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

Present:	Trustee Steve Mott	Also Present:	Superintendent Bill Pickett
	Trustee Mike Walrath		Deputy Clerk Debra Matusiak
	Trustee Amy Baker		Casey Dickinson - BCA
			Diane Laforty
			Steve Cloonan
			Shawn Herron
Absent:	Mayor Connor		James Meola
	Trustee Goutremout		Kimberly Foss

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

Casey Dickinson provided project updates.

Water Project: All the water main is now completed, tested, and approved for services. BCA contacted NYSDOH and NYSEFC regarding the use of Water Project contingency funds to replace aging well pumps and conductors. The agencies indicated that funding may be available but would require a Preliminary Engineering Report amendment. BCA submitted a proposed amendment #7, including adjustments to additional service fees and hourly rates, for the Board to review. **Trustee Walrath made a motion, seconded by Trustee Baker, to accept Payment Application #13 for Marcellus Construction for the Water Project in the amount of $570,359.44. All were in favor; motion carried.**

Wastewater Disinfection Project: J.R. Dudley has completed all remaining punch list items. BCA is coordinating UV building abatement and evaluating alternative scum pit pumps. Change Orders #6, #7, and #8 address freeze-damaged piping, a one-year final payment extension, FRP covers, and ventilation and humidity control improvements. The Board deferred approval pending negotiations regarding BCA's reimbursement for this work. The Board also tabled J.R. Dudley's Payment Application #14 for $40,770.41 until an agreement is reached with BCA. BCA is also exploring the use of remaining EFC contingency funds for WWTP asphalt resurfacing, pending legal review and funding requirements.

Wastewater Collection System (I&I) Project: BCA met with the Village on September 30th to review project plans, costs, easements, and scheduling, which remains dependent on funding. Easements were requested for the Catholic Church and Charles Mackey properties near the WWTP. No additional easements will be pursued at this time. The project cost estimate increased from $6,609,000 to $8,217,000, reflecting approximately $1 million in additional work and $600,000 in inflation. Estimated quarterly debt service ranges from $55 to $160 per EDU, depending on grant funding and bid costs. Grant scenarios range from $5.3 million to no grant funding. The Village may consider reducing the project scope to limit user costs.

Brown Mansion Project: DC Builders was authorized to demolish the rear and partial side porch roof on a time-and-materials basis, with SHPO coordination. BCA will submit an amendment for additional engineering services due to unforeseen conditions. DC Builders proposed $19,740 for playground paving, excluding asphalt costs, with work anticipated in spring 2027 pending approval. **Trustee Walrath made a motion, seconded by Trustee Baker, to approve DC Builders' $8,838.01 proposal for demolition of the parks and recreation closet to allow for a continuous floor slab. All were in favor; motion carried.**
Trustee Baker made a motion, seconded by Trustee Walrath, to accept Payment Application #3 for DC Builders for the Mansion Project in the amount of $318,048.51. All were in favor; motion carried.

The Village's legal counsel contacted the clerk and BCA last week regarding the IMA between Brownville and Glen Park for sewer services. BCA has a meeting scheduled with Brownville's legal counsel on Thursday, October 15 to discuss the revised IMA.

James Meola expressed concerns about sandbags around storm drains from the Water Project being removed before winter. Mr. Dickinson assured him they would be removed and that walkthroughs would be conducted before winter and again in the spring to identify and address any remaining issues before project closeout.

Shawn Herron inquired about holding General Brown Weekend in Brownville in 2027. The Board could not confirm availability due to uncertainty surrounding paving completion and ongoing Brown Mansion renovations. Mr. Herron will explore holding the event in the Village of Dexter for another year.

Kim Foss informed the Board that her property is now a single-family residence and requested that her water billing be adjusted accordingly. **Trustee Walrath made a motion, seconded by Trustee Baker, to approve the change, stipulating that Ms. Foss must notify the Board before converting the property back to a duplex. All were in favor; motion carried.**

Trustee Walrath discussed the new NYS Trapped at Work Act, which may affect the DPW employee contract provision requiring prorated reimbursement of Village-paid training costs for water, sewer, and CDL licenses if an employee leaves within 10 years. As the employees are unionized, the contract may qualify for an exemption under the new law. The Village will consult its attorney for clarification.

Deputy Clerk Matusiak presented the Board with a comparison of National Grid costs for 2025 and 2026 to illustrate the increase in utility expenses.

The Board reviewed a $7,000 proposal from EFPR Group, CPAs, for the required Water Project single program audit due to federal expenditures exceeding $1 million. **Trustee Walrath made a motion, seconded by Trustee Baker, to accept the proposal. All were in favor; motion carried.**

Clerk Klusacek presented the Board with the draft Annual Financial Report (AFR) prepared by LGSS. The Board had several questions and requested clarifications, which the Clerks will address with LGSS during their scheduled meeting on Thursday.

NYSDOT removed the traffic lights and poles at the intersection of Washington and Main Streets near the American Legion, leaving gravel where the sidewalk requires repair. NYSDOT has been contacted, and the Village is awaiting a response.

DPW Superintendent Pickett advised the Board of the need for a hydrant blow-off assembly to relieve water pressure in Glen Park. The estimated cost is $3,000, as budgeted, with Glen Park agreeing to pay half.

Trustee Mott reminded Board members and employees to maintain professionalism and discretion when discussing Village matters, whether in person, through texts, emails, or on social media, including outside work hours and on personal devices. He emphasized the importance of avoiding unprofessional public comments, while ensuring communications regarding Village business remain respectful and appropriate.

Trustee Walrath made a motion seconded by Trustee Baker to pay the audited bills abstract 10A - $18,372.74 & 10B - $1,013,606.63 and to adjourn and close the Public Hearing at 7:48 pm. All were in favor; motion carried.

Respectfully submitted,

Amber Klusacek
Clerk-Treasurer, RMC, CMFO