

**Town of Lowville Regular Board Meeting
December 20, 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 20th day of December 2018.

Present: Randall Schell, Supervisor
Ruth Larabee, Councilwoman
Allison Millard, Councilman
Robert Mullin, Councilman
Paul Virkler, Councilman
Aimee Murphy, Town Clerk
Raymond Meier, Town Attorney
Mark Tabolt, Highway Superintendent/Special Districts Superintendent
Nicholas Astafan, DCO

Also Present: Thomas Widrick, Mickey Dietrich and Henry Avallone

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 Millard, seconded by Councilwoman Larabee to approve the minutes of the November 15, 2018 regular board meeting.

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

Motion by Councilman Mullin, seconded by Councilman Virkler to approve the minutes of the December 5, 2018 special board meeting.

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

CORRESPONDENCE

- Ag & Markets response to farm letter
- Lewis County Highway Department – snow removal contract
- NYSIF notice
- Assemblyman Blankenbush response to farm letter
- Mishawaka Land & Timber – Want to purchase rights to tower on #3 Road property.

VOUCHERS

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

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

General	#356 to #418	\$ 52,247.75
Highway	#131 to #141	\$134,741.64

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Trust & Agency	(11/28/2018)	\$ 16,540.94
	(12/20/2018)	\$ 54,762.53

SUPERVISOR'S REPORT

Receipts:	Town Clerk.....	\$1,247.31
	CEO.....	196.30 (\$6,877.25 ytd)
	Court – Judge Kiernan.....	4,985.00
	Dean Rice.....	89.20 (culvert pipe reimburse)
	NYS Dis. Inc. Refund.....	31.86
	Lewis County.....	600.00 (snow removal adjust.)
	Village Bldg Reimbursement.	5,157.56

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

Motion by Councilwoman Larabee, seconded by Councilman Millard to accept the Supervisor's receipts, activities and financial reports.

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

DEPARTMENT REPORTS

Town Clerk

- Monthly report for October in the board member's packets.
- Website updates continue
- Invitations for the town board members for the Fire Departments Member's Banquet on January 19, 2019 are in the board member's packets.
- Have taken possession of new multifunction copier. The old copier has been moved to the Assessor's office to replace their aged copier.
- Completed online training for credit card virtual terminal; Waiting for equipment to be delivered to begin accepting payments.
- Preparing for collection of taxes in January
- Water/Sewer payments – Billed \$87,191.02 and have collected \$80,324.25
- Holiday Luncheon will be at Doyle's Pub today at 12:30 p.m.

Superintendent of Highways/ Special Districts Superintendent

- Will be receiving approximately \$177,000.00 from CHIPS
- 4th quarter disinfection by-products test results came back – poor
- Met with BC&A to bring Tom Widrick up to speed
- New truck will be ready to use in late January
- Brookside temporary sewer pump is working well; two pumps being repaired, one will be a spare to have on-hand
- Discussed the Village installing a master water meter at Sunset/Hillcrest
- There will be a new email for the Highway Department as soon as Mickey Dietrich finishes setting it up.

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CEO

- Report in board members packets

DCO

- Monthly report is included in board member's packets. DCO Astafan gave a brief synopsis on the month's happenings.
- DCO Astafan announced that he will be taking on the Town of Denmark as DCO beginning January 1, 2019. The Town of Denmark would also be interested in sharing costs of equipment with the Town of Lowville.

RACOG

- Mickey Dietrich gave an update on RACOG
- Working to set up a new Highway email

OLD BUSINESS

- Hospital Hill Project – Still on hold.
- Administrative Order CWD #1 – Have a prospective resolution; looking for grant money to fund project. Estimated cost: \$1 million - \$1.5 million.

Ray Meier entered at 10:12 a.m.

- Mill Creek – Supervisor Schell gave a brief update on the project Ross Road Drainage – Met with Village and County; Nchelle at County Soil & Water will come up with some plans to assist.
- Maple Ridge PILOT – Well be asked for a formal resolution by end of year Discussion followed.

Motion by Councilman Mullin, seconded by Councilman Virkler to adopt **Resolution #31-2018, “Resolution of the Town Board of the Town of Lowville Regarding Payments in Lieu of Taxes for the Maple Ridge Wind Farm”**

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

A copy of this resolution is incorporated at the end of these minutes.

SEQR & EAF – CWD#1: BC&A has completed a Full EAF on CWD#1 Filtration Project. Attorney Meier will complete the SEQR.

Motion by Councilwoman Larabee, seconded by Councilman Mullin to adopt **Resolution #32-2018, “Declaring the Town of Lowville as Lead Agency for the CWD#1 Filtration Project”**

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

WHEREAS, The Town of Lowville is completing a filtration project for Consolidated Water District #1 (CWD#1) which requires a long form Environmental Assessment to be completed; and

WHEREAS, the Town of Lowville desires to act as lead agency for the SEQR process, now, therefore be it

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RESOLVED, that the Town Board of the Town of Lowville declares that it will act as lead agency for the CWD#1 Filtration Project.

NEW BUSINESS

Supervisor Schell has attended Village Municipal Board meetings and Village Board meetings. The Municipal board would like to charge residents of the Town of Lowville that wish to hook up to the Town's sewer system. Attorney Meier suggested reviewing the Town/Village sewer agreements. Discussion followed.

Organizational Meeting

Motion by Councilwoman Laribee, seconded by Councilman Millard to set the Year-End/Reorganizational meeting on December 27, 2018 at 9:30 a.m.

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

Sexual Harassment Policy and Training

Discussion regarding the State's new requirements for a Sexual Harassment Policy and Training. The Board will need to update the policy in the Town of Lowville Personnel Handbook. Attorney Meier will provide a proposed policy for the Board to review.

Motion by Councilman Millard, seconded by Councilman Mullin to adjourn the meeting at 10:54 a.m.

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

Respectfully submitted,

Aimee L. Murphy, RMC
Town Clerk