VILLAGE OF LOWVILLE
BOARD OF TRUSTEES

Special/Organizational Meeting Minutes
April 5, 2023

Call to Order

A special meeting of the Board of Trustees of the Village of Lowville was called to order at 4:03 PM on April 5, 2023, by Mayor Joseph Beagle.

Roll Call:

The following board members were present:

Mayor Joseph Beagle *Trustee Timothy Widrick* *Trustee Charles Terrillion*
Trustee Dan Salmon *Trustee Anthony Adsit*

Others:

Danielle St. Louis *Henry Avallone* *Joe Austin*
Vincent Nortz *Ed Murphy*

Orders of the Day:

- **Public Hearing –Local Law-Ongoing Garage/Yard Sales:**

4:04 PM – Motion by Trustee Terrillion, seconded by Trustee Widrick to open the public hearing for the proposed local law regarding ongoing garage/yard sales. All in favor.

4:28 PM – Motion by Trustee Terrillion, seconded by Trustee Adsit to close the public hearing. All in favor.

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

4:05 PM – Motion by Trustee Terrillion, seconded by Trustee Salmon to open the public hearing for the proposed local law for a Tax Cap Override. All in favor.

4:27 PM – Motion by Trustee Terrillion, seconded by Trustee Widrick to close the public hearing. All in favor.

- **Organizational Meeting:**

a. Appointments:
   1. Deputy Mayor - Dan Salmon, Term through April 3rd, 2024.
   2. Clerk-Treasurer- Danielle St. Louis, Term through March 31st, 2027.
   3. Deputy Clerk-Treasurer – Wendy Snowden, Term through April 3rd, 2024.
   4. Village Historian – Charlotte Beagle, Term through April 3rd, 2024.

Motion by Trustee Salmon, seconded by Trustee Adsit to approve appointments as listed above. All in favor.

   5. Committees
      a. Capital/Future Planning – Trustee Salmon / Trustee Adsit
      b. Personnel – Trustee Widrick / Trustee Terrillion
      c. Finance – Trustee Terrillion / Trustee Widrick

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

6. Liaisons
    a. Fire Department – Trustee Salmon
    b. Police Department –Trustee Widrick
    c. Planning Bd. / ZBA – Trustee Adsit
    d. Municipal Board – Trustee Terrillion
    e. Town – Trustee Terrillion
    f. County – Trustee Salmon
    g. RACOG – Trustee Widrick/Trustee Adsit

Motion by Trustee Adsit, seconded by Trustee Terrillion to approve Liaisons as listed above. All in favor.

b. Official Undertakings:

1. Action to authorize appropriate insurance coverage (bonding) for relevant municipal officials.

Motion by Trustee Adsit, seconded by Trustee Widrick to approve Official Undertakings as listed above. All in favor.

c. Official Newspaper:
    1. Daily publications: Watertown Daily Times

Motion by Trustee Adsit, seconded by Trustee Widrick to approve official Newspapers as listed above. All in favor.

d. Notification of Regular Meetings:
    1. Regular meetings of the Board of Trustees will be on the third Wednesday of each month at 4:00 PM.
    2. Location for meetings will be the Village municipal building.

Motion by Trustee Widrick, seconded by Trustee Adsit to approve notification of regular meetings as listed above. All in favor.

e. Special Meetings:
    1. May be called by the Mayor, or by agreement of two Trustees.
    2. Trustees will be notified individually by the Village Clerk.
    3. Notification to the public and the media will be made as soon as possible after the scheduling of the meeting, with a minimum of seventy-two hours' notice, if that time is available.

Motion by Trustee Adsit, seconded by Trustee Terrillion to approve notification of special meetings as listed above. All in favor.

f. Resolutions to Adopt:
    1. **#2023-4** Advance Approval of Claims - attached

    2. **#2023-5** Designation of Depositories Allowance - attached

    3. **#2023-6** Mileage Allowance - attached

    4. **#2023-7** Attendance at Training – attached

Motion by Trustee Adsit, seconded by Trustee Salmon to approve resolutions as presented. All in favor.

g. Rules of Procedure:
    1. Attached.

Motion by Trustee Salmon, seconded by Trustee Adsit to approve the "Rules of Procedure". All in favor.

h. Date of Next Organizational Meeting:
    1. Next Organizational Meeting will be on Wednesday, April 3rd, 2024.

Motion by Trustee Widrick, seconded by Trustee Terrillion to approve the next organizational meeting for April 3, 2024. All in favor.

Approval of Minutes/Excuse Board Members:

Motion by Trustee Widrick, seconded by Trustee Salmon to approve the minutes of the March 15, 2023, regular meeting. All in favor.

Motion by Trustee Terrillion, seconded by Trustee Salmon to approve the minutes of the March 27, 2023, special meeting. All in favor.

Approval of Vouchers:

- None

Unfinished Business:

a. Tentative Budget for 2023-2024:
Motion by Trustee Widrick, seconded by Trustee Terrillion to schedule a public hearing for the 2023-2024 budget on April 19th, 2023. All in favor.

b. Proposed Local Law- Ongoing Garage/Yard Sales:
Motion by Trustee Adsit, seconded by Trustee Widrick to adopt Local Law #2-2023 for ongoing garage/yard sales. All in favor.

c. Proposed Local Law- RV's and Camping Trailers:
Motion by Trustee Salmon, seconded by Trustee Adsit to reschedule a public hearing for proposed local law regarding recreational vehicles and camping trailers on April 19th, 2023. All in favor.

New Business

a. Proposed Local Law-Prior Written Notice:
Motion by Trustee Widrick, seconded by Trustee Adsit to schedule a public hearing for proposed local law regarding prior written notice on April 19th, 2023. All in favor.

Correspondence:

- Lowville Volunteer Fire Department- re: Chief's Annual Report for 2022-2023

- Lowville Volunteer Fire Department- re: Election of Officers for 2023-2024
Motion by Trustee Salmon, seconded by Trustee Adsit for approval of Fire Department officers as presented for the 2023-2024 year. All in favor.

- Lowville Volunteer Fire Department- re: New Member
Motion by Trustee Widrick, seconded by Trustee Adsit to approve new member Todd Miller to the Lowville Volunteer Fire Department. All in favor.

- Lowville Volunteer Fire Department- re: Member Resignation
  Motion by Trustee Adsit, seconded by Trustee Salmon to approve resignation of Tyler Thomas from the Lowville Volunteer Fire Department. All in favor.

Officers & Committee Reports:

a. Village Attorney:
- None.

b. Mayor:
- Mayor Beagle noted that he has been working with Bob Mullin, Dan Myers, and Michael Young on the summer recreation program. He stated that Michael Young has applied for grants and the County has agreed to fund the same amount as last year for all children residing outside of the Village.
- Radar signs have been ordered and should be arriving next week.

c. Clerk/Treasurer:
- None.

d. Chief of Police:
- None.

e. Superintendent:
- Supt. Denise noted that spring cleanup will begin April 17, 2023, weather dependent.

f. Capital/Future Planning:
- None.

g. Personnel:
- None.

h. Finance:
- Mayor Beagle stated that the annual report for the American Rescue funds has been filed and the transfer of funds from KeyBank to Community Bank is complete.

i. Liaisons:
- Fire Department – None.
- Police Department – None.
- Planning Bd./ZBA – None.
- Municipal Board – None.
- Town – None.
- County – None.
- Recreation – None.

Public Comment:
- Vincent Nortz introduced himself and stated that he is seeking the republican nomination for District #5 Legislator and is running against Richard Chartrand.

Executive Session:
- None.

Adjournment:

4:37 PM - Motion by Trustee Salmon, seconded by Trustee Adsit to adjourn the meeting. All in favor.

Minutes submitted by: _____
DLS