**VILLAGE OF LOWVILLE**
**BOARD OF TRUSTEES**

*Meeting Minutes*
**July 16, 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 July 16, 2025 by Mayor Danny Salmon. The meeting was opened with a moment of silence for Jennifer Bleakley.

## 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* *Susan Kimmel*
*Atty. James Burrows* *Lindsey Hess* *Chris Barbosa* *Paul Denise*

## Orders of the Day:

## Public Comment:

## Approval of Minutes/Excuse Board Members:

- *Motion by Trustee Adsit, seconded by Trustee Judd to approve the minutes of the June 18, 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 #02 | $ | 146,582.54 |
| F #02 | $ | 124,170.62 |
| G#02 | $ | 51,435.59 |

## Unfinished Business

- **2% Water Increase:**
  - *Motion by Trustee Terrillion, seconded by Trustee Widrick to hold a public hearing on August 20th at 4pm for a 2% water increase to take effect on 5/1/26 billing. All in favor.*

- **Lewis Apts./Lowville Heights PILOT:**
  - Mayor Salmon requested more information regarding the request for new PILOTS for Lewis Apts. and Lowville Heights. Atty. Burrows will coordinate with the Town of Lowville Attorney and the Attorney for Two Plus Four Management for more information

- **Park Use Contract:**

- A committee consisting of Mayor Salmon, Supt. Denise and Clerk Snowden will come up with recommendations on the use of the Veterans Memorial Park.

- **Planning/Zoning Contract:**
  - No new information at this time.

- **Dog Control:**
  - Attorney Burrows will draft new legislation for review at the August meeting regarding Chapter 77-4 of the Village Code on dog control/leash law.

- **E-Code:**
  - Trustee Widrick reported General Code is in the process of updating our E-Code. A new contract will be provided upon completion of the update.
  - Trustee Widrick requested a change to the land disturbance section of the Code be repealed and replaced.
  - *Motion by Trustee Adsit, seconded by Trustee Widrick to hold a public hearing on August 20th at 4pm to repeal and replace the land disturbance on the Village Code. All in favor.*

**New Business:**

a. **Smart Growth Community Planning and Zoning Grant:**
   - *Motion by Trustee Widrick, seconded by Trustee Judd to approve resolution 13-2025 authorizing Lewis County to apply for the Smart Growth Community Planning and Zoning on behalf of the Village and the Town of Lowville. All in favor.*

**Correspondence:**

a. **RACOG Updates (July 2025):**
   - Mr. Barbosa presented updates for July 2025.

b. **DRI Award** – still waiting for further direction from NYS.

c. **Excellus –** proposed rate increase for Medicare participants.

d. **Jones Animal Behavior:** request for animal behavior training classes in the park.
   - *Motion by Trustee Adsit, seconded by Trustee Widrick not to allow the classes in the park due to a liability concern. All in favor.*

e. **National Grid –** Informational meetings will be held regarding new lines being placed throughout the Village.

**Officers & Committee Reports:**

a. **Village Attorney:**
Executive session for two separate personnel issues.

b. **Mayor**:

Mayor Salmon met with the Cream Cheese Festival committee. Mayor Salmon and County Administrator Hunt will try to meet once a month to keep open lines of communication. Music in the park on Tuesday, July 22nd the citizen of the year award will be presented to the recipient.

c. **Clerk/Treasurer**:
Treasurer's report presented. The 2025 tax collection summary was presented.

d. **Chief of Police**:
Chief Ortlieb reported the new tasers and body cams are in service for Officers' use.

*Motion by Trustee Adsit, seconded by Mayor Salmon to declare the 2018 Ford Taurus as surplus to be sold on Auctions International. All in favor.*

e. **Superintendent**:
Supt. Denise reported the DPW will pick up tree limbs no longer than 4 ft. lengths and brush for two days in August to be determined. No grass clippings will be picked up. The bunks are also open for Village residents only. DPW has also painted crosswalks and curbs. The DPW has the streets cleaned from the fair parade. Supt. Denise stated the Village needs to move forward with a resolution with Lowville Academy regarding using the parking lot of the Municipal Building for sporting events.

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 two personnel issues.

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:**

- 4:48 pm: *Motion by Trustee Adsit, seconded by Trustee Widrick to enter executive session for two separate personnel issues. All in favor.*

- *5:30 pm: Motion by Trustee Adsit, seconded by Trustee Widrick to exit executive session. All in favor.*
- *Motion by Trustee Adsit, seconded by Trustee Judd to retain Attorney Ian Gilbert as hearing officer for a labor matter. All in favor.*

Adjournment:
*5:35 PM - Motion by Trustee Widrick, seconded by Trustee Judd to adjourn the meeting. All in favor.*

Minutes submitted by: _____
*WSS*