

The Village of Brownville Board Meeting was held on Tuesday, January 13, 2026, in the Board Room at the Brown Mansion, Brownville, NY.

Present: Mayor Connor
Trustee Steve Mott
Trustee Mike Walrath
Trustee Goutremout
Trustee Amy Baker

Also Present: Superintendent Pickett
Deputy Clerk-Treasurer Matusiak
Casey Dickinson - BCA
Diane Laforty

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

Trustee Walrath made a motion, seconded by Trustee Goutremout, to accept the change orders related to the previously approved DN Tanks time extension for the new tank construction. The Board reviewed and accepted the associated cost impacts, which include a credit from DN Tanks and an offsetting cost increase from Blackstone Construction, resulting in no net change in cost.

Trustee Mott made a motion, seconded by Trustee Baker, to accept Payment Application #5 for Marcellus Construction for the Water Project in the amount of \$342,445.29. All were in favor; motion carried. Trustee Mott made a motion, seconded by Trustee Walrath to accept Payment Application #3 for Blackstone Electric for the Water Project in the amount of \$33,169.25, contingent on proof of supplies. All were in favor; motion carried.

Trustee Mott made a motion, seconded by Trustee Baker to approve and sign the two Certificates of Substantial Completion with J.R. Dudley Construction for the Wastewater Treatment Plant Project. All were in favor; motion carried. Trustee Walrath made a motion, seconded by Trustee Baker to approve and sign the change order with J.R. Dudley Construction for a time extension from November 15th to November 19th. All were in favor; motion carried.

BCA is developing a list of potential easements required for the I&I Sewer Project. The current project budget is currently \$6.6M. NYSEFC has the financing amount at \$7M, which is the bond resolution amount. Given that it is 0% financing, the Village is satisfied with BCA's recommendation of financing the full \$7M so that we have it available if needed. At the end of the project, any funds unspent would be deducted from the final financing amount. With recent grant denial letters, there will be further discussion on how the Village wishes to move forward with financing.

BCA contacted SHPO to request a status update on the contract approval for the Brown Mansion Project. No update was provided; however, if the project is bid before receiving NYS approval, it will trigger additional review and further delay contract execution. The current bid opening date is February 26, 2026. The Village will maintain this date for now in anticipation of approval, but if approval is not received in time, the bid opening will be postponed.

Deputy Clerk-Treasurer Matusiak provided each board member with a Record of Activities log for NYS Retirement and requested that they complete it over the next three months and return it by the May board meeting. She also informed the Board that NYS now requires all elections to be held in even-numbered years. Board members currently elected in odd-numbered years will be eligible for re-election in November 2027 for a three-year term, rather than a four-year term, so that their subsequent term will align with an even year in 2030.

Trustee Baker made a motion, seconded by Trustee Goutremout to approve Resolution #1 of 2026 to enact Local Law #1 of 2026, to override the tax levy limit.

The motion was put to a vote as follows:

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

The resolution was duly adopted. A copy of the resolution is attached.

Clerk Klusacek informed the Board that she received a quote from MCCI for scanning and digitizing records for \$71,757, with annual fees of \$8,024.50. She noted that NYS grants are time-consuming, and the clerks believe they could scan the documents themselves over time. The clerks will also explore more affordable options, such as scanners and document management software.

Clerk Klusacek informed the Board that she recently spoke with the OSC regarding our accounting and AFR. The OSC is aware of our situation and is understanding. Clerk Klusacek has a meeting on Friday, January 16th with Janelle Tuper from Bowers regarding the status of our 2024-2025 AFR.

Trustee Walrath made a motion seconded by Trustee Goutremout to pay the audited bills abstract 1A - \$434,154.39 and to adjourn at 7:49 pm. All were in favor; motion carried.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'AKL', with a long, sweeping horizontal flourish extending to the right.

Amber Klusacek
Clerk-Treasurer