VILLAGE OF LOWVILLE
BOARD OF TRUSTEES

Special/Organizational Meeting Minutes
April 2, 2025

Call to Order

A special meeting of the Board of Trustees of the Village of Lowville was called to order at 4:00 PM on April 2, 2025, by Mayor Danny Salmon.

Roll Call:

The following board members were present:

Mayor Danny Salmon *Trustee Timothy Widrick* *Trustee Charles Terrillion*
Trustee Jeanna Judd *Trustee Anthony Adsit*

Others:

Daryl Ortlieb *Wendy Snowden* *Paul Denise* *Henry Avallone*
Joe Austin *Bob Mullin* *Richard Defone* *Julie Abbass*
Mike Leviker *Vincent Nortz* *Mary Cumins* *Ed Murphy*
Atty. Burrows *Nicholas Martin*

Orders of the Day:

- **Public Hearing –Proposed 2025-2026 Budget**

4:02 PM – Motion by Trustee Adsit, seconded by Trustee Terrillion to open the public hearing for the proposed 2025-2026 budget. All in favor.

PUBLIC COMMENT:

Richard Defone commented he is opposed to cutting summer recreation and dog control. Mr. Defone stated both of these budget items are very important programs that should be continued. Mr. Defone believes that there should be some other areas of the budget that could be moved to cover the reduction.

Joe Austin questioned if any state or federal funding was figured into any part of the budget.

- **Public Hearing – Proposed Zoning Changes**

4:02 PM – Motion by Trustee Widrick, seconded by Trustee Adsit to open the public hearing for the proposed zoning changes. All in favor.

- **Organizational Meeting:**

a. Appointments:

1. Deputy Mayor – Chuck Terrillion, Term through March 31st, 2026.
Motion by Trustee Adsit, seconded by Trustee Widrick to appoint Trustee Terrillion as Deputy Mayor through March 31, 2026. All in favor.

2. Deputy Clerk-Treasurer – Kaleigh Turck, Term through April 1st, 2026.
Motion by Trustee Terrillion, seconded by Trustee Widrick appoint Kaleigh Turck as Deputy Clerk/Treasurer through April 1st 2026. All in favor.

3. Village Historian – Dorothy Duflo, Term through April 1st, 2026.
Motion by Trustee Terrillion, seconded by Trustee Widrick to appoint Dorothy Duflo as Village Historian through April 1st 2026. All in favor.

4. Committees
    a. Capital/Future Planning – Trustee Adsit / Trustee Widrick
    Motion by Trustee Terrillion, seconded by Trustee Judd to appoint Trustee Adsit and Trustee Widrick to the Capital/Future Planning Committee. All in favor.

    b. Personnel – Trustee Widrick / Trustee Terrillion
    Motion by Trustee Adsit, seconded by Trustee Judd to appoint Trustee Widrick and Trustee Terrillion to the Personnel Committee. All in favor.

    c. Finance – Trustee Terrillion / Trustee Judd
    Motion by Trustee Adsit, seconded by Trustee Widrick to appoint Trustee Terrillion and Trustee Judd to the Finance Committee. All in favor.

5. Liaisons
    a. Fire Department: Trustee Adsit – Mayor Salmon (alt.)

    b. DPW: Trustee Judd – Trustee Terrillion – Trustee Widrick (alt.)

    c. Police Department: Trustee Judd – Trustee Widrick – Trustee Terrillion (alt.)

    d. Planning Bd. / ZBA: Trustee Adsit – Trustee Judd (alt.)

    e. Municipal Board: Trustee Adsit – Trustee Judd (alt.)

    f. Town: Trustee Terrillion – Trustee Widrick (alt.)

    g. County: Trustee Widrick – Trustee Terrillion (alt.)

    h. Recreation: Trustee Judd – Trustee Terrillion (alt.)

    i. RACOG: Trustee Adsit – Trustee Widrick (alt.)

b. Official Undertakings:

    1. Action to authorize appropriate insurance coverage (bonding) for relevant municipal officials.

Motion by Trustee Adsit, seconded by Trustee Terrillion to approve Official Undertakings as listed above. All in favor.

c. Official Newspaper:
    1. Daily publications: Watertown Daily Times

Motion by Trustee Judd seconded by Trustee Adsit to approve official Newspapers as listed above. All in favor.

d. Notification of Regular Meetings:
    1. Regular meetings of the Board of Trustees will be on the third Wednesday of each month at 4:00 PM.
    2. Location for meetings will be the Village municipal building.

Motion by Trustee Adsit, seconded by Trustee Judd to approve notification of regular meetings as listed above. All in favor.

e. Special Meetings:
    1. May be called by the Mayor, or by agreement of two Trustees.
    2. Trustees will be notified individually by the Village Clerk.
    3. Notification to the public and the media will be made as soon as possible after the scheduling of the meeting, with a minimum of seventy-two hours' notice, if that time is available.

f. Resolutions to Adopt:
    1. **#2025-6** Advance Approval of Claims - attached
    Motion by Trustee Terrillion, seconded by Trustee Adsit to approve proposed Resolution 2025-6 as presented. All in favor.

    2. **#2025-7** Designation of Depositories Allowance - attached
    Motion by Trustee Terrillion, seconded by Trustee Adsit to approve proposed Resolution 2025-7 as presented. All in favor.

    3. **#2025-8** Mileage Allowance - attached
    Motion by Trustee Widrick, seconded by Trustee Terrillion to approve proposed Resolution 2025-8. As presented All in favor.

    4. **#2025-9** Attendance at Training – attached
    Motion by Trustee Adsit, seconded by Trustee Widrick to approve proposed Resolution 2025-9 as presented. All in favor.

g. Rules of Procedure:
    1. Attached.

h. Date of Next Organizational Meeting:
    1. Next Organizational Meeting will be on Wednesday, April 1st, 2026.

Approval of Minutes/Excuse Board Members:
Motion by Trustee Adsit, seconded by Trustee Judd to approve the minutes of the March 19, 2025, regular meeting. All in favor.

Approval of Vouchers:

- None

Unfinished Business:

a. 2025-26 Budget – to remain open
b. Proposed Zoning Changes – to remain open

c. GYMO WWTP Updates:
None.

d. Joint Planning/Zoning Contract:
A meeting with Supervisor Mullin will be scheduled.

e. FEMA Reimbursement:
Supt. Denise explained the Village would be receiving 75% reimbursement from FEMA and the Village was notified that NYS will be reimbursing 12.5% as well.

f. Lewis County Planning Verizon Wireless Modification
Motion by Trustee Widrick, seconded by Trustee Adsit to accept the condition for inspection modification. The Lewis County Planning Board changed the condition from 1 year to 5 years and after a unique/extreme weather event. In conjunction with the Verizon representative, the Board shall execute a mutually signed agreement addressing abandoned equipment. All in favor.

New Business

a. **Thoroughfare:**
Atty. Burrows reported an update to the Board regarding the thoroughfare. There is no new information submitted by either Atty. Merrell or Atty. Young. Trustee Widrick is requesting an executive session.

b. **Senior Living:**
Mayor Salmon reported that Newzjunky reported the Village of Lowville was one of the safest Villages for senior living in New York State.

c. **Recreation:**
Trustee Judd updated the Board on her findings for a summer recreation program this year. Mayor Salmon and Trustee Judd will attend a meeting with the Youth Bureau tomorrow.

Correspondence:

- None.

Officers & Committee Reports:

a. **Village Attorney:**
- None

b. **Mayor:**
- None.

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

d. **Chief of Police:**
- None.

e. **Superintendent:**
- None

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 – None.
- RACOG- None.

Executive Session:

4:57 PM - Motion by Trustee Adsit, seconded by Trustee Judd to enter executive session for a threatened, pending or proposed law suit. All in favor.

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

Adjournment:

5:45 PM - Motion by Trustee Adsit, seconded by Trustee Widrick to adjourn the meeting. All in favor.

Minutes submitted by: _____
WSS