

**Town of Lowville**  
**Regular Town Board Meeting**  
**November 21, 2024**

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 Municipal Office Building, 5533 Bostwick Street, Lowville, NY on the 21st day of November 2024

**Roll Call:**

Robert Mullin, Supervisor  
Paul Virkler, Deputy Supervisor  
John D. Ross, Councilman  
Jacob Monnat, Councilman  
Stephen Farney, Councilman – entered at 9:36 a.m.

**Others Present:**

Raymond Meier, Town Attorney entered at 9:45 a.m.  
Thomas Widrick, Highway & Special Districts Superintendent  
Aimee Murphy, Town Clerk  
Nick Astafan, Dog Control Officer

**Also Present:** Chuck Terrillion, Village Trustee; Vincent Nortz, County Legislator; Andrea Moroughan, County Legislator; Mickey Dietrich, RACOG – entered at 9:41 a.m.

The meeting was called to order at 9:30 a.m. by Supervisor Mullin who also led the pledge of allegiance.

**MINUTES**

**Motion** by Councilman Virkler, seconded by Councilman Ross to approve the minutes of the October 17, 2024 regular meeting as presented by the Town Clerk.

ADOPTED – AYES – Monnat, Mullin, Ross, Virkler    NAYS – 0    ABSENT – Farney

**VOUCHERS**

**Motion** by Councilman Ross, seconded by Councilman Monnat to approve bills be paid as listed in the following amounts.

ADOPTED – AYES –Farney, Monnat, Mullin, Ross, Virkler    NAYS – 0

General – Abstract #11	Voucher #280 to #313	\$ 29,471.97
Highway – Abstract #11	Voucher #169 to #188	\$437,378.81
Water – Abstract#9	Voucher #70 to #86	\$ 90,492.99
Sewer – Abstract#9	Voucher #33 to #39	\$ <u>96,721.45</u>
	Total	\$654,065.22

**SUPERVISOR’S REPORT**

Receipts:	Town Clerk	\$ 1,887.14
	Town Court	\$ 5,475.00
	Zoning	\$ (\$1,965.00 ytd)
	Lewis County	\$ 20,972.11 (Mortgage Tax)
	Bridge NY	\$159,683.17 (O’Brien Rd)
	Bridge NY	\$264,951.39 (Gardner Rd)
	Absolute Auctions	\$ 51,000.00 (Loader)
	Absolute Auctions	\$ 10,400.00 (Bull Dozer)
	Bridge NY	\$203,353.42 (O’Brien Rd)

Supervisor Mullin’s financial report is included in the Board Members’ packets. An oral activities report was given.

1. The Town is again eligible to apply for a NY Restore grant for the Stevens Block.
2. Received bill from the Village for the youth recreation program; Mayor Beagle asked to hold payment until the end of year in case grant funds are received.

**Motion** by Councilman Ross, seconded by Councilman Virkler to accept the Supervisor's receipts, activities and financial reports.

ADOPTED – AYES –Farney, Monnat, Mullin, Ross, Virkler      NAYS – 0

## **DEPARTMENT REPORTS**

### **DOG CONTROL**

1. The Dog Control Officer's (DCO) monthly report is included in the Board Members' packets.
2. Report of DCO conference in Guilderland: Article 26C: new law takes effect 12/2025 – new equipment requirements; will need written agreement with Veterinarian for services.
3. Shelters will have many new requirements that will affect cost to towns.
4. Would like a new shelter agreement written by the Town, not the Shelter.
5. Would like the Town to consider increasing the license fees, late fee and kennel permit fee.
6. DCO Astafan believes updates to the Town's Dog Control Law are needed.
7. DCO Astafan would like to see the County "get involved" with dog control issues. The County has access to resources the towns do not. Law enforcement need to be more involved in training so they have the knowledge necessary to conduct and enforce dog neglect and abuse cases. It's all about "public safety".
8. Supervisor Mullin reported receiving a call from Town of New Bremen Supervisor Peter Keys; DCO Astafan will no longer be serving as DCO for New Bremen as of the end of the year. The two Supervisors will need to review the equipment purchased during the term when the towns were sharing services and figure out an equitable split.
9. Clerk Murphy attended a webinar for the DocuPet program brought up at the DCO conference. The program offers pet licensing services. Initial cost to sign up is \$5,000.00 plus a monthly fee per license. Clerk Murphy does not feel that the cost of the program outweighs the benefits to the Town at this time.

### **Fire Contract**

Supervisor Mullin opened the public hearing on the 2025 Fire Contract at 10:04 a.m. with proof of advertising being acknowledged. The contract provides for fire protection to the Lowville Fire Protection District for the calendar year 2025 at a cost to the Town of \$60,238.62. Supervisor Mullin left the public hearing open for comments.

### **TOWN ATTORNEY**

1. Sewer District #1 Bonding: Atty. Meier suggested having an informational meeting with the property owners in the sewer district to update on the work that was completed and the cost to the district and how it is collected. The Board will also need to decide the length of time the bond will last.
2. Recreation Committee: Suggested the Town and Village revisit the Intermunicipal Agreement (IMA); Perhaps the Town and Village would like to open up the committee to individuals who are non-residents of the Town and Village; One of the current members of the committee is moving outside the municipality but is believed to be an asset to the committee. Atty. Meier will discuss it with the Village Attorney. Supervisor Mullin will discuss this with the Village Mayor.

### **TOWN CLERK**

1. The Clerk's Monthly Report is included in the Board Members' packets.
2. Unpaid water/sewer bills have been relevied to the County for inclusion on the January tax bills.
3. Water bills were mailed and are due by 11/30/24 without penalty; Payments coming in daily.
4. DEC printing fees: A new regulation has passed allowing agents to charge a \$1 fee when a customer wishes to have their transaction printed. Town Clerk Murphy feels that it is late enough in the license sales season, that it should continue without charging, for now. Town Clerk Murphy to contact software vendor, Edmunds GovTech regarding the reporting of the fee. Discussion tabled until January.
5. Attended webinar on DocuPet.

### **ZONING/PLANNING**



WHEREAS, the Town Board deems it is in the best interest of the Town of Lowville to enter into this Fire Protection Contract, then, therefore be it

RESOLVED, that the Supervisor is authorized to sign the Fire Protection Contract for 2025.

**ASSESSOR**

Exemptions: Assessor Gratch has recommended changes to the Senior Citizens exemption and the Volunteer Firefighters and Ambulance Workers exemption to coincide with the exemptions offered by Lewis County. Both exemptions will require a public hearing.

**Motion** by Councilman Monnat seconded by Councilman Ross to adopt **Resolution No. 68-2024, “Setting a Public Hearing for the Partial Exemption of Certain Real Property Owned by Persons 65 years of Age or Over”**.

ADOPTED - AYES – Farney, Monnat, Mullin, Ross, Virkler                      NAYS – 0

WHEREAS, the Town of Lowville Town Board would like to increase the partial real property exemption for persons 65 years of age or over, based upon certain income qualifications set forth in Real Property Tax Law §467, and

WHEREAS, it is necessary for the public hearing to be advertised for at least five (5) days before the public hearing is held, then therefore be it

RESOLVED, that the public hearing be held on December 19, 2024, at the Regular Town Board meeting at 9:45 a.m.

**Motion** by Councilman Ross seconded by Councilman Monnat to adopt **Resolution No. 69-2024, “Setting a Public Hearing on Real Property Tax Exemption for Volunteer Firefighters and Ambulance Workers”**.

ADOPTED - AYES – Farney, Monnat, Mullin, Ross, Virkler                      NAYS – 0

WHEREAS, the Town of Lowville Town Board finds it appropriate to recognize the efforts of those who have dedicated their time and at times risked their lives in the service of their communities by volunteering to serve as a member of an incorporated volunteer fire company, fire department or incorporated voluntary ambulance service by offering a partial real property tax exemption pursuant to Section 466-1 Of the Real Property Tax Law; and

WHEREAS, it is necessary for the public hearing to be advertised for at least five (5) days before the public hearing is held, then therefore be it

RESOLVED, that the public hearing be held on December 19, 2024, at the Regular Town Board meeting at 9:50 a.m.

**TOWN ENGINEER**

Water line extension (#3 Rd): Minutes of the meeting with BCA, County Planning & the Town were included in the Board Members packets. The water questionnaire has been updated.

**JUSTICE**

Justice Philippe has completed the JCAP application submission.

**RACOG**

Mickey Dietrich gave a brief update on the happenings of RACOG and the Tug Hill Commission. The next RACOG meeting will be January 23, 2025 at the Town of Wilna offices with an election of officers at that time. The new student board has been approved. It will consist of 4-5 students. Website training will be December 10, 2024 at the Town of Denmark.

**BUDGET OFFICER/BOOKKEEPER**

The monthly financial report was provided in the Board Members' packets. Accountant Lawrence reviewed the proposed Budget Amendments and Transfers with the Board. After discussion, one budget transfer and one budget amendment were not approved until further review as Clerk Murphy and Superintendent Widrick believe them to be erroneous . Accountant Lawrence will look into them further.

**Motion** by Councilman Ross, seconded by Councilman Virkler to adopt **Resolution No. 70-2024, "Approve Budget Amendments."**

ADOPTED - AYES – Farney, Monnat, Mullin, Ross, Virkler

NAYS – 0

RESOLVED the following Budget Amendments are approved as listed.





Town of Lowville Regular Board Meeting, November 21, 2024

**Motion** by Councilman Farney, seconded by Councilman Ross to adjourn the meeting at 11:59 a.m.  
ADOPTED - AYES – Farney, Monnat, Mullin, Ross, Virkler                      NAYS – 0

Respectfully submitted,

Aimee L. Murphy, RMC  
Town Clerk