VILLAGE OF LOWVILLE
BOARD OF TRUSTEES

Meeting Minutes
August 16, 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 August 16, 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*	*Chief L. Michael Tabolt*	*Atty. James Burrows*
Henry Avallone	*Vincent Nortz*	*Matt Cervini*	*Richard Defone*
Lauryn Tabolt	*Casandra Buell*	*Mickey Dietrich*	

Orders of the Day:
- Trustee Widrick stated the Village is the lead agency on the DRI application. Naturally Lewis and the County Planning office are assisting. The Labella Group has been hired as a consultant. Ms. Buell explained the visioning for the DRI. Ms. Buell explained the outcome of a survey completed to determine the specific areas the DRI will concentrate. The final report is to be adopted at the September board meeting and the application submitted on September 29, 2023.

Approval of Vouchers:
Motion by Trustee Terrillion, seconded by Trustee Widrick to approve the vouchers as audited. All in favor.

A #03	$	39,589.94
F #03	$	53,124.53
G #03	$	41,186.73
HA #03	$	185,129.09

Unfinished Business:

a. **Phase II WWTP Upgrades:**
- Matt Cervine, GYMO, reported the aeration and diffuser parts have been shipped. The project is in the final stages of the treatment and control equipment start up with the contractors working on their respective punch lists.

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b. **Groundwater Well Development Project:**
- Matt Cervini, GYMO, reported that the well project is on track for September start up.

c. **Street Lighting LED Conversion Program:**
- Mayor Beagle reported we have not received the final bill yet. NY Power Authority was contacted to repair 6 of the new lights that are not working properly. NY Power Authority is anticipating the 30th of August to come for repairs.

d. **Music in the Park:**
- Trustee Salmon reported the concert series is coming to a close. There have been 2 concerts at the pavilion due to the weather which he states worked well.

e. **Zoning**

- Mayor Beagle presented the Board with clarifications requested by the Zoning Officer Kathy Manning. Ms. Manning has suggested adding additional information into §201-840 for determining when required/exempt from the VC Zone, the definition of a driveway, and when a driveway is required as well as clarification on handicap ramps. The Board will review the suggestions and address at the next meeting.

New Business:

a. **Kraft Surcharges:**

- May 2023 water surcharge $5000

  At the request of Kraft, the billing days have been changed to coincide with their work week. Sunday to Saturday. The Village has been tracking the readings by the calendar month. With this change, May no longer has a surcharge.

Motion by Trustee Terrillion, seconded by Trustee Adsit to rescind the motion to approve the water surcharges for May. All in favor.

- June 2023 water surcharge $5000

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

- July 2023 water surcharge $10,000

Motion by Trustee Adsit, seconded by Trustee Terrillion to approve the July water surcharge as presented. All in favor.

- June 2023 sewer surcharge $0

Superintendent Denise reported once the new meter is installed, the Kraft meter will not need to be manually read.

b. **Resolution: Cream Cheese Festival Detour:**

Motion by Trustee Salmon, seconded by Trustee Adsit to approve resolution #2023-12 for the Cream Cheese Festival detour. All in favor.

c. **2023 Tax Collection Sheet:**
The tax collection sheet for the 2023 collection year was presented.

Motion by Trustee Salmon, seconded by Trustee Adsit to approve the 2023 tax collection sheet as presented. All in favor.

d. **Lowville Fire Department Budget:**
The 2024 budget was presented to the Village Board.

Motion by Trustee Salmon, seconded by Trustee Adsit to accept the budget as presented. All in favor.

e. **Railroad Transportation Letter:**

Trustee Salmon presented a letter he drafted to the Federal Surface Transportation Board regarding the Mohawk Adirondack Northern Railroad and the Lowville Beaver River Railroad

abandonment. Trustee Salmon presented a motion to mail the drafted letter to the transportation board. This motion did not receive a second.

f. **Ag. Society Water Agreement:**
The Municipal board updated the Ag. Society Water agreement and recommended the Board of Trustees for their approval. The change was to lower the unbilled usage amount to 75,000 cubic feet for May to November billing and 20,000 cubic feet for November to May billing.

Motion by Trustee Terrillion, seconded by Trustee Adsit to approve the Ag. Society water agreement as recommended by the Municipal Board. All in favor.

Correspondence:

- RACOG – re: August 2023 Newsletter
- Cream Cheese Festival

Officers & Committee Reports:

a. **Village Attorney:**
- Atty. Burrows stated the amendment for the zone change for Key Bank was filed and effective July 10, 2023.
- Mr. Burrows also explained the situation another Village just encountered with lithium batteries and a fire. Mr. Burrows stated that the Village should consider a moratorium for a certain time while a search for what the regulations would be for new and existing applications regarding battery storage systems. NYS is not satisfied with the progress of renewable energy and feels the communities should do more.

b. **Mayor:**
- Mayor Beagle reported that the server needs to be updated, 2 switches and the evidence laptop at the request of our IT Department.
Motion by Trustee Salmon, seconded by Trustee Terrillion to approve the IT upgrades with as presented in an estimate with a cap of $15,000. All in favor.
- Mayor Beagle reported the Town of Lowville pressure washed and painted the building and the Village portion will be $5412.00.

c. **Clerk/Treasurer:**
- Clerk/Treasurer St. Louis reported she is in the process of getting General Code updated.

d. **Chief of Police:**
- Chief L. Michael Tabolt reported the Lewis County Fair was successful safety wise. Matt Martin has been doing a great job as the newly appointed Sargeant. Chief Tabolt has attended multiple meetings and gave a report on those meetings. School is opening soon and to be vigilant for safety. Trustee Adsit asked about the bicycles on the sidewalk. Chief Tabolt will research a possible solution.

e. **Superintendent:**
- Supt. Denise stated that the new playground at Veterans Park has been completed by the DPW staff. DPW has been working on storm clean up. A new sidewalk has been installed to connect River St. to Jackson St.

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

g. **Personnel:**
- Trustee Terrillion requested an executive session to discuss a personnel matter.

h. **Finance:**
- None.

i. **Liaisons:**

- Fire Department:
  - None.
- Police Department:
  - None.
- Planning Bd./ZBA:
  - Trustee Adsit reported the meeting is next Wednesday.
- Municipal Board:
  - None.
- Town:
  - None.
- County:
  - None.
- Recreation:
  - None.
- RACOG:
  - Mickey Dietrich reported the RACOG board meeting will be the 27th. Mr. Dietrich updated the Board on other organizational changes.

Public Comment:

- Joe Austin thanked Mr. Denise and the DPW staff for their help with yard debris pick up.

Executive Session:

5:19 PM - Motion by Trustee Widrick, seconded by Trustee Terrillion to enter executive session to discuss personnel matters. All in favor.

6:25 PM - Motion by Trustee Adsit, seconded by Trustee Widrick to exit executive session. All in favor.

Adjournment:

6:26 PM - Motion by Trustee Salmon, seconded by Trustee Adsit to adjourn the meeting. All in favor.

Minutes submitted by: _____
WSS Deputy Clerk/Treasurer