VILLAGE OF LOWVILLE
BOARD OF TRUSTEES

Meeting Minutes
April 19, 2023

Call to Order
A regular meeting of the Board of Trustees of the Village of Lowville was called to order at 4:03 PM on April 19th, 2023, by Mayor Joseph Beagle.

Roll Call:
Meeting included the following board members:
Mayor Joseph Beagle *Trustee Charles Terrillion* *Trustee Tim Widrick*
Trustee Antony Adsit *Trustee Dan Salmon (Via Zoom)*

Others:

Danielle St. Louis	*Paul Denise*	*Randy Roggie*	*Joe Austin*
Atty. James Burrows	*Henry Avallone*	*Matt Cervini*	*Mickey Dietrich*
Kevin Bamann	*Rich Defone*	*Vincent Nortz*	*Craig Heitger*
Michael Leonardo	*Nick Almire*		

Orders of the Day:

- **Public Hearing – re: Local Law- Recreational Vehicles and Campers**
  4:04 PM – Motion by Trustee Terrillion, seconded by Trustee Widrick to open the public hearing for the proposed local law regarding recreational vehicles and campers. All in favor.

  4:22 PM – Motion by Trustee Terrillion, seconded by Trustee Adsit to close the public hearing. All in favor.

- **Public Hearing – re: Tentative Budget 2023-2024:**
  4:04 PM – Motion by Trustee Adsit, seconded by Trustee Terrillion to open the public hearing for the proposed 2023-2024 Tentative Budget. All in favor.

  4:23 PM – Motion by Trustee Adsit, seconded by Trustee Terrillion to close the public hearing. All in favor.

- **Public Hearing – re: Local Law- Prior Written Notice**
  4:04 PM – Motion by Trustee Adsit, seconded by Trustee Terrillion to open the public hearing for the proposed local law regarding prior written notice. All in favor.

  4:24 PM – Motion by Trustee Widrick, seconded by Trustee Adsit to close the public hearing. All in favor.

Approval of Minutes/Excuse Board Members:
Motion by Trustee Widrick, seconded by Trustee Terrillion to approve the minutes of the April 5, 2023, special/organizational 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 #13	$	81,708.14
F #13	$	33,692.50
G #13	$	395,806.14
HA #13	$	72,170.86

Unfinished Business:

a. **Phase II WWTP Upgrades:**

- Matt Cervini, GYMO, informed that disinfection equipment will be getting turned on and started.
- Change Order #1 for Henderson Brothers- re: no cost but includes a new wage rate schedule.

Motion by Trustee Terrillion, seconded by Trustee Adsit to approve and authorize the Mayor to sign Change Order #1 for Henderson Brothers to include a new wage rate schedule. All in favor.

- Change Order #1 for North Country Contractors- re: decrease of $98,900 for materials not needed and the addition of a chemical feed line for $5,000.

Motion by Trustee Terrillion, seconded by Trustee Widrick to approve and authorize the Mayor to sign Change Order #1 for North Country Contractors for a decrease of $98,900. All in favor.

b. **Groundwater Well Development Project:**

- Matt Cervini, GYMO, reported that the transformer has come in. There are some issues with the grounding of the poles with National Grid that are being worked through. Manfred Construction is waiting for the remainder of the materials to arrive.

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

- Mayor Beagle reported the Village is in the process of closing out the project and getting the final bill. There are several lights not working properly and New York Power Authority has been notified. An independent contractor will be reinstalling the lights on the poles that were changed out by National Grid.

d. **Proposed Local Law- Recreational Vehicles and Campers:**

Motion by Trustee Adsit, seconded by Trustee Terrillion to adopt Local Law #3-2023 for recreational vehicles and campers. All in favor.

e. **Music in the Park:**

- Trustee Salmon reported two bands have been booked. He noted that the Fair Board approved the use of the pavilion during inclement weather.

f. **Tentative Budget 2023-2024:**

Motion by Trustee Adsit, seconded by Trustee Widrick to adopt the 2023-2024 Budget as presented to the Board. All in favor.

g. **Proposed Local Law- Prior Written Notice:**

Motion by Trustee Adsit, seconded by Trustee Widrick to adopt Local Law #4-2023 for prior written notice. All in favor.

New Business:

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

b. **General Fund Budget Amendments:**
   Motion by Trustee Widrick, seconded by Trustee Terrillion to approve General Fund budget amendments as presented. All in favor.

c. **Hauled Septage Increase:**
   Motion by Trustee Adsit, seconded by Trustee Widrick to increase the hauled septage rate to $0.08 effective for the June 1, 2023, billing. All in favor.

d. **KeyBank Zoning Change:**
   - Michael Leonardo, KeyBank Representative, requested a zone change for the construction of a canopy to expand drive-thru services.
   - A referral to Lewis County Planning will be sent for review.

   Motion by Trustee Adsit, seconded by Trustee Widrick to deem the KeyBank application for a zone change complete. All in favor.

   Motion by Trustee Widrick, seconded by Trustee Terrillion to set a public hearing for a zoning change on May 17, 2023, at 4:00 PM. All in favor.

Correspondence:

- RACOG – re: April 2023 Newsletter
- Office of State Comptroller- 2022 Environmental Stress
- Lewis County- 2023 Assessment for 7519 E State Street
- Lewis County- 2023 Assessment for S. State Street

Officers & Committee Reports:

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

b. **Mayor:**
   - Mayor Beagle reported that he has submitted for funding of new picnic tables for Veteran's Park through the George Davis Grant. He stated the new radar signs have arrived and will be installed. He presented two proposed local laws. He asked the Board to consider changing no parking on Reeds Terrace to no stopping, no standing. He also asked, per recommendation by NYS DOT, to change two-hour parking to no parking on North State Street.

Motion by Trustee Terrillion, seconded by Trustee Adsit to set a public hearing for a proposed local law to change no parking to no stopping, no standing on Reeds Terrace on May 17, 2023, at 4:00 PM. All in favor.

Motion by Trustee Terrillion, seconded by Trustee Adsit to set a public hearing for a proposed local law to change two-hour parking to no parking on North State Street on May 17, 2023, at 4:00 PM. All in favor.

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

d. **Chief of Police:**
   - Chief Roggie provided the monthly department report to the Board.

Motion by Trustee Terrillion, seconded by Trustee Widrick to deem two bar lights from the old vehicles as surplus and place on Auctions International. All in favor.

e. **Superintendent:**
   - Supt. Denise reminded that brush should not be placed in the road and should be placed on the shoulder of the property. He stated that DPW crews are currently picking up brush and sweeping roads. He noted that potholes will be filled once the asphalt plant opens and mix is available. He also stated the DPW is looking for summer help.

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:
     - Mayor Beagle provided the proposal of $65,675 for the summer recreation program. He noted that the County is willing to pay $300 per child for each child not residing within the Village. He suggested that the Town of Lowville increase their contribution from 30% to 40%. Michael Young has applied for an outside grant to help offset expenses as well.
   - RACOG:
     - Mickey Dietrich reminded that the Economic Visioning Summit is next week.

Public Comment:

- Richard Defone stated his traffic concerns regarding unloading cars at the Ford garage.

- Joe Austin asked if a fee could be charged to the families to help cover the rising cost of the summer recreation program.

Executive Session:

4:56 PM - Motion by Trustee Terrillion, seconded by Trustee Widrick to enter executive session to discuss personnel matters. All in favor.

5:08 PM - Motion by Trustee Widrick, seconded by Trustee Adsit to exit executive session. All in favor.

Adjournment:

5:08 PM - Motion by Trustee Terrillion, seconded by Trustee Widrick to adjourn the meeting. All in favor.

Minutes submitted by: _____
DLS