The regular monthly meeting of the Village of Brownville was held on Tuesday, December 11, 2018 in the Board Room at the Brown Mansion, Brownville, N.Y.

Present: Patrick Connor – Mayor Leo Thompson – Trustee Steve Mott - Trustee Bob Goutremout – Trustee

Mike Walrath - Trustee

Also Present: Bill Pickett – Superintendent Nick Brenon

Brandon Loomis Chris Fiorentino

Larry Jobson – Police Officer

Mayor Connor called the meeting to order at 7:00 P.M. Trustee Goutremout made a motion, seconded by Trustee Thompson to approve the minutes of the previous meeting as submitted, carried.

Chris Fiorentino updated the Board on a dog complaint on Maple Street. He talked to the owner who assured him the issue has been taken care of.

Police Officer Jobson informed the Board he has been monitoring the speed zones closely as some residents have been complaining. In the spring he will submit a request to the county to set up the electronic speed sign in the village.

Nick Brenon updated the Board on General Brown Days. The GB Committee is looking to improve the parade set up and the food court. The General Brown Committee has donated money to several different youth organizations.

Trustee Thompson inquired about the mandatory Sexual Harassment Training. Clerk West will look into different training options. Trustee Thompson would like to clean up the kitchen in the Brown Mansion. The Clerk will contact the Jefferson County Historical Society Curator to see if any of the furniture can be donated to the Jefferson County Historical Association.

The Board discussed changing the time of the Board Meetings. Trustee Goutremout made a motion seconded by Trustee Thompson to change the Board Meetings to 7:00 PM beginning January 2019. All were in favor, carried. A motion was made by Mike Walrath and seconded by Trustee Thompson to accept the cell phone policy. All were in favor, carried.

Mayor Connor has received complaints about the debris on the side of 101 W. Main St. owned by Donald Terpstra. Clerk West will send a certified letter requesting cleanup within 30 days. Mayor Connor and the Board would like the Clerk’s office audited. Clerk West will contact the village accountant Johnathon Furgison to set up a time.

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

**Appointments:**

Deputy Mayor – Leo Thompson

Village Clerk-Treasurer – Annette West

Deputy Clerk-Treasurer – Amber Klusacek

Superintendent – Bill Pickett

Trustees to oversee DPW – All Board Members

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

Trustees to oversee Health/Services – Trustee Thompson and Trustee Walrath

Zoning Officer – Mike Battista

Village Historian – Tom Barker and Bill Bell

Registrar of Vital Statistics and Deputy Registrar – Annette West and Amber Klusacek

**Designations:**

Official Depository – Community Bank NA

Official Newspaper – Watertown Daily Times

Regular Monthly Meetings – 2nd Tuesday each month at 7:00P.M.

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 claims for public utility services, postage, freight and express charges, and any bill which allows for a discountfor 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 .54.5 per mile, that this resolution shall take effect immediately.

**Resolution:** **WHEREAS** there is to be held during the coming fiscal 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 or 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 Thompson made a motion, seconded by trustee Walrath to accept the designations and appointments as presented. All were in favor, carried.

Mayor Connor and the Board reviewed the bank statements, canceled checks and bills. Trustee Goutremout made a motion, seconded by Trustee Walrath to pay the audited bills Abstract 12A - $72,336.60 and 12B - $1,910.58 and to adjourn at 7.50 P.M.

Respectfully submitted,

Annette West, RMC

Village Clerk-Treasurer