VILLAGE OF LOWVILLE
BOARD OF TRUSTEES

Meeting Minutes
June 18, 2025

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 June 18, 2025 by Mayor Danny Salmon. The meeting was opened with a moment of silence for David Smithling & Ron Terrillion.

Roll Call:

Meeting included the following board members:

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

Others:
Wendy Snowden *Daryl Ortlieb* *Henry Avallone* *Nick Altmire* *Mickey Dietrich*
David Kimmel *Richard Defone* *Brandon Arthur* *Susan Kimmel* *Joe Austin*
Atty. Burrows *Ann Nortz* *Mona Carpenter* *Paul Denise*

Orders of the Day:

Public Comment:

Ann Nortz and Mona Carpenter spoke regarding the parking issues on Dewitt St. during fair week.

Motion by Trustee Adsit, seconded by Trustee Terrillion to have no parking from Bostwick St. to the fairgrounds entrance on Dewitt St. and 1 side of the street parking after fairgrounds on Dewitt St. from July 15th through July 19th for fair week. All in favor.

Henry Avallone wanted to clarify why the trash cans are not placed Downtown. Supt. Denise responded that the trash cans were being used for household trash.

Joe Austin asked for more of the dog waste receptacles be placed throughout the Village.

Richard Defone asked if E. State St. four corners is being scheduled to be repaved. Mr. Defone also questioned if a traffic light could be placed at the four corners. Chief Ortlieb will research prior traffic studies that have been done.

Approval of Minutes/Excuse Board Members:

- *Motion by Trustee Adsit, seconded by Trustee Widrick to approve the minutes of the May 21, 2025 meeting. All in favor.*

Approval of Vouchers:

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

A #014 $ 62,333.17 A#01 $168,978.68

F #014	$ 24,736.88	F#01	$51,422.99
G#014	$ 10,033.35	G#01	$43,032.66

Unfinished Business

- **Recreation Committee:**
  - Mayor Salmon reported registration is still ongoing. There is a contract that needs to be signed between the Village of Lowville and Double Play. Mayor Salmon will send letters out to the other Town Supervisors for their consideration for next year's summer program.
  - Mayor Salmon reported Dan Myers has resigned from the Recreation Committee. Ed Murphy will be sent a letter asking him to choose the Recreation Committee or the Board for Double Play. Brian Finn has been appointed to the Recreation Committee. There are currently 2 open spots still available.

- **Administrator:**
  - Atty. Burrows explained the difference in the ways to create the Administrator position.

- **Mill Creek Resolution:**
  - Lewis County is requesting a resolution in support of the Mill Creek Stabilization project. *Motion by Trustee Terrillion, seconded by Trustee Adsit to authorized to sign resolution #11-2025 to submit a grant application for the Mill Creek project. All in favor.*

New Business:

a. **Park Hold Harmless Agreement:**
   - Supt. Denise, Chief Ortlieb and Clerk/Treasurer Snowden will reconfigure a new agreement for Veteran's Memorial Park and Lion's Park.

b. **Fair Parade Detour:**
   - *Motion by Trustee Adsit, seconded by Trustee Widrick to authorize resolution 12-2025 for the Fair Parade Detour and also the parking restriction after 2pm. All in favor.*

c. **Lewis Apts./Lowville Heights PILOT:**
   - Susan and David Kimel presented information regarding a proposed new PILOT for both low income housing properties. Currently, Lewis Apts. PILOT has concluded and they are on the tax roll. Lowville Heights has a PILOT that continues until 2036. Attorney Burrows will look into this further.

d. **IMA for River Area Council of Governments:**
   - *Motion by Trustee Widrick, seconded by Trustee Adsit to authorize Mayor Salmon to sign a new IMA for River Council of Governments. All in favor.*

e. **Double Play Contract:**
   - *Motion by Trustee Adsit, seconded by Trustee Terrillion to authorize a $20,000 payment to Double Play on July 1, 2025. All in favor.*
   - *Motion by Trustee Adsit, seconded by Trustee Judd to authorize Mayor Salmon to sign the Double Play Contract. All in favor.*

f. **Letter of Support for Brownfield Site Inventory:**

- *Motion by Trustee Widrick, seconded by Trustee Adsit to authorize Mayor Salmon the sign the letter of support requested by Lewis County for the Brownfield Site. All in favor.*

Correspondence:

a. **RACOG Updates (June 2025):**
   - Mr. Dietrich presented updates for June 2025.

b. **Lowville Academy 3rd grade** – use of park for 1 hour on 6/23/25.
   - *Motion by Trustee Adsit, seconded by Trustee Judd to authorize the use of the park. All in favor.*

c. **Assessor –** Erin Gratch retiring as of 6/30/25. Mayor Salmon thanked Ms. Gratch for her years of service.

d. **Excellus –** proposed rate increase.

e. **Carolyn Schneider:** Trustee Widrick will forward her concern to the Lewis County Codes Department.

f. **Sign at 7450 S. State St. –** Mayor Salmon will send a letter to the complainant regarding the sign at this address. The Codes department determined the sign was legal.

g. **Cream Cheese Festival –** *Motion by Trustee Adsit, seconded by Trustee Judd to allow the Cream Cheese Festival to proceed downtown on September 20, 2025 providing a certificate of insurance and application with the fee are submitted. All in favor.*

Officers & Committee Reports:

a. **Village Attorney:**
None.

b. **Mayor**:
Personnel issue for executive session. Mayor Salmon is requesting Atty. Burrows prepare a local law for the next meeting regarding parking in front of the park. Mayor Salmon is also requesting legislation for a leash law in the Village.

c. **Clerk/Treasurer**:
Treasurer's report presented.

d. **Chief of Police**:
Chief Ortlieb reported the new tasers and body cams have been delivered. Four officers are training to be an instructor.

e. **Superintendent**:
Supt. Denise reported GYMO is finishing up on the surveying they are doing. Keller will be at the Water Plant on 7/7 starting the test wells. Bush pick up (no grass clippings) will be on 7/7 & 8. Tree limbs must be at 4 ft. lengths. The bunks are also open for Village residents only.

f. **Capital / Future Planning:**
Trustee Widrick presented a draft resolution for the Smart Growth application in conjunction with the Town. The Board will revisit next month.

g. **Personnel:**

Executive session for a possible litigation issue.

h. **Finance:**

None.

i. **Liaisons:**

- Fire Department:

  None.

- Police Department:

  None.

- Joint Planning Bd./ZBA:

  None.

- Municipal Board:

  None.

- Town

  None.

- County:

  None.

- Recreation:
  None.

- RACOG:

  None.

Executive Session:

- 5:48 pm: *Motion by Trustee Widrick, seconded by Trustee Adsit to enter executive session for a personnel issue and possible litigation. All in favor.*

Adjournment:
7:07 PM - Motion by Trustee Terrillion, seconded by Trustee Adsit to adjourn the meeting. All in favor.

Minutes submitted by: _____
WSS