

The Village of Brownville Board Meeting was held on Tuesday, August 12, 2025, in the Board Room at the Brown Mansion, Brownville, NY.

Present:	Mayor Connor	Also Present:	Casey Dickinson - BCA
	Trustee Steve Mott		DPW Superintendent Bill Pickett
	Trustee Mike Walrath		Deputy Clerk-Treasurer Debra Matusiak
	Trustee Amy Baker		Roy Kingery – Brownville Legion
	Trustee Goutremout		Diane Laforty

Mayor Connor called the meeting to order at 6:00 PM.

Casey Dickinson provided the board with an update on all Village projects.

**Trustee Mott made a motion, seconded by Trustee Baker, to approve publishing the advertisement for bids to order meters for the Water Systems Improvements Project as soon as possible. All were in favor, carried.**

**Trustee Walrath made a motion, seconded by Trustee Mott, to sign a proposal with Atlantic Testing Laboratories (ATL) to perform Code-required Special Inspections that are required for portions of the work at the Water Storage Tank. All were in favor, carried.**

**Trustee Mott made a motion, seconded by Trustee Goutremout, to accept Payment Application #10 to JR Dudley for \$66,333.75. All were in favor, carried.**

**Trustee Walrath made a motion, seconded by Trustee Mott, to agree to advance to closing on 0% financing with NYSEFC for the Wastewater Collection System Improvements Project. All were in favor, carried.**

As part of the water project, as excavation progresses, BCA is documenting the location of laterals for use during the design of the Wastewater Collection System Project. They will also need to conduct basement surveys throughout the Village in order to understand where laterals leave houses/businesses so that they can determine where cleanouts need to be located.

After consideration of the SHPO review timeframe and probable construction timeframe for the Brown Mansion Project, it was decided to delay securing a BAN until later this year to avoid accruing undue interest expenses.

**Trustee Mott made a motion, seconded by Trustee Baker to approve Resolution #8 of 2025, the negative declaration (SEQR) for the Brown Mansion Windows & Boiler Replacement Project. Upon roll call vote of the Board was duly adopted as follows:**

Mayor Connor	Yes	Trustee Mott	Yes
Trustee Baker	Yes	Trustee Walrath	Yes
Trustee Goutremout	Yes		

**Trustee Mott made a motion, seconded by Trustee Baker, to approve the purchase of a Plow Truck for the 2026-2027 fiscal year. All were in favor, carried.** Trustee Goutremout would like the Village to keep our current plow truck as a backup. All board members were in agreement.

Clerk Klusacek addressed concerns raised by board members regarding the proper charges to Glen Park for DANC services under the terms of our contract. Previously, rate calculations were based off of DANC's allocation costs for the Village of Brownville, and did not include debt service. Upon looking over the contract and consulting with our attorney, rate calculations should have been calculated using the total cost of DANC to the Village of Brownville, which includes both the allocation and debt service costs. Clerk Klusacek will send a letter to Glen Park letting them know of our error and correct the issue moving forward.

A response letter was reviewed from the NYSDOT regarding our request to have them review traffic conditions at the new Brownville bridge due to multiple accidents. The NYSDOT is willing to conduct speed and traffic control studies.

**Trustee Mott made a motion, seconded by Trustee Baker to approve the Union contract draft. All were in favor, carried.**

The trustees received a copy of job applications for the DPW Laborer position. The board will meet August 19<sup>th</sup> at 6pm to review them together.

Mayor Connor addressed ongoing water leak issues. While the Village has the authority to shut off water immediately in the event of a leak, we have typically allowed residents 10 days to arrange for a plumber and

complete repairs. However, in many cases, weeks pass without action, resulting in significant water loss at the taxpayers' expense. This loss is an even greater concern when our wells are dry or experiencing low water levels. Going forward, the Board proposes reducing this period to 5 days, unless the resident communicates with the Village to confirm a scheduled plumber appointment in a timely manner.

Mayor Connor discussed the required purchase of a taser for the Village's police officer and noted the continued search in securing a Code Enforcement Officer for the Village.

Trustee Walrath made a motion seconded by Trustee Goutremout to pay the audited bills abstract 8A - \$33,919.84 and 8B - \$111,611.28 and to adjourn at 7:02pm. All were in favor, carried.

Respectfully submitted,

Amber Klusacek  
Clerk-Treasurer