VILLAGE OF LOWVILLE
BOARD OF TRUSTEES

Meeting Minutes
May 17, 2023

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 17th, 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*

Others:

Danielle St. Louis *Paul Denise* *Randy Roggie* *Henry Avallone*
Atty. James Burrows *Matt Cervini* *Vincent Nortz*
Nick Almire

Orders of the Day:

- **Public Hearing – re: Amend Local Law- Zoning Map:**
  4:00 PM – Motion by Trustee Adsit, seconded by Trustee Terrillion to open the public hearing to amend the zoning map. All in favor.

  4:32 PM – Motion by Trustee Adsit, seconded by Trustee Terrillion to close the public hearing. All in favor.

- **Public Hearing – re: No Parking, Stopping or Standing on Reeds Terrace:**
  4:03 PM – Motion by Trustee Salmon, seconded by Trustee Adsit to open the public hearing for no parking, stopping or standing on Reeds Terrace. All in favor.

  4:32 PM – Motion by Trustee Widrick, seconded by Trustee Salmon to close the public hearing. All in favor.

- **Public Hearing – re: Local Law- No Parking on North State Street**
  4:03 PM – Motion by Trustee Terrillion, seconded by Trustee Widrick to open the public hearing for no parking on North State Street. All in favor.

  4:43 PM – Motion by Trustee Widrick, seconded by Trustee Terrillion to close the public hearing. All in favor.

Approval of Minutes/Excuse Board Members:
Motion by Trustee Widrick, seconded by Trustee Adsit to approve the minutes of the April 19, 2023, regular meeting. All in favor.

Approval of Vouchers:

Motion by Trustee Terrillion, seconded by Trustee Adsit to approve the vouchers as audited. All in favor.

A #114	$	46,617.63
F #114	$	26,776.85
G #114	$	76,504.99
HA #114	$	483,533.64

Unfinished Business:

a. **Phase II WWTP Upgrades:**

- Matt Cervini, GYMO, reported the electrical equipment and materials have not yet been received. At this time, the treatment building is operating manually. He also informed that a diver will be onsite, and repairs will be made to the valves in the lagoons.

b. **Groundwater Well Development Project:**

- Matt Cervini, GYMO, reported that the electrical components for the panel have not yet been received. The transformer and generator are onsite. The new utility pole has been set.
- Change Order #1 for S.C. Spencer Electric- re: increase of $2,955.45 for an additional grounding mat, extra ground rods, wire, stone, and labor for new utility pole.

Motion by Trustee Adsit, seconded by Trustee Terrillion to approve and authorize the Mayor to sign Change Order #1 for S.C. Spencer Electric for an increase and $2,955.45. All in favor.

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

- Mayor Beagle reported we are still awaiting the final invoice from New York Power Authority. Due to a delay in parts, the new lights have not yet been installed. The contractors will be back on site in September.

d. **Music in the Park:**

- Trustee Salmon reported music will begin the last Tuesday of June. Currently, 6 of the 8 weeks have been booked. He stated there will be music on Tuesday, July 4, 2023. He also stated that Slider's, W.B. Payne, Empire, United Healthcare, and Lewis County have sponsored the events.
- Trustee Salmon reported that there were two nominations for Citizen of the Year. Lowville Academy has chosen a winner that will be announced the night of the Lewis County Fair Parade.

e. **Amend Local Law: Zoning Map:**

- Atty. Burrows provided an overview of the zoning map change and process. The Village is awaiting review by Lewis County Planning.

f. **Proposed Local Law- No Parking, Stopping or Standing on Reeds Terrace:**

Motion by Trustee Adsit, seconded by Trustee Widrick to adopt Local Law #5-2023 for no parking, stopping or standing on Reeds Terrace. All in favor.

g. **Proposed Local Law- No Parking on North State Street:**

Motion by Trustee Terrillion, seconded by Trustee Adsit to adopt Local Law #6-2023 for no parking on North State Street. All in favor.

New Business:

a. **Kraft Surcharges:**
   - March 2023 - $500 (Sewer)
   - April 2023 - $0 (Water)

   Motion by Trustee Widrick, seconded by Trustee Salmon to approve the surcharge as presented. All in favor.

b. **Budget Amendments:**
   - **General**
   - **Water**
   - **Sewer**

   Motion by Trustee Adsit, seconded by Trustee Widrick to approve General, Water, and Sewer Fund budget amendments as presented. All in favor.

c. **2023-2024 Contracts:**
   - **Lowville Fire Department - $67,240.04**
     Motion by Trustee Salmon, 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 Adsit, 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 Salmon, seconded by Trustee Terrillion 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 Adsit, seconded by Trustee Widrick to authorize the mayor to sign the Senior Citizen Club contract as listed above. All in favor.

   - **Double Play - $65,675.00**
     Motion by Trustee Terrillion seconded by Trustee Salmon to authorize the mayor to sign the Double Play Summer Recreation contract as listed above. All in favor.

     Mayor Beagle informed Michael Young received two grants in the amount of approximately $26,000 towards the summer recreation program. A portion of the grant funds will be used to help offset the cost of the program. The County also agreed to pay $300 per child for each child not residing within the Town and Village.

d. **Municipal Board Alternate Appointment- Mark Tabolt through 12/31/2024:**

   Motion by Trustee Terrillion, seconded by Trustee Adsit to appoint Mark Tabolt as Municipal Board Alternate through 12/31/2024. All in favor.

e. **Recreation Commission Appointment- Edward Murphy through 05/31/2028:**

   Motion by Trustee Salmon, seconded by Trustee Widrick to appoint Edward Murphy to the Recreation Commission through 05/31/2028. All in favor.

f. **Juneteenth (June 19) Holiday:**
Motion by Trustee Salmon, seconded by Trustee Adsit to close the Village offices and departments on June 19, 2023, in observance of Juneteenth. All in favor.

g. **Contract for Use of Village Park on June 2, 2023:**
Motion by Trustee Salmon, seconded by Trustee Terrillion to approve Lewis County to use Veteran's Park on June 2, 2023. All in favor.

h. **Downtown Revitalization Initiative (DRI):**
- Trustee Widrick suggested expanding the map and creating a master plan to include additional private investments for the DRI application. He asked the Board if the Village would be willing to contribute additional funds toward the application if necessary.

Motion by Trustee Salmon, seconded by Trustee Widrick to construct a master plan and increase funding for the DRI application. All in favor.

Correspondence:

- RACOG – re: May 2023 Newsletter
- Lewis County- 2023 Assessment for 7720-7726 Number Three Road
- Lewis County- 2023 Assessment for 5590 River Street
- Lewis County- 2023 Assessment for Forest Ave.
- Lewis County- 2023 Assessment for 7701 Forest Ave.
- Easton Street Drainage Letters from Sharon Sears, Andrew and Julie Wetmore, Mary Lou Reed, and Megan Gilbert

Officers & Committee Reports:

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

b. **Mayor:**
- Mayor Beagle received a phone call from a resident on Forest Ave. thanking Deron Davoy for helping put out a fire.
- Mayor Beagle presented a quote from White's Clock and Carillon NE, Inc. for a one-year maintenance contract in the amount of $650.00. The Board agreed not to move forward with the current year maintenance contract due to recent maintenance being completed.

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

d. **Chief of Police:**
- Chief Roggie provided the monthly department and speed sign reports to the Board.

e. **Superintendent:**
- Supt. Denise informed that Barrett Paving will begin paving the following: East State Street (from the bridge to the four corners), Hemlock Drive, Cascade Ave. (from the bridge to Stowe Street), and Park Place.
- He reminded residents that blowing grass into the road is illegal.

- The Village is in the process of removing the wooden boat at Veteran's Park which will be donated to the Town of Turin. Once complete, the American Legion will be assisting with the installation of the new playground.
- Two projects will be completed this coming year including the culvert on East State Street near Maple Ave. and the storm drainage on Stewart Street.
- A grant was submitted for Veteran's Park for a splash pad, walkway, and a handicap accessible pad in front of the band stand. It has been sponsored by Senator Charles Schumer and Senator Kirsten Gillibrand.

f. **Capital / Future Planning:**
- Trustee Salmon asked to meet with Supt. Denise to discuss a strategic plan for the coming years.

g. **Personnel:**
- Mayor Beagle requested an executive session to discuss the contract with the DPW personnel.

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:
  - None.

Public Comment:

- None.

Executive Session:

5:06 PM - Motion by Trustee Salmon, seconded by Trustee Adsit to enter executive session to discuss the DPW personnel contract and ask advice of our attorney. All in favor.

5:46 PM - Motion by Trustee Terrillion, seconded by Trustee Salmon to exit executive session. All in favor.

Adjournment:

5:47 PM - Motion by Trustee Salmon, seconded by Trustee Adsit to continue today's meeting until June 7, 2023, at 4:00 PM. All in favor.

Minutes submitted by: _____
DLS