

**Town of Lowville Regular Board Meeting
July 15, 2021**

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 15th day of July 2021.

This meeting was also broadcasted via Zoom Video Conference.

- Present:** Randy Schell, Supervisor
 Paul Virkler, Deputy Supervisor
 Ruth Larabee, Councilwoman
 John D. Ross, Councilman
 Robert Mullin, Councilman
 Raymond Meier, Town Attorney
 Aimee L. Murphy, Town Clerk
 Thomas Widrick, Highway Superintendent/Special Districts Superintendent

Also Present: Lori Kunert, Invenergy; Paul Denise, Village of Lowville DPW Superintendent; Mariah Monnat, Deputy Town Clerk.

Also Present via Zoom: Mickey Dietrich, Tug Hill Commission; Nicholas Astafan, DCO.

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 Councilman Ross to approve the minutes of the June 17, 2021 regular board meeting.

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

CORRESPONDENCE

- Valley Snow Travelers: Requested letter of support for grant application.
- LACS: Letter stating they will give \$5,918 toward parking lot resurfacing.

VOUCHERS

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

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

General – Abstract #7	Voucher #203 to #233	\$ 8,545.45
Highway - Abstract #7	Voucher #61 to #71	\$ 81,106.70
Capital Water – Abstract #7	Voucher #16 to #19	\$ 182,268.40
Trust & Agency	(06/30/21)	\$ 4,658.28
Trust & Agency	(07/15/21)	\$ 6,365.73
	Total	\$ 282,944.56

SUPERVISOR’S REPORT

Receipts:	Town Clerk	\$ 1,539.27
	Town Court	\$ 1,130.00
	CEO	\$ 1,617.12 (\$3,652.33 ytd)
	Zoning	\$ 525.00 (\$2,376.61 ytd)

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Tax Collector	\$ 0.45
Susan Chapman	\$ 20.00 (Sale of surplus chairs)
Village of Lowville	\$ 10,000.00 (1/2 interest in CAT grader)
NYS Unemployment	\$ 3,165.17 (Refund of overpayment)
Ox Paper	\$ 2,113.19 (Master meter re-imbusement)
LACS	\$ 5,918.00 (Parking Lot paving)

Supervisor Schell’s activities and financial reports are included Board Members Packets.

Motion by Councilman Mullin, seconded by Councilman Virkler to accept the Supervisor’s receipts, activities and financial reports.

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

Invenergy: Lori Kunert of Invenergy gave a brief update on the #3 Wind Project. They are waiting on DPS written authorization to begin construction. Road construction is scheduled to begin July 19th. Turbines are scheduled to be delivered in the Spring of 2022. There will be a ground breaking ceremony on August 4th. More details to come.

DEPARTMENT REPORTS

ATTORNEY

-Cannabis Opt-Out Legislation: The Local Law was passed at the last Board meeting and notice of the law published. Waiting for the time frame for any petitions to be filed with the Town Clerk. Discussion followed as to if the Board should pass a resolution to make the referendum mandatory. Cut off date for putting a proposition on the November ballot is August 2nd. No action taken

HISTORIAN

Supervisor Schell reported that the contractor has looked at the stones at the East Road Cemetery that need repair and work will begin in a week or two.

TOWN CLERK

- Clerk’s Monthly Report is in the Board Members’ Packets and Daily Log has been passed for review.
- Still using quiet time to enter Village Vital Records into the computer.
- Clerk Murphy has been working on updating the transcript of the June Zoom Town board meeting.
- Hunting licenses will go on sale August 2nd.

TAX COLLECTOR

- Tax Collection Completed.
- Reconciliation with County Treasurer Completed.
- June bank interest collected and turned over to the Town Supervisor: \$0.45.

CEO

Monthly Report included in the Board Members’ packets.

SUPERINTENDENT OF HIGHWAYS/SPECIAL DISTRICTS

- Mowing roadsides

- Paved Bickford Road
- Started pipe replacement on Ridge Rd.
- CWD#1: DBP numbers are in: TTHM 23.8 within acceptable levels; HAA5 26.5 within acceptable rate. The Running average on HAA5's is 65.0 which is still above the 60.0 threshold. We should be in compliance after the August sample. TTHM running average is 43.3. Supervisor Schell sent in his quarterly report that stated the Town has complied with 100% of the requirements. The local DOH is still mandating sampling for the next 3 quarters. There are a number of steps involved with the sampling. Supervisor Schell also reported that Bond Counsel is getting ready to apply to the USDA for funds. The town board will need to decide if the Benefit Assessment for CWD#1 will need to be increased this fall.
- Ross Road pipe is planned to be installed following the County completing their paving.
- Hospital Hill: Supervisor Schell reported that the drainage project seems to be working as intended.

DCO

- Monthly report and Semi-Annual report are included in board members' packets.

ASSESSOR

Town Clerk Murphy has received a letter from Assessor Gratch stating her intent to retire effective 07/31/2021. Assessor Gratch has also indicated that she will be retiring from all the towns that she represents as assessor.

Motion by Councilwoman Larabee, seconded by Councilman Ross to accept the resignation of Assessor Erin Gratch, effective 07/31/2021.

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

Supervisor Schell stated that Assessor Gratch would like to be appointed to serve as Assessor for the Town of Lowville effective 08/08/2021. This would give her time to start collecting her retirement from the NYSLRS.

Motion by Councilwoman Larabee, seconded by Councilman Mullin to adopt **Resolution No. 19-2021, "Appointing Town Assessor"**.

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

WHEREAS the Town of Lowville has a vacancy in the position of Town Assessor, effective 08/01/2021, therefore be it

RESOLVED that the Town Board of the Town of Lowville hereby appoints Erin C. Gratch as Town Assessor for the Town of Lowville with a term of office from August 8, 2021 through 09/30/2025.

RACOG

Mickey Dietrich gave a brief update on the happenings at the Tug Hill Commission. RACOG will not be holding another meeting until September. The Comprehensive Plan committee will be meeting in person in August.

OLD BUSINESS

Common Energy- Community Distributed Generation: Supervisor Schell forwarded the slide-show from last month's meeting to the board members. Some discussion regarding the program was conducted. Supervisor Schell will look into this further.

NEW BUSINESS

Community Center: Supervisor Schell reported that he, Councilman Mullin, Village Mayor Beagle, Cassie Buell of Lewis County Planning and County Manager Ryan Piche met to discuss the possibility of a community center in Lowville. Supervisor Schell informed Mr. Piche that the Town and Village of Lowville could only commit to \$50,000.00 per year only if they agreed to provide the summer recreation program. This would be approximately the same amount that the Town and Village currently pay for the recreation program. Mr. Piche asked Supervisor Schell to obtain the Town Board's interest in the project. He stated that instead of contracting directly with Double Play, there would be a Memo of Understanding (MOU) with the County for the summer recreation program. Payments would be made directly to the County. Discussion by the board. No action taken.

ARPA coronavirus Local Fiscal Recovery Fund: The Town will be receiving \$153,424, half of which will be paid this Summer and half in the Summer of 2022. Discussion about what to use it for took place. Some money is restricted as to where to use it while some is unrestricted. No action taken.

Discussion regarding the #3 Wind farm purchasing properties at the corner of NYS Rte. 177 and NYS Rte. 12. The purpose of this would be to demolish the buildings to make room for the over length trailers to be able to turn onto Rte. 12 from Rte. 177.

Motion by Councilman Mullin, seconded by Councilwoman Larabee to move into executive session at 11:00 a.m. to discuss a personnel matter for a specific employee.

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

Motion by Councilman Ross, seconded by Councilman Virkler to leave executive session at 11:16 a.m.

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

With no further business the following motion was presented.

Motion by Councilman Ross, seconded by Councilman Mullin to adjourn the meeting at 11:18 a.m.

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

Respectfully submitted,

Aimee L. Murphy, RMC
Town Clerk