting LED Conversion Program:**
- Mayor Beagle stated the light behind the Bateman is now working and National Grid was in town last week doing a survey of the three new lights to be installed. National Grid is changing five poles within the Village so the Village will need to have the lights installed so National Grid can energize them.

d. **Draft Local Law- Ongoing Garage/Yard Sales:**
- The Board reviewed the proposed local law drafted by Atty. Burrows.

Motion by Trustee Widrick, seconded by Trustee Salmon to set a public hearing for the proposed local law regarding ongoing garage/yard sales for April 5, 2023, at 4:00PM. All in favor.

e. **FCCLA Banners:**
- Trustee Salmon stated that a meeting was held with him, Mayor Beagle, Supt. Denise, and Brian Finn, LACS. An understanding has been addressed to handle the banners going forward.

f. **Draft Local Law- Recreational Vehicles and Campers:**
- The Board reviewed the proposed local law drafted by Atty. Burrow.

Motion by Trustee Widrick, seconded by Trustee Salmon to set a public hearing for the proposed local law regarding recreational vehicles and campers for April 5, 2023, at 4:00PM. All in favor.

g. **Music in the Park:**
- Trustee Salmon is securing funding and bands. The Village can write letters acknowledging donations from persons and businesses but cannot solicit for funding. The events are planned to begin the last Tuesday in June and run for eight weeks. The Fair Board is going to be asked if the pavilion can be used for rainy nights to avoid cancellations. Trustee Salmon also asked each Board member to nominate a resident for Citizen of the Year.

New Business:

a. **Kraft Surcharges:**
- January 2023 - $0 (Sewer)
- February 2023 - $0 (Water)

b. **Draft Local Law- Tax Cap Override:**
Motion by Trustee Murphy, seconded by Trustee Terrillion to set a public hearing to be held for a proposed Tax Cap Override Local Law on April 5, 2023, at 4:00PM.

c. **Tentative Budget 2023-2024:**
- The 2023-2024 tentative budget for the General, Water, and Sewer funds were presented to the Board.

d. **Organizational Meeting – re: Setting a Date:**
- Mayor Beagle reminded the Board of the organizational meeting to be help on April 5, 2023, at 4:00PM.

e. **Housing Authority Appointment:**
   - Kristen Ortlieb- Term through March 31, 2028.

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

Correspondence:

- RACOG – re: March 2023 Newsletter
- 2023 Lewis County Exemption Chart

Officers & Committee Reports:

a. **Village Attorney:**
   - Atty. Burrows stated the videoconferencing law is in effect. He also discussed a proposal for a local law for prior written notice of any defects or deficiencies. This local law would provide additional protection for the Village before a lawsuit.

   Motion by Trustee Widrick, seconded by Trustee Salmon to authorize Atty. Burrows to draft a local law regarding prior written notice. All in favor.

b. **Mayor:**
   - None.

c. **Clerk/Treasurer:**
   - The tentative budgets for the Water and Sewer funds will be updated once the debt schedule is received from Municipal Solutions.

d. **Chief of Police:**
   - None.

e. **Superintendent:**
   - None.

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

g. **Personnel:**
   - Trustee Salmon requested an executive session about the performance of an individual and asked that only the Board and Atty. be present.

h. **Finance:**
   - Trustee Murphy stated the audits of the office bank statements have been completed through December.

i. **Liaisons:**
   - Fire Department:
     - Trustee Salmon stated that the volunteers will not be providing security for the SNIRT run.
     - Joe Austin asked how to go about contacting the proper people regarding the roof warranty.
   - Police Department:
     - None.
   - Planning Bd./ZBA:
     - None.
   - Municipal Board:
     - None.
   - Town:
     - None.

- County:
    - Trustee Salmon stated that the County is interested in assisting with funding for the summer recreation.
- Recreation:
    - Mayor Beagle stated that Michael Young has applied for a grant for funding to put toward summer recreation.
- RACOG:
    - Mickey Dietrich reviewed the monthly updates and noted the upcoming Economic Visioning Summit. He noted that a meeting was held with the Governor's Traffic Safety Council and law enforcement within both counties regarding digital radar signs.

Public Comment:

- Charlotte Sullivan spoke regarding the parking on Park Place, noted that leaves were not picked up this past fall, and asked if the road will be repaved this Spring/Summer.
- Richard Defone asked for a more detailed update regarding the FCCLA Banners. He stated his opposition to the proposed recreational vehicles and campers local law. He also asked for an update regarding the State Police search warrant.
- Matt Cervini, GYMO, noted that the Local Government Conference is approaching and informed that Pat Scordo and himself will be presenting on site planning and site drawings.

Executive Session:

5:24 PM - Motion by Trustee Salmon, seconded by Trustee Murphy to enter executive session to discuss personnel matters. All in favor.

5:50 PM - Motion by Trustee Terrillion, seconded by Trustee Murphy to exit executive session. All in favor.

Adjournment:

5:51 PM - Motion by Trustee Murphy, seconded by Trustee Widrick to adjourn the meeting. All in favor.

Minutes submitted by: _____
DLS