

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

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

Also Present: Casey Dickinson - BCA
DPW Superintendent Bill Pickett
Deputy Clerk-Treasurer Debra Matusiak
Officer Dennis O'Brien
Diane Laforty

Absent: Trustee Robert Goutremout

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

Officer O'Brien informed the board that he will be out 4–6 weeks for knee surgery. He also raised a known issue involving a former resident and suggested the Village consider installing cameras at the Mansion, DPW Barn, and Sewer Plant, as well as upgrading lighting near the Mansion's front door. The clerks will explore available options.

Casey Dickinson reported that DN Tanks requested postponing construction of the new water tank from 2026 to 2027, with any additional costs covered by DN Tanks. The board expressed concerns about potential issues from delaying the project and decided not to support the postponement.

Trustee Mott made a motion, seconded by Trustee Walrath, to accept Payment Application #3 for Marcellus Construction in the amount of \$794,365.90 and Payment Application #1 for Blackstone Electric in the amount of \$39,103.42. All were in favor; motion carried.

Trustee Baker made a motion, seconded by Trustee Walrath, to sign the Certificate of Substantial Completion with DOW Electric for the Sewer Treatment Plant Project and approve Change Order #2 to remove the remaining unused field allowance and revise the substantial completion date from September 1, 2025, to September 2, 2025. All were in favor; motion carried.

SHPO provided adverse impact letters objecting to the use of synthetic materials for the Brown Mansion Project. Contract documents were revised and resubmitted by BCA.

Trustee Walrath made a motion, seconded by Trustee Baker, to approve Resolution #15 of 2025 to hold a public meeting on the proposed local law for the adoption of Code Book revisions. Upon roll call vote of the Board the resolution was duly adopted as follows:

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

Clerk Klusacek provided an accounting update, noting that she is working with a mentor from the New York State Society of Municipal Finance Officers to bring the records up to date. She will consult with the Village CPA and the Office of the State Comptroller to determine options for addressing the prior fiscal year. **Trustee Walrath made a motion, seconded by Trustee Mott, to approve the Village covering any necessary travel expenses for the mentor from Granville, if required. All were in favor; motion carried.**

The board discussed outside users along Main Street and their water connections as part of the ongoing water project. The Village Attorney outlined options, including annexation, having property owners fund their own water line, or the Town handling billing and reimbursing the Village. Since the properties are in the Town of Brownville, the board will consult with the Town before contacting the outside users. Clerk Klusacek will draft a letter to schedule a meeting with the Town to discuss.

Superintendent Pickett shared budgeted quotes of \$5,525 from Skadatek for cybersecurity services for the Village's water system and \$9,452.60 from Trojan for the UV system at the Pump House. He also informed the board that the plow truck chassis has been delivered to the DPW barn.

Mayor Connor informed the board that the most recent DPW laborer, hired a few weeks ago, has been let go as he was not considered a good fit for the position. The position will be readvertised in a few months.

Trustee Walrath made a motion seconded by Trustee Baker to pay the audited bills, abstract 11A - \$360.12 and 11B - \$3,372,551.76 and to adjourn at 7:55 PM. All were in favor; motion carried.

Respectfully submitted,

Amber Klusacek