VILLAGE OF LOWVILLE
BOARD OF TRUSTEES

Meeting Minutes
May 15, 2024

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 15th, 2024 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 *Daryl Ortlieb* *Wendy Snowden* *Atty Jim Burrows*
Henry Avallone *Vincent Nortz* *Richard Defone* *Mickey Dietrich*
Meghann Hellinger *Nick Altmire* *Matt Cervini* *Barry Lyndaker*
Andrea Moroughan *Joe Austin*

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 April 17, 2024 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 #013	$	52,127.76
F #013	$	25,941.06
G#013	$	11,961.80

Unfinished Business

a. **Groundwater Well Development Project- Phase I**
   - The equipment is in and being assembled. Testing will begin this week. The plan is to install the week of June 7th so Phase I can be completed.

b. **Groundwater Well Development Project- Phase II**
   - Matt Cervini reported testing has been completed. There are promising sites for 2 additional wells. The final report will be sent to GYMO, PC next week to see what the next steps are to develop these wells and funding possibilities.

c. **Street Lighting LED Conversion Program:**
   - Mayor Beagle reported the program has been completed. The Village is waiting for the final invoice.

d. **Zoning Changes:**
   - Trustee Widrick reported work is still being completed. No final draft yet.

e. **Veterans Park:**
   - Atty. Burrows has reviewed the SEQR information provided by BCA Architects & Engineers. Atty. Burrows, DPW Superintendent and the Board are in agreement that they support parts 2 & 3 of SEQR provided by BCA.

   Motion by Mayor Beagle, seconded by Trustee Terrillion to enter a negative declaration for purposes of SEQR for the Memorial Park Project. Roll call vote: Mayor Beagle yay, Trustee Terrillion yay, Trustee Widrick yay, Trustee Salmon yay and Trustee Adsit yay. Motion carried.

   - Trustee Salmon stated at the DRI meeting it has been requested the Village show an unrestricted deed to the property. Superintendent Denise will supply the deed.

f. **Summer Recreation:**
   - Mayor Beagle reported that Lewis County has a committee of Legislators to discuss paying $100 per child for the summer recreation program.
   - Trustee Salmon reported he would like the Village/Town summer recreation committee has more activity.

g. **Downtown Revitalization Initiative:**
   - Trustee Salmon reported there was a meeting this morning that went well. There is also a session today at 5pm that is open to the public. Trustee Terrillion stated he would like people to know it is not up to the Village Board to choose the recipient and the amount paid for a project. It is ultimately up to the State of New York.
   - The website lowvilledri.org is available to the public.

New Business:

a. **Budget Amendments- General, Water & Sewer**

   Motion by Trustee Salmon, seconded by Trustee Terrillion to approve proposed budget amendments as presented. All in favor.

b. **Peddler's Permit:**

- Attorney Burrows will draft a proposed replacement for the law.

Motion by Trustee Salmon, seconded by Trustee Adsit for a public hearing on June 18, 2024 at 4pm for repeal and replacement of peddlers permit law. All in favor.

c. **June Village Board Meeting:**
Motion by Trustee Salmon, seconded by Trustee Widrick to change the next Village Board meeting to June 18, 2024 at 4pm. All in favor.

d. **Park Reservations:**

- Mayor Beagle presented an application and fee schedules from other parks in our area. The Board felt they could waive the $25 usage fee for Veteran's Park. The Board still requires an application be completed with the Clerk's office so a determination can be made regarding any required electric fee and/or certificate of liability insurance.

Motion by Trustee Adsit, seconded by Trustee Widrick to waive the $25 fee for the use of Veteran's Park. All in favor.

e. **Lewis County Hockey Association Contract:**

- Attorney Burrows will review a contract regarding the chiller at the skating rink.

f. **Recreation Commission Reappoint:**
Motion by Trustee Salmon, seconded by Trustee Adsit to reappoint Gerald Cayer to the recreation commission for a term through 5/31/29. All in favor.

g. **Authorization To Sign Contracts:**

The contract for Double Play is on hold at this time.
Motion by Trustee Adsit, seconded by Trustee Terrillion to authorize Mayor Beagle to sign the Library, Band, Senior Citizens Group and Fire contracts. All in favor.

h. **Village Election:**
Trustee Widrick reported the Election Commissioners would like the Village to consider moving the Village election to November from March. This would eliminate the cost to have an election in March.

Correspondence:

a. RACOG Updates (May 2024)

b. New York Pizzeria – Liquor License Application

c. Lewis County Planning & Development

Officers & Committee Reports:

a. **Village Attorney:**
None.

b. **Mayor**:

None.

c. **Clerk/Treasurer**:

- April Treasurer's report presented to Board.

d. **Chief of Police**:

- Chief Ortlieb reported a new officer Miranda Bourgeois started on 5/13/24.

e. **Superintendent**:

Supt. Denise reported he was pleased with the DPW employees that handled the 2 water main breaks in the Village at the same time. Supt. Denise addressed the trees in the Village that were removed. It was reported the trees needed to be removed due to the roots under the sidewalk, the road signs were blocked by some of the branches. Supt. Denise is working with a landscaping company to find a more suitable tree. The trees that were removed will be replaced with a tree and a large flower pot.

f. **Capital / Future Planning**

Trustee Salmon is continuing work with Supt. Denise to compile a list of equipment and planned replacement dates. He is also proposing they review the streets and come up with a similar list for future repair and replacement scheduling.

g. **Personnel:**

Executive Session.

h. **Finance:**

None.

i. **Liaisons:**

- Fire Department:
    - The NNY Fireman's Convention will be hosted by the Lowville Fire Department on June 8th, 2024. There will be a Memorial Day Parade. Two department members have resigned.

Motion by Trustee Terrillion, seconded by Trustee Adsit to approve new fire department member Mike Hanno. All in favor.

- Police Department:
  - None.
- Joint Planning Bd./ZBA:
  - None.
- Municipal Board:
  - Next meeting Tuesday, May 21, 2024 6pm.
- Town:
  - Next meeting Thursday, May 16, 2024.
- County:
  - None.
- Recreation:
  - Trustee Salmon reported the music in park concerts have been set. There are six bands with no concert on fair week. The rain date will be the same date and time but at the pavilion at the Lewis County Fair Grounds.
- RACOG:
  - Mickey Dietrich reported the next meeting is May 30, 2024 at 6pm. There is a transportation survey out that needs to be completed and returned.

Public Comment:

- Meghann Hellinger spoke about the trees being removed just before blooming. She has concern about the birds now that the trees are gone. She stated that past practice has shown people will use the flower pots as a trash can.

- Rich Defone asked how it is determined who needs liability insurance for a park function.

Executive Session:

Motion by Trustee Adsit, seconded by Trustee Salmon to enter executive session for a personnel matter & advice from the Village Attorney at 5:15 PM. All in favor.

5:26 PM - Motion by Trustee Salmon, seconded by Trustee Adsit to exit executive session. All in favor.

Motion by Trustee Adsit, seconded by Trustee Salmon to approve resolution 2024-9 for Longevity Pay for non-contract employees effective May 15, 2024. All in favor.

Adjournment:

5:27 PM - Motion by Trustee Adsit, seconded by Trustee Terrillion to adjourn the meeting. All in favor.

Minutes submitted by: _____
WSS