VILLAGE OF LOWVILLE
BOARD OF TRUSTEES

Meeting Minutes
October 18th, 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 October 18th, 2023 by Mayor Joseph Beagle.

Roll Call:

Meeting included the following board members:

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

Others:
Paul Denise *L. Michael Tabolt* *Pam Roes* *Atty. James Burrows* *Joe Austin*
Henry Avallone *Vincent Nortz* *Matt Cervini* *Kevin Bamann* *Mickey Dietrich*
Brandon Arthur *Daryl Ortlieb* *Matt Martin* *Laurie Rowsam* *Betty Rowsam*
Brian Widrick

Orders of the Day:

- None.

Approval of Minutes/Excuse Board Members:

Motion by Trustee Adsit, seconded by Trustee Widrick to approve the minutes of the September 20th, 2023 regular meeting. All in favor.

Motion by Trustee Adsit, seconded by Trustee Terrillion to approve the minutes of the October 2nd, 2023 special continuation 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 #006	$ 190,308.96
F #006	$ 26,688.24
G#006	$ 75,557.77
HA#006	$ 741,533.92

Unfinished Business:

a. **Phase II WWTP Upgrades:**

- Mr. Bamann reported that Henderson Bros. has been working on the diffuser equipment. Some of the contracts are close to being closed out. There are some punch list items and staff training to be completed.
  - American Process Group Inc. Change Order #4 – ($1,170,924.82).

Motion by Trustee Terrillion, seconded by Trustee Widrick to approve APG Change Order #4 in the amount of ($1,170,924.82). All in favor.

b. **Groundwater Well Development Project:**

- Mr. Bamann reported that the inside equipment work is mostly finished. The wells and water lines outside have been tested and disinfected and are waiting for the NYSDOH final approval on those. There are a couple of things that S. C. Spencer needs to do with AquaLogics for the remote control for certain parts of the plant.
- **Resolution 2023-15:** AquaLogics Systems – Sole Source. In order to standardize controls at the Water Filtration Plant an exception to the General Municipal Law procurement process is being made to consider AquaLogics Systems Inc. as the sole source of Control/Telemetry System modifications for the Village water system.

  Motion by Trustee Widrick, seconded by Trustee Adsit to designate AquaLogics Systems Inc. as the sole source of Control/Telemetry System modifications for the village water supply and distribution system. All in favor.
- AquaLogics Systems, Inc. Proposal - $76,560: Contingency monies are available to cover proposal from AquaLogics for installation of three new control panels at the water storage tank, Youngs Pond Pump Station and the E. State Street Booster Pump Station.

  Motion by Trustee Adsit, seconded by Trustee Widrick to approve the AquaLogics Systems proposal in the amount of $76,560. All in favor.

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

- Mayor Beagle reported that there are still two new lights to be installed and installation is scheduled for November 2nd.

d. **Zoning Change:**

- No update.

New Business:

a. Kraft Surcharges:
- Water: September 2023 – none

b. Fire Contract Renewals:

Motion by Trustee Terrillion, seconded by Trustee Adsit to authorize the Mayor to sign the fire contracts. All in favor.

c. Resolution 2023-16 – Statement Regarding Joint Recreation Commission: It was determined that a formal Joint Recreation Commission was not established between the Town and Village. This resolution will be forwarded to the NYS Comptroller's Office so that filing requirements for the Annual Financial Report of the Commission be dissolved in the state's system. The Village and Town will continue to provide and plan recreational activities.

Motion by Trustee Salmon, seconded by Trustee Terrillion to approve resolution as listed above regarding a Joint Recreation Commission. All in favor.

d. Budget Amendments:

Motion by Trustee Salmon, seconded by Trustee Adsit to approve General Fund budget amendments as presented. All in favor.

e. Resolution 2023-17: KeyBank Handicapped Parking.

Motion by Trustee Adsit, seconded by Trustee Widrick to approve resolution requesting the establishment of a handicapped parking area in front of the KeyBank building located at 7647 N. State St. All in favor.

f. Housing Authority Plowing, Sweeping & Sanding Contract:

Motion by Trustee Adsit, seconded by Trustee Terrillion to authorize the Mayor to sign the Housing Authority Plowing, Sweeping & Sanding Contract in the amount of $11,230.71. All in favor.

Correspondence:

a. Lewis County Planning & Community Development: Planning referral for Special Use Permit and Site Plan Review for property located at 7623 North State Street.

b. RACOG – September Report: Mr. Dietrich pointed out a couple of items such as the Infrastructure Roundtable Workshop to be held on November 9th and possible Water/Wastewater Operator Training through the Jefferson Lewis BOCES.

c. Jeremiah Papineau – re: Cream Cheese Festival: Inquiry regarding possible permission for sale of wine slushies or similar beverages at the Cream Cheese Festival. The Board was opposed to granting special permission for this to happen.

Officers & Committee Reports:

a. **Village Attorney:**

- None.

b. **Mayor**:

- Mayor Beagle reported that a letter of engagement had been received from Bowers CPA's to perform agreed-upon procedures for the fiscal year 2022-2023 at a cost not to exceed $11,750.

Motion by Trustee Salmon, seconded by Trustee Adsit to authorize the Mayor to sign the agreement as listed above. All in favor.

c. **Clerk/Treasurer**:

- None.

d. **Chief of Police**:

- Chief Tabolt reported he and Officer Ortlieb had participated in "Coffee with a Cop".
- The floors in the Police building have been stripped and newly waxed.
- Introduction was made of the new Police Chief Daryl Ortlieb.

e. **Superintendent**:

- Supt. Denise reported that Fall Cleanup has started and reminded residents not to mix brush and grass clippings with the leaves. Please keep leaf piles off of the road.
- East State Street has been closed for culvert repair and should be completed next week.

f. **Capital / Future Planning**

- None.

g. **Personnel:**

- Request for an Executive Session for personnel issues.

  Motion by Trustee Terrillion, seconded by Trustee Widrick to approve request as listed above. All in favor.

h. **Finance:**

- None.

i. **Liaisons:**

- Fire Department:
  - Joe Austin reported that a new mini pumper has been ordered and should be coming by next June.
  - The Town of Montague has not yet decided on their contract. They are meeting Friday night with the Lowville Fire Dept.
  - Mr. Austin expressed concern regarding traffic through the Fire Dept. parking lot with the KeyBank renovations.
- Police Department:
  - Trustee Widrick welcomed Matt Martin and Daryl Ortlieb to their new positions and thanked them for stepping up in a time of need and also thanked Mr. Tabolt for stepping in and helping the Village out, the Board was appreciative.
- Joint Planning Bd./ZBA:
  - None.
- Municipal Board:
  - None.

- Town:
    - None.
- County:
    - Trustee Salmon noted the proposed County tax decrease.
- Recreation:
    - Mayor Beagle reported that the summer recreation program funding from the County and the Youth Bureau has been received. He will be meeting with Bob Mullin and Mike Young on Tuesday morning to discuss the skating program.
- RACOG:
    - None.

Public Comment:

- Laurie Rowsam, resident of Stowe Street, spoke regarding the proposed supportive housing project and the possibility of the empty county owned property on Stowe Street being considered as a site for this project. She asked if the Village Board had been approached by Snow Belt or the County regarding the property being used. She asked about the procedure for eminent domain and an Article 78 procedure. Atty. Burrows gave a summary explanation.

- Betty Rowsam, resident of Stowe Street, asked if this housing was built on Stowe Street, would it devalue their properties.

Executive Session:

Motion by Trustee Widrick, seconded by Trustee Terrillion to enter executive session for a personnel issue at 5:05 PM. All in favor.

Motion by Trustee Salmon, seconded by Trustee Adsit to exit executive session at 5:40 PM. All in favor.

Action:

Motion by Trustee Adsit, seconded by Trustee Widrick to hire Tyler Hill as a part-time Police Officer. All in favor.

Motion by Trustee Adsit, seconded by Trustee Widrick to hire Tim Roggie as part-time crossing guard. All in favor.

Adjournment:

5:43 PM - Motion by Trustee Widrick, seconded by Trustee Salmon to adjourn the meeting. All in favor.

Minutes submitted by: _____
PJR