

The Village of Brownville Board Meeting was held on Tuesday, October 14, 2025, in the Board Room at the Brown Mansion, Brownville, NY.

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

Also Present: Casey Dickinson - BCA
DPW Superintendent Bill Pickett
Deputy Clerk-Treasurer Debra Matusiak
Shawn Herron

Absent: Trustee Amy Baker

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

Mayor Connor signed the Water Meter Procurement Notice to Proceed with TI-Sales for the Water Meter Project. He also signed the Attachment to Highway Work Permit Consult Inspection Agreement between BCA, NYSDOT and the Village of Brownville.

Trustee Mott made a motion, seconded by Trustee Walrath to accept Payment Application #2 for Marcellus Construction in the amount of \$3,110,496.61 as soon as the requested short-term funds from EFC are received. All were in favor, carried.

A discussion took place regarding the outside users along Main Street and their water connections as part of the ongoing water project. It was noted that the Village does not have the authority to pay for any portion of the line located outside Village limits. Questions were raised about whether these properties could be annexed into the Village to assist with water service needs or if it would be more appropriate to advise the property owners to join together to hire a contractor and fund the water line installation themselves. The clerks will consult with the Village Attorney to obtain additional information on the available options before speaking with these residents.

There was discussion about running a gas line to the DPW Barn. Superintendent Pickett will work on reaching someone at National Grid to get more information regarding this.

Shawn Herron discussed a location for General Brown Days seeing as there will be Water Project equipment at the Brown Mansion. He will approach Dexter and possibly Glen Park for possible options for the next year or two. There was also discussion about closing down Brown Blvd and keeping the crafters and food vendors at the Mansion and moving rides down to the parking lot by the Post Office. He will discuss possible options with the General Brown Days Committee.

Trustee Mott made a motion, seconded by Trustee Goutremout, to approve Resolution #12 of 2025 authorizing the Village to obtain a loan from KS StateBank in the amount of \$299,518.20 for the purchase of a 2026 Mack plow truck. Upon roll call vote of the Board the resolution was duly adopted as follows:

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

Clerk Klusacek provided an update on Village bank accounts and recommended consolidating several accounts while maintaining separate fund accounting per NYS law. She proposed moving the Street Equipment, Water, and Sewer Fund accounts into the General Fund, while keeping the General, Payroll, Water Reserve, Sewer Reserve, and all Capital Project accounts open with Community Bank. She also recommended opening an interest-bearing account with subaccounts through NYCLASS to maximize interest earnings. The Village's current bank interest rate is 0.02%, whereas NYCLASS offers a rate of 3.99%. **Trustee Walrath made a motion, seconded by Trustee Goutremout to approve Resolution #13 of 2025 authorizing Clerk Klusacek to participate in the NYCLASS program. Upon roll call vote of the Board the resolution was duly adopted as follows:**

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

Trustee Walrath made a motion, seconded by Trustee Goutremout, to approve Resolution #14 of 2025 for a force account authorization for the Village's Water Improvements Project. This allocates a maximum of \$50,000 in expenses for project related services provided by the DPW employees at their respective overtime rates. Upon roll call vote of the Board the resolution was duly adopted as follows:

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

A discussion was held regarding the possibility of approaching the Town of Brownville about outside users to determine if they would be interested in entering into a contract with the Village that would allow any unpaid water or sewer fees to be re-levied onto Town taxes, with reimbursement to the Village once payment is received. Clerk Klusacek will gather additional information on this option before discussion is held with the Town.

DPW Laborer William Closs submitted his 2-week resignation. His last day will be October 24, 2025. The board discussed holding interviews October 22nd. The clerks will pull the most recent applicants and see if they are interested in coming in for second interviews to fill this position.

Trustee Walrath made a motion seconded by Trustee Goutremout to pay the audited bills abstract 10A - \$388,110.62 and 10B - \$504,126.04 and to adjourn at 6:53 pm. All were in favor, carried.

Respectfully submitted,

Amber Klusacek