The Board Meeting of the Village of Brownville was held on Tuesday, December 12, 2023, in the Board Room at the Brown Mansion, Brownville, NY.

Present: Mayor Connor Bob Goutremout – Trustee

Steve Mott - Trustee Mike Walrath - Trustee

Absent: Amy Baker-Trustee

Also Present: Superintendent Pickett Shawn Heron

David Kimmel with Brown Park Housing

Mayor Connor called the meeting to order at 7:00 PM.

A motion was made by Trustee Walrath and seconded by Trustee Goutremout to accept the minutes from the previous meeting as submitted, carried.

Mayor Connor administered the Oath of Office to Trustee Goutremout and Trustee Walrath.

**Mayor Connor made the following appointments and designations with the Village Board approval**

**Appointments:**

Deputy Mayor – Steve Mott

Deputy Clerk-Treasurer – Amber Klusacek

Superintendent – Bill Pickett

Trustees to oversee DPW – All Board Members

Trustees to oversee Water/Sewer – Trustee Mott and Trustee Walrath

Trustee to oversee Health/Services – Trustee Baker and Trustee Goutremout

Zoning Officer – Mike Battista

Village Historian – Tom Barker, Connie Hoard, Bill Bell

Deputy Registrar of Vital Statistics – Amber Klusacek

**Designations:**

Official Depository – Community Bank

Official Newspaper – Watertown Daily Times

Regular Monthly Meeting – 2nd Tuesday of each month at 6:00 PM

Special meetings will be scheduled as necessary and will be advertised in compliance with the New York State Open Meetings Law

**Resolution:** **WHEREAS** the Board of Trustees authorizes payment in advance of audit of claims for public utility services, postage, freight and express charges, and any bill which allows for a discount for early payment or payments to avoid late charges, and WHEREAS all such claims shall be presented at the next regular meeting for audit, that this resolution shall take effect immediately.

**Resolution: WHEREAS** the Board of Trustees shall approve reimbursement to such officers and employees at the rate of .67 per mile, that this resolution shall take effect immediately.

**Resolution: WHEREAS** there is to be held during the coming official year: a)NYS Conference of Mayors Annual Meeting and Training School; b) NYS Conference of Mayors Fall Training School for Fiscal Officers and Municipal Clerks; c)Local Government Conference and **WHEREAS** it is determined by the Board of Trustees that attendance by certain municipal officials and employees at one or more of these meetings, conferences of schools that benefits the municipality **NOW THEREFORE BE IT RESOLVED** : That the officers and employees that these meetings concern are hereby authorized to attend them; that the resolution shall take effect immediately.

Trustee Walrath made a motion, seconded by Trustee Goutremout to accept the designations and appointments as presented. All were in favor, carried.

Casey Dickerson from BCA presented the board with the easements that need signatures in order to complete the soil borings along the state road. Mayor Connor and Trustee Goutremout will obtain these signatures door to door. Casey informed the board that the Village was not selected for the SPHO Historic Preservation Funding. He will review the feedback in order to prepare to reapply next year. Casey informed the board that we will not be able to meet the January 1st deadline to start the construction for the Wastewater Treatment Plant for the SPDES permit. BCA will ask DEC/EFC for an extension. Casey informed the board that we should be able to start work on the Mansion in 2024.

David Kimmel from Two Plus Four Management attended representing Brown Park Housing. He informed the Village board that all members of the old Brown Park Housing board have resigned due to not being willing to work with the USDA. David discussed his concerns about what will happen with the housing complex and fears that it may have to close. He is working on trying to prevent that from happening.

Trustee Mott discussed scheduling a special meeting to discuss the Glen Park Sewer IMA that is due to expire. A meeting will be held Thursday, January 4th at 6pm.

Trustee Walrath made a motion, seconded by Trustee Mott to opt in to ROTH contributions. Employees will have the option to contribute to ROTH if they would like.

Trustee Walrath made a motion, seconded by Trustee Mott to order a colored printer from Usherwood in the new fiscal year and to end our services with ABS due to better pricing options.

Trustee Mott made a motion, seconded by Trustee Walrath to hire Bowers & Company to help us with Budget services.

The board discussed charging a 10% late fee every month instead of turning off water due to nonpayment. Clerk Klusacek will research if this is possible.

Superintendent Pickett informed the board the state is now requiring Wet Testing in years ending in 4 & 9. The cost for this will be $8,400 per quarter.

Billy Closs has completed his water license and will receive a $1 an hour raise, effective immediately.

Walrath made a motion seconded by Trustee Goutremout to pay the audited bills abstract 12A-$2,634.53 and 12B-$82,928.02 and adjourn at 8:56 pm. All were in favor, carried.

Respectfully submitted,

Amber Klusacek

Deputy Clerk-Treasurer