

**Town of Lowville Regular Board Meeting
August 16, 2018**

A regular meeting of the Town Board of the Town of Lowville, County of Lewis and the State of New York was held at the Town Hall, 5533 Bostwick Street, Lowville, NY on the 16th day of August 2018.

Present: Randall Schell, Supervisor
Ruth Larabee, Councilwoman
Allison Millard, Councilman
Robert Mullin, Councilman
Paul Virkler, Councilman
Aimee Murphy, Town Clerk
Mark Tabolt, Highway Superintendent/Special Districts Superintendent
Nicholas Astafan, DCO
Ray Meier, Town Attorney (entered at 9:40 a.m.)
Scott Lawrence, Accountant (entered at 10:10 a.m.)

Also Present: Henry Avallone, Mickey Dietrich, RACOG entered at 9:34 a.m., Judy Colton, Volunteer Transportation Center.

The meeting was called to order at 9:30 a.m. by Supervisor Schell who also led the Pledge of Allegiance.

MINUTES

Motion by Councilman Mullin, seconded by Councilwoman Larabee to approve the minutes of the July 19, 2018 regular board meeting. ADOPTED – VOTE – AYES – Larabee, Millard, Mullin, Schell, Virkler NAYES – 0

Judy Colton of the Volunteer Transportation Center gave a brief overview of the services their office provides and requested that the town consider adding a line in the 2019 budget to assist in off-setting the costs of providing transportation for Lewis County residents.

Mickey Dietrich, gave an update on what is going on with RACOG. The Black River Navigation Map is complete. He has been working with Town Clerk Murphy on the Town's website and feels that he should have it completed by the next month's meeting.

CORRESPONDENCE

- DEC sewer registration
- BCA Proposal
- Final Equalization Rate
- Telecommunications assessment rate ceiling
- Hockey Association – looking for funding for new ice-mats for skating rink
- Dues notice for Association of Towns

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VOUCHERS

Motion by Councilwoman Larabee, seconded by Councilman Millard to approve that bills be paid as listed in the following amounts. ADOPTED – VOTE – AYES – Larabee,

Millard, Mullin, Schell, Virkler	NAYES – 0	
General	228 to 260	\$16,018.00
Highway	79 to 94	5,190.28
Trust & Agency		4,795.89 (7/29/18-7/30/18)
		5,284.00 (8/14/2018)

SUPERVISOR’S REPORT

Receipts:	Town Clerk.....	\$1,944.88
	CEO.....	890.00(\$4,982.60 ytd)
	Court – Judge Kiernan.....	5,402.00

The Supervisor’s activities report and financial report are in the board member’s packets.

Motion by Councilwoman Larabee seconded by Councilman Virkler to accept the Supervisor’s receipts, activities and financial reports. ADOPTED – VOTE – AYES – Larabee, Millard, Mullin, Schell, Virkler NAYES – 0

DEPARTMENT REPORTS

Attorney

- IDA has withdrawn the Zone change request and Sewer expansion request.
- Maple Ridge – PILOT – will address in executive session; Also pending litigation
- JCC project – Received Water and Sewer applications, copies have been furnished to the Village, awaiting their response.

Town Clerk

- Town Clerk’s monthly report is in the board member’s packets and the daily log was passed for review.
- Clerk Klosner working with Deputy Murphy on Clerk duties.
- Registrar – Town/Village consolidation – Took custody of Village Vital Records; Began entering into computer; Will continue entering during “quiet times”.
- Violence in the Workplace training? Reminder – Looking at October.
- Received resignation from Donald Cooke Jr. from the ZBA.
- Changed from Town Clerk Klosner to Town Clerk Murphy – Bank; DOH; County Clerk, etc.
- Training on-going with new Deputy Town Clerk, Mariah Monnat, going very well.
- Received letter from NYS DOT on request for reduced speed limit on East Road – denied.
- Received update documents from Dax Law Firm re: Application of Number Three Wind LLC.
- Sent in Local Law #1 of 2018 to General Code for codification.

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CEO

- Monthly report for July in the board member's packets.
- Joint Planning Board and Zoning Board of Appeals started on 08/01/2018. Discussion regarding members of each board took place. The Town Board needs to appoint one Board member and one alternate to each board.

Motion by Councilman Millard, seconded by Councilman Virkler to appoint Rebecca Kelly as a member of the Joint Town and Village Planning Board (term expires: 12/31/2019) and to appoint Lisa Hetzner as an alternate member of the Joint Town and Village Planning Board (term expires: 12/31/2022). ADOPTED – VOTE – AYES – Millard, Schell, Virkler NAYES – Larabee, Mullin.

Councilwoman Larabee and Councilman Mullin are concerned that there may be more village residents voting on the Planning Board than there are town residents, since both alternates are village residents. Councilwoman Larabee and Councilman Mullin are in favor of Rebecca Kelly's appointment.

Motion by Supervisor Schell, seconded by Councilman Millard to appoint Rachel Hillegas as a member of the Joint Zoning Board of Appeals (term expires: 12/31/2022) and to appoint Lori Wallack as an alternate member of the Joint Zoning Board of Appeals (term expires: 12/31/2022). ADOPTED – VOTE – AYES – Millard, Schell, Virkler NAYES – Larabee, Mullin.

Councilwoman Larabee and Councilman Mullin are concerned that there may be more village residents voting on the Zoning Board of Appeals than there are town residents, since both alternates are village residents. Councilwoman Larabee and Councilman Mullin are in favor of Rachel Hillegas' appointment.

DCO

- Monthly report is included in Board Members packets.
- Working on delinquent list down to (7 from 23)
- Would like to attend a seminar day at the Oneida County Humane Society on 10/5/18: will be discussing licensing issues, new breeds, length of rabies vaccinations. Registration fee is \$10.00 and includes lunch.

Motion by Councilman Mullin, seconded by Councilwoman Larabee to allow DCO Astafan to attend the Seminar day sponsored by the Oneida County Humane Society. ADOPTED – VOTE – AYES – Larabee, Millard, Mullin, Schell, Virkler NAYES – 0

- Agreement with the Village of Lowville for dog control from 1987 states that the Town DCO will enforce Article 7 of the Ag & Markets Law within the Village of Lowville, it does not address the enforcement of Village Laws. DCO Astafan has spoken with the Village Police Chief regarding this. He feels that the agreement needs to be reviewed and updated.

Budget Officer/Bookkeeper

- Accountant Scott Lawrence reviewed the 2nd quarter financial reports with the board.

Highways/Special Districts Superintendent

- Plan of cold mix paving Boshart Road
- They will be chip sealing the Boshart and Rice Roads soon after

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- Working with the County on JCC water line, getting ready for pressure test; the County will be reimbursing the Town for actual overtime costs and fringe benefits.
- 3rd quarter disinfecting byproducts samples have been taken
- Pressure Reduce Station in back of Maple Ridge repairs will be in the \$8,000 range.
- Village has received an Administrative Order from EPA; EPA has offered to meet with the Town and Village jointly.

Town Engineer

- BCA submitted Amendment No.1 to Engineering Services Agreement dated 11/3/2017, to assist with the CWD#1 Administrative Order. After discussion the following motion was presented.

Motion by Councilwoman Larabee, seconded by Councilman Millard, Supervisor Schell is authorized to sign Amendment No.1 to “Engineering Services Agreement” with BCA. ADOPTED – VOTE – AYES – Larabee, Millard, Mullin, Schell, Virkler NAYES – 0

- Supervisor Schell has contacted Senator Griffo to see if there is monetary assistance available to help with the costs associated with CWD#1 Administrative Order. There may be funds available through the SAM program.

Justice

- JCAP grant: work to begin Monday on exterior lighting around building/parking lot. New Vista panel for security monitoring will be installed as soon as materials are in.

OLD BUSINESS

- Hospital Hill Project – Landowner will not allow workers on his property at this time.
- Administrative Order CWD #1 – next report due in October
- IDA Commerce Park Zoning Change & Sewer expansion – received a letter from IDA withdrawing their requests.

NEW BUSINESS

- Water District Rate Review: Supervisor Schell proposed an increase of \$0.50 per unit for all districts except WD#4 (Brookside), since their base rate was increased last year.

Motion by Councilwoman Larabee, seconded by Councilman Mullin to increase water rates \$0.50 per unit in CWD#1, WD#3, WD#5, WD#6 and WD#9. ADOPTED – VOTE – AYES – Larabee, Millard, Mullin, Schell, Virkler NAYES – 0

Motion by Councilwoman Larabee, seconded by Councilman Millard to enter into executive session at 11:21 a.m. to discuss Maple Ridge confidential PILOT and pending litigation and a personnel issue. ADOPTED – VOTE – AYES – Larabee, Millard, Mullin, Schell, Virkler NAYES – 0

Motion by Councilman Millard, seconded by Councilman Mullin to exit executive session at 11:41 a.m. ADOPTED – VOTE – AYES – Larabee, Millard, Mullin, Schell, Virkler NAYES – 0

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Motion by Councilman Millard, seconded by Councilman Mullin to adjourn the meeting at 11:42 a.m. ADOPTED – VOTE – AYES – Larabee, Millard, Mullin, Schell, Virkler
NAYES – 0

Respectfully submitted,

Aimee L. Murphy, RMC
Town Clerk