

**Town of Lowville Regular Board Meeting  
December 19, 2019**

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 19th day of December 2019.

**Present:** Randall Schell, Supervisor  
Ruth Larabee, Councilwoman  
Allison Millard, Councilman  
Robert Mullin, Councilman  
Paul Virkler, Councilman  
Raymond Meier, Town Attorney  
Aimee Murphy, Town Clerk  
Thomas Widrick, Highway Superintendent/Special Districts Superintendent  
Nicholas Astafan, Jr., Dog Control Officer

**Also Present:** Henry Avallone, Planning Board Member; Mickey Dietrich, RACOG; Paul Denise, Village of Lowville DPW; JD Ross, Councilman-elect

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 Virkler, seconded by Councilman Mullin to approve the minutes of the November 21, 2019 regular board meeting.

ADOPTED – AYES – Larabee, Millard, Mullin, Schell, Virkler    NAYS -0

**RACOG**

Mickey Dietrich gave a brief update on the happenings of RACOG and the Tug Hill Commission. The next RACOG meeting will be held January 21<sup>st</sup> at the Town of Champion.

Supervisor Schell stated that the Tug Hill Commission may be able to help update the Joint Town and Village Comprehensive Plan. Discussion followed. Mickey will put the Town of Lowville on the list of municipalities that have expressed an interest.

**VOUCHERS**

**Motion** by Councilman Virkler, seconded by Councilwoman Larabee to approve that bills be paid as listed in the following amounts.

ADOPTED – AYES – Larabee, Millard, Mullin, Schell, Virkler    NAYS -0

General - Abstract #12	Voucher # 376 to #422	\$ 57,774.27
Highway - Abstract #12	Voucher # 135 to #143	\$ 46,773.47
Trust & Agency	(11/30/2019)	\$ 1,785.09
	(12/19/2019)	\$ <u>52,522.16</u>
	Total Expenditures	\$158,854.99

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**SUPERVISOR’S REPORT**

Receipts:	Town Clerk.....	\$ 1,543.12
	CEO.....	\$ 450.00 (\$9,629.76 ytd)
	Courts-Judge Kiernan.....	\$ 7,384.00
	Village of Lowville.....	\$ 636.80 (Striping Reimbursement)
	Village of Lowville.....	\$ 9,216.63 (building share)
	C-Ville Auction Hall.....	\$ 17,200.00 (Tractor Sale)
	NYS AIM payment.....	\$ 20,401.00

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

**Motion** by Councilwoman Laribee, seconded by Councilman Millard to accept the Supervisor’s receipts, activities and financial reports.

ADOPTED – AYES – Laribee, Millard, Mullin, Schell, Virkler NAYS -0

**DEPARTMENT REPORTS**

**Attorney**

- Maple Ridge PILOT – Discussion regarding the equalization rate and if it effects the PILOT.
- #3 PILOT – Still pending decision by #3 Wind to move forward with the project or not.
- US Light/Steria Zone Change – Attorney Meier looking into issues raised by Zoning Officer Manning to determine if application is complete.

**Town Clerk**

- Town Clerk’s Monthly Report is in Board Members’ Packets & Daily Log passed for review.
- Upgrade to Windows 10 for Town Clerk and Deputy Town Clerk Computers completed, but issues with BAS Clerk software after upgrade. Tim Munn and BAS worked on extensively, still no permanent fix.
- Attended meeting at Lewis County Humane Society with DCO Astafan. Suggestion by Ag & Markets to have a written contract with Countryside Vet Clinic for emergency vet services.
- Received invitation for Town Board members to attend the annual Lowville Fire Department Member’s Banquet. (Copies in Packets)
- Set up accounts for collection of taxes via credit card and e-check through Xpress-pay, not an easy project.
- Getting ready for tax collection season. New procedures still being developed by the County. Will be having pink receipts this year, but no time for perforated paper, so will have to cut each stub on the receipt.

**CEO**

The CEO officer’s report is in the Board Member’s packets.

Zoning Officer Manning brought an Amish gentleman into Supervisor Schell’s office who would like to set-up a “warehouse” for produce packaging. There may need to be changes to the zoning law for that area due to it being in an Ag Zone, which does not allow for Wholesale. Attorney Meier will research with ZO Manning.

**Superintendent of Highways/ Special Districts Superintendent**

- New reflective signs have been installed on the East Road, Waters Road and the Ridge Road.
- New John Deere mower/broom tractor will be here after 1/1/2020. Spoke with Cazenovia Equipment and have been assured that the Town will take possession by 03/01/2020.

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- DBP results came back. Still high and creeping up since the water leak repair because the water sits in the tank longer. We have been assured by BC&A that the GAC filtration will take care of this.
- Permission needed to sign County's snow removal contract.
- Permission needed to sign Town of Lowville highway expenditures form.
- Created an equipment replacement list/plan for budgeting purposes, copies provided to board members.
- Gordon Road bridge is red flagged. Superintendent Widrick spoke with County Highway and Barton & Loguidice regarding replacement or repair of the bridge. Received a proposal from B&L will review and discuss with B&L, and report back to the board in January. Supervisor Schell stated the Town has been saving money for the purpose of repairing/replacing the bridge.

**Motion** by Councilwoman Laribee, seconded by Councilman Mullin, to adopt **Resolution No. 43-2019 "Agreement for the Expenditure of Highway Moneys"**.

ADOPTED - AYES – Laribee, Millard, Mullin, Schell, Virkler      NAYS – 0

RESOLVED, Pursuant to the provisions of Section 284 of the Highway Law, we agree that moneys levied and collected in the Town for the repair and improvement of highways, shall be expended as follows:

General Repairs. The sum of \$190,000.00 shall be set aside to be expended for primary work and general repairs upon 37.97 miles of town highways, including sluices, culverts and bridges having a span of less than five feet and boardwalks or the renewals thereof.

**Motion** by Councilman Millard, seconded by Councilwoman Laribee to adopt **Resolution No. 44-2019 "Approving Agreement with the County for Snow and Ice Control from the County Road System"**.

ADOPTED - AYES – Laribee, Millard, Mullin, Schell, Virkler      NAYS – 0

WHEREAS, The Board of Legislators of Lewis County adopted Resolution #430-2019 on November 19, 2019 designating the improved roads of the County Road System of the County from which snow and ice should be removed therefrom, and

WHEREAS, the County Superintendent of Highways was authorized to enter into agreement with the Towns for the aforementioned purpose during the years of 2020-2024 at the rates as specified in the agreement, now therefore, be it

RESOLVED, that the Town Superintendent of Highways of the Town of Lowville, Lewis County be and hereby is authorized and directed to enter into agreement with County of Lewis to remove snow and ice from the improved County Road System as shown on attached Agreement.

*\*copy of said agreement incorporated at the end of these minutes.*

**DCO**

- Activities Report in board members' packets.
- DCO Astafan gave a brief report regarding the meeting at the Lewis County Humane Society that he, Deputy DCO Young and Town Clerk Murphy attended. After a brief discussion regarding the agreement for dog control services, and review by Attorney Meier the following motion was presented.

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**Motion** by Councilwoman Larabee, seconded by Councilman Millard, to adopt **Resolution No. 45-2019 “Agreement for Dog Control Officer Services”**.

ADOPTED - AYES – Larabee, Millard, Mullin, Schell, Virkler      NAYS – 0

RESOLVED, that the Town of Lowville will contract with Nicholas J. Astafan Jr. for Dog Control Officer Services for 2020 at a monthly rate of compensation of \$500 plus mileage.

*\*Copy of said agreement is incorporated at the end of these minutes.*

**Old Business**

Hospital Hill Project/Ross Road Drainage: Waiting for exact footage amounts to order materials. Money left after purchasing pipe will be used to purchase stone for the projects.

**New Business**

**Ambulance Contract**

Discussion regarding the proposed contract for 2020 with Lewis County Search and Rescue.

**Motion** by Councilman Millard, seconded by Councilman Virkler to adopt **Resolution No. 46-2019 “Approving the Ambulance Contract 2020”**.

ADOPTED - AYES – Larabee, Millard, Mullin, Schell, Virkler      NAYS – 0

RESOLVED, that the Town of Lowville does hereby enter in to an agreement with the Lewis County Search and Rescue, Inc., to provide ambulance services to the Town of Lowville and its residents for 2020 for a fee of \$19,489.11

*\*Copy of said contract is incorporated at the end of these minutes.*

**Re-organizational/End of Year Meeting**

The Re-Organizational/End of Year meeting will be held on December 30, 2019 at 9:30 a.m. at the Town of Lowville Municipal Building. Town Clerk will advertise in the Journal & Republican, on the Town’s website, Town Clerk Bulletin Board and on Linkinglewiscounty.com.

**Motion** by Councilman Millard, seconded by Councilman Mullin to adjourn the meeting at 10:45 a.m.

Respectfully submitted,

Aimee L. Murphy, RMC  
Town Clerk