

**Town of Lowville
Regular Town Board Meeting
February 20, 2025**

DRAFT

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 20th day of February 2025.

Roll Call:

Robert Mullin, Supervisor
Paul Virkler, Deputy Supervisor
John D. Ross, Councilman
Jacob Monnat, Councilman
Stephen Farney, Councilman

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: Robert Boliver, BCA; Chuck Terrillion, Village Trustee; Andrea Moroughan, County Legislator; Henry Avallone, resident; Mickey Dietrich, RACOG; Accountant Scott Lawrence entered at 10:30 a.m.; Peter Ceconi, resident entered at 11:00 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 Monnat, seconded by Councilman Ross to approve the minutes of the January 16, 2025 regular meeting as presented by the Town Clerk.

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

CORRESPONDENCE

- Cornell Local Roads Program – infographics to distribute to community members who may have any questions about local transportation issues.
- Village grant application – The Village is applying for a grant for electric vehicles. They have asked the approval of the Town to install charging stations on Town owned property.
- Volunteer Transportation Center (VTC) – requesting a “donation”. Attorney Meier will respond with concerns of the Board, such as insurance coverage, before a decision can be made.

VOUCHERS

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

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

General – Abstract #2	Voucher #23 to #57	\$ 53,764.39
Highway – Abstract #2	Voucher #10 to #28	\$571,360.76
Water – Abstract #2	Voucher #9 to #17	\$ 5,245.67
Sewer – Abstract #2	Voucher #6 to #7	\$ <u>537.84</u>
	Total	\$630,980.66

SUPERVISOR’S REPORT

Receipts:	Town Clerk	\$ 1,638.38
	Town Court	\$ 5,664.10
	Zoning	\$ 350.00 (\$500.00 ytd)
	Tax Collector	\$581,768.74 (Tax Collected & Interest)
	Lewis County	\$ 7,560.00 (Snow & Ice Contract)

Charter Communications
Bridge NY

\$ 10,727.21 (Franchise Fees)
\$226,238.16 (O'Brien Rd)

Supervisor Mullin gave an oral activities report.

Supervisor Mullin's financial report is included in the Board Members' packets.

Motion by Councilman Virkler, seconded by Councilman Ross 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 and annual report are included in the Board Members' packets.
2. There will be rabies vaccination clinics in Jefferson County starting in March.

TOWN ATTORNEY

1. SD#1 Improvement Project Bonding – Attorney Meier is working on this.
2. Dog Law (LL#1 of 2025): A draft local law was provided to the Board Members prior to the meeting for review and a copy was provided in Board members' packets. This purpose of the proposed law is to update the Town's policies and procedures, for dog licensing, identification & control and to empower the Town Board to make certain future changes with regard to fees and charges by resolution. Following a brief discussion the following resolution was presented.

Motion by Councilman Ross seconded by Councilman Monnat to adopt **Resolution No. 5-2025, "Setting Public Hearing for LL#1-2025"**.

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

WHEREAS, the Town Board of the Town of Lowville, and each and every member thereof was presented with copies of a proposed Local Law entitled "A Local Law Updating the Administration and Enforcement of Dog Control Within the Town of Lowville", and such copy of the proposed Local Law was placed upon the desks of the members of the Town Board at their regular meeting held on February 20, 2025; and

WHEREAS, Municipal Home Rule Law §10, paragraph 5 provides that the Town Board may not act upon such Local Law except after a public hearing held upon at least five days' notice, now therefore be it,

RESOLVED by the Town Board of the Town of Lowville that the public hearing for the above referenced proposed Local Law is set for the next regular meeting of the Town Board on March 20, 2025 at 9:45 a.m. at the Town Hall located at 5533 Bostwick Street, Lowville, New York 13367, and be it further

RESOLVED, that the Town Clerk is directed to publish notice of the public hearing in the official town newspaper and also post the notice of public hearing on the Town Clerk's bulletin board and the Town's website.

Water Line Extension

Robert Boliver of BCA provided a summary of the water line extension survey results and estimated costs for the various proposed line extensions. Discussion followed regarding which line extension would be the most feasible and cost effective. A decision as to which project will be pursued needs to be made so funding may be applied for.

Motion by Councilman Farney, seconded by Councilman Virkler to continue pursuing the Markowski Rd/#4 Road water line extension project.

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

Robert Boliver left the meeting.

TOWN CLERK

1. The Clerk's Monthly Report is included in the Board Members' packets.

TAX COLLECTOR

1. The Tax Collector's monthly report is included in Board Members' packets.
2. The total Town portion of the tax warrant has been paid to the Supervisor and payments are being made to the Lewis County Treasurer. Interest and penalties will be paid to the Town Supervisor monthly.

Motion by Councilman Monnat, seconded by Councilman Farney to accept the Town Clerk & Tax Collector's monthly reports.

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

ZONING/PLANNING

1. Certificate of Compliance: Nothing new; Supervisor Mullin will be discussing with Mayor Salmon.

SUPERINTENDENT OF HIGHWAYS/SPECIAL DISTRICTS

1. Plowing Snow continues. 33% of the snow removal payroll budget (DA5142.1) was used in the months of January and February.
2. The new F450 dump truck with plow has been delivered.
3. Recommended declaring the F350 as surplus. Resolution to follow.
4. Would like to get prices for a new plow truck. A letter must be sent to the truck companies explaining how it will be used for plowing snow. The new truck would replace the oldest in the fleet. Motion to follow.
5. The 2023 F350 is sitting at Caskinette Ford waiting for a wiring harness for the rear tail lights. April is the scheduled date for the harness to ship.

Motion by Councilman Ross, seconded by Councilman Monnat to allow Superintendent Widrick to pursue pricing for a new plow truck.

Motion by Councilman Farney, seconded by Councilman Ross to adopt **Resolution No. 6-2025, "Declare as Surplus and List For Sale, 2022 F350 Dump with Snow Plow"**.

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

WHEREAS, the Town of Lowville Highway Department has a 2022 Ford F350 Dump with 9.5' X-treme V-plow that is longer of use to the Town of Lowville and wish to declare it as a surplus item and

WHEREAS, Adirondack Asset Auctions has expressed interest in helping the Town sell surplus items via auction, be it

RESOLVED, that the Town of Lowville declares the 2022 Ford F350 Dump with 9.5' X-treme V-plow as surplus and be it further

RESOLVED, that the surplus items will be listed with Adirondack Asset Auctions for sale via auction.

RACOG

Mickey Dietrich gave a brief update on the happenings of RACOG and the Tug Hill Commission. The next meeting will be May 22, 2024 at the Town of Wilna at 6:00 p.m.

BUDGET OFFICER/BOOKKEEPER

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The monthly financial report was provided in the Board Members’ packets. Accountant Lawrence reviewed the proposed Budget Amendments and Transfers along with the financial report with Board.

Motion by Councilman Virkler, seconded by Councilman Ross to adopt **Resolution No. 7-2025, “Approve Budget Amendments & Transfers”**.

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

NAYS – 0

RESOLVED the following Budget Transfers and Adjustments be approved

Budget Adjustment: Highway Fund Town Wide

Account	Code	Increase	Decrease
Bridges – Contractual	5120.4	236591.22	
State Aid Bridges Project	3505		226,238.16
Appropriated Fund Balance	599		10,353.06

Budget Transfer: Fire District

Account	Code	Increase	Decrease
Contractual – Fire Protection	3410.4	92.00	
Workers Comp	9040.8		92.00

Budget Adjustment: General Fund

Account	Code	Increase	Decrease
Vital Statistics Fees	1603	10600.00	
Clerk Fees	3505		10600.00

Budget Transfer: Water Funds – CWD#1

Account	Code	Increase	Decrease
Water Admin – Contractual	8310.4	3402.50	
Transmission & Dist – Contractual	8340.4		3402.50

OLD BUSINESS

Water Line Extension: Previously discussed.

The next regularly scheduled Town Board meeting will be March 20, 2025 at 9:30 a.m.

Motion by Councilman Farney, seconded by Councilman Ross to adjourn the meeting at 11:40 a.m.

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

NAYS – 0

Respectfully submitted,

Aimee L. Murphy, RMC
Town Clerk