

REGULAR MEETING  
TOWN OF LOUISVILLE, NEW YORK  
June 11, 2025 6:00PM

BOARD MEMBERS PRESENT: LARRY LEGAULT, SUPERVISOR  
NANCY CHARLESTON, COUNCILWOMAN  
DAN OKEEFE, COUNCILMAN  
SHAWN THOMPSON, COUNCILMAN  
RAY DRAKE, COUNCILMAN  
ALSO PRESENT: SLC Legislator Rita Curran, Highway Superintendent Bill Shirley  
OTHERS PRESENT: many Louisville residents

Supervisor Legault called the regular meeting to order at 6:00pm.

Supervisor Legault requested moment of silence for Denny Avery, he was a past board member and long time Louisville resident.

Pledge of Allegiance

Accept or correct May 14, 2025 public hearing regular meeting minutes.

**Resolution #63-2025**

Motioned by Councilman O'Keefe, seconded by Councilwoman Charleston, duly carried to accept May 14, 2025 regular meeting minutes.

Report from Larry Clark, RVRDA: Larry was not able to attend tonight's meeting but left report for Clerk Ellsworth to give the Board. Mr. Clark let them know they will receive partial of their request in the amount of \$10,000.00. Thank you, Councilman O'Keefe for your work on the grant.

Report from Rita Curran SLC Legislator: Last sales tax shows we are on par with what we did last year. County put out a request to and engineer for a design for a new highway building in Potsdam.

Report from Louisville Landing Recreation Manager Perry French: Revenue this year 2025 \$135,977.00 compared to last year 2024 \$118,000.00. Perry requested approvals from the Town Board for the following:

- Bunker sand in the amount of \$539.00
- Top dressing Sand in the amount of \$1,790.00
- Geese control (Mary Hinds) for 5 months (May, June, July, August, September) in the amount of \$5,000.00
- Brent Smith Medicare payments at \$200.00 a month equaling \$2,400.00 a year

**Resolution#64-2025**

Motioned by Councilman O'Keefe, seconded by Councilwoman Charleston, duly carried to accept the following approvals for the following:

- Bunker sand in the amount of \$539.00
- Top dressing Sand in the amount of \$1,790.00
- Geese control (Mary Hinds) for 5 months (May, June, July, August, September) in the amount of \$5,000.00

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- Brent Smith Medicare payments at ~~\$200.00~~ \$185.00 a month ~~equaling \$2,400.00 a year~~ for 7 months of the year (May, June, July, August, September, October, November)

Below is a report from LLR:

<p style="text-align: center;">The River Course @ Louisville Landing Recreation Z Out Report - All Terminals for 03/01/2025 - 05/31/2025 Generated 06/04/2025 07:44am</p>						
Payments				Sales		
Description	Amount	Tip	Adjusted Total	Description	Item Count	Amount
Cash	29,378.00	0.00	29,378.00	Cart Fee	1,082.00	11,655.52
Check	45,388.00	0.00	45,388.00	Cart Fee Tournament	5.00	50.00
Credit Card	41,979.00	0.00	41,979.00	Green Fee	1,062.00	21,109.00
		0.00		Green Fees	0.00	0.00
		0.00		Passes	220.00	79,447.64
		0.00		Range	77.00	432.24
		0.00		Season Pass	618.00	935.00
		0.00		Season Range Pass	3.00	825.00
Revenue/Non-Revenue				Taxes/Partial Returns		
Description	Totals		Adjusted Totals	Description		Amount
Revenue Payments Total	116,745.00		116,745.00	8.000 %		2,290.60
Non Revenue Payments Total	0.00		0.00			
Total			116,745.00	Total		2,290.60
Difference			0.00			
Drawer Count			116,745.00	Sales		114,454.40
+ Cash Short			0.00	+ Cash Over		0.00
+ Checks Short			0.00	+ Checks Over		0.00
				+ Taxes/Partial Returns		2,290.60
Total			116,745.00	Total		116,745.00

Louisville Landing Recreation was in need of a new mower.

**Resolution #65-2025**

(Email) Motioned by Supervisor Legault, seconded by Councilman Thompson, duly carried to accept the purchase of a new mower not to exceed \$13,000.00.

Report from Recreation and Maintenance Supervisor Lindsey Gladding: Mr. Gladding sent in his report to the Town Board for review, he is under the weather and could not make it tonight. Recreation and Maintenance Supervisor Lindsey Gladding requested approval to purchase a small stump grinder at a cost of \$2,800.00 from Woodchop Shop.

**Resolution #66-2025**

Motioned by Councilman O'Keefe, seconded by Councilwoman Charleston, duly carried to accept the purchase of a stump grinder from Woodchop Shop at a cost of \$2,800.00.

Mr. Gladding reports 6 trees did not come back this year at the arena and 2 trees did not come back at Whalen Park, and 1 new tree at the intake did not come back either. Lindsey spoke with Gary at Massena Electric and will be talking with NYPA about a warranty. Mr. Gladding has borrowed the staging for LVFD Car Show on July 5, 2025. Lindsey collected quotes for line striping the parking lot; at the Town offices and a new Ac Unit for Town Offices. For the line striping ADK quotes \$1,100.00 for line striping and \$3,475.00 for crack repairs at Town Office/Highway barn parking lot. Flynn's line striping at Town Barn for \$1,125.00, crack fill repair \$1,200.00. Buffham quote without coming and doing measurements or looking at the parking lots started at \$600.00. AC unit quotes for the Town

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Offices were from Goodrich at a cost of \$26,511.30, Merkley's \$32,248.00, and Cornerstone \$29,326.78. Recreation and Maintenance crew did some maintenance following the recent inspection from the County, they replaced a damaged door/step at the restaurant and converted 7 non-working T12 light fixtures to LED on the top floor of the pro shop. They replaced the drop-down ceiling that was falling down and converted non-working T12 light fixture in the locker room to LED. They also cleaned and scrubbed the mold off the ceiling and door in the hallway of the locker room. Mr. Gladding purchased new work boots and safety shirts for the crew, and safety glasses. Lindsey picked up the old compressor at the water plant and is going to try and use it at the Arena. The new scoreboard has arrived and will be installed within the next few weeks. Repairs at the arena were made following SLC inspection as follows replaced an outlet in the concession stand with GFCI, added an employee only sign on the door to the mechanical room, and added an exit sign to the man door in the compressor room.

**Resolution #67-2025**

(email) Motioned by Councilwoman Charleston, seconded by Councilman Drake, duly carried to accept ADK for line striping at cost of \$1,100.00, and Goodrich for the installation of AC unit at the Town Offices.

Report from Highway Superintendent Bill Shirley: New truck has arrived and went back to Charlebois for repairs. The other new truck is now looking to arrive in September. Mr. Shirley attended Highway School. The County came this past Monday and gave their quote for paving Caravan, Antoinette, and South Willard Rd at \$160,000.00 it is \$4,000.00 over what is in the budget due to paving all of South Willard.

**Resolution #68-2025**

Motioned by Councilman Thompson, seconded by Councilman Drake, (discussion Councilman O'Keefe questioned what is the prep work for all three of the roads? Mr. Shirley explains work has all been completed and pipes have all been changed that need to be changed, there is one more on Willard that will need to be changed. County will be paving in August), duly carried to accept County to pave Antoinette, Caravan, and all of South Willard Rd in the amount of \$160,000.00.

Bill met with Andy Willard from the County on the bridges, Martin Rd. bridge can be taken out and a culvert to be put in, no permits will be needed for this. Nation Rd. Bridge concrete railing is breaking up and to cap it and cover the walls that are there now. Dishaw Rd. barrels are on the shoulder for now to help keep people off the shoulders and this bridge cannot be any smaller than it is now, engineering will need to be involved and DEC will need to permit because it is in the swamp area. The cost estimated to have the bridge on Dishaw Road repaired is from \$800,000.00 - \$1,000,000.000. Bridge NY may have money there that the Town can get. Bill will look into getting an engineer to handle the paperwork and designing. Mr. Shirley will have Clerk O'Keefe send a letter to the company where the sand sifter was purchased. Sand sifter is too small for the equipment Highway has. Supervisor Legault questioned what Bill will do next to replace it, keep the old one or have one built. Mr. Shirley doesn't think the old one is any good to continue to use, he will continue to get more quotes elsewhere. Bill would like to appoint Logan Snyder as Highway Deputy. Town

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Board tabled at this time for legal reasons, Highway Deputy needs to reside within the Town of Louisville.

CHIPS report below:

Program	Cumulative Rollover Balance	25-26 Apportionment Balance	Total Balance
CHIPS	\$0.00	\$83,013.83	\$83,013.83
PAVE NY	\$0.00	\$17,967.52	\$17,967.52
EWR	\$0.00	\$14,541.45	\$14,541.45
POP	\$0.00	\$11,978.35	\$11,978.35

Report from Grant Writer Linda McQuinn: Report shown below.

Activities pertaining to the grant writing/research services provided to the Town of Louisville:

1. **Sports Arena** – There are currently two new and different options for renovations to the Louisville Community Center, including the Consolidated Funding Application (CFA) portal, and the NY BRICKS program. The NY BRICKS program has been just announced, with an official opening date of 07/15/25 and a proposal due date of 08/15/25.
2. **CFA/Salt Storage** – The Consolidated Funding Application portal is now open, and the Department of Environmental Conservation has provided a direct line with questions for the creation of applications. A webinar was held on 06/04/25 that provided additional information on the best options for creating the applications. With this new round, there are greater opportunities to create stronger applications for submission and potential funding.

Public Comment:

Resident shares with the Town Board there is a petition circulating. Chairperson from the Seaway Valley Seniors Club, she thanks the staff at the arena for the wonderful treatment they receive while they are there. She also invites the summer staff to attend their summer picnic again this year on August 12, 2025. Another resident would like to start hometown hero banners here in Louisville, they would go from South Willard and down CR 39. Banners would be up Spring through Fall, resident would like access to this on the Town Website. Another resident expressed concerns with revaluation project, resident feels like concerns were ignored and that the whole project needs deeper thought. Other residents spoke up questioning how or where the assessor came up with the numbers. Other residents shared concerns with having the time to go through judicial review. Another resident would like to give a presentation to the Public. Multiple residents expressed their concerns with understanding the process; not receiving clarification on how their properties were assessed; and why they received insufficient data letters, since they felt they have supplied plenty of information. Resident addressed the Board explaining the board is elected to represent the residents and he does not feel they are doing that. Another resident submitted a formal complaint regarding Mr. Ball to the Town Board. Multiple residents again expressed their concerns with the

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revaluation project even after attending grievance day. Another resident questioned how much the assessor was paid to do this revaluation project, and Supervisor Legault explained his salary is \$29,000.00. Louisville resident questioned what will it take for the Board to take action, Supervisor Legault asked Town Board is there a motion the Board would like to do. Councilwoman Charleston explained she does not believe there is anything that can be done, and to reach out to the Town Attorney to see if anything can be done at this time. Another resident questioned when it comes to the petition if there were 1,000 signatures could that stop the reval? Supervisor Legault explained it will come down to following the legalities of what can and cannot be done.

Report from Town Assessor Robert Ball:



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## Assessor's Report

June 11, 2025

- In 2025 there have been 24 property transfers. Of these transfers 6 are Arm's Length Sales and will be used by NYS when determining the Town's equalization rate.
- Grievance Day was held on May 28<sup>th</sup> from Noon to 4pm and 5pm to 8pm. It went very smoothly. The Grievance Board reconvened on Saturday May 31<sup>st</sup> to review the grievances and make their determinations.
  - o 76 Property owners attended the day of to grieve their assessment. 19 grievances were also mailed in or dropped off and received prior to the Board of Assessment Review meeting for a total of 95 grievances.
  - o Additionally, 35 grievances were submitted to the board as a Stipulated Agreement between the property owners and myself. The board approved these changes as well.
  - o 5% of the property owners in the town grieved their assessment. Of the 95 properties the Grievance Board reviewed, they lowered 40 assessments and made no changes to 55 assessments.
- The 2025 Final Assessment Roll will be filed with the Louisville Clerk on July 1<sup>st</sup> 2025. Notices have been placed in the local paper announcing the filing of the role.
- Received and processed 2 new exemption applications for the 2026 Roll.

Respectfully submitted,

Robert Ball, IAO  
Sole Assessor

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Communications and Petitions: Letter from SLC Self Insurance Plan. Letter from Development Authority of the North Country. Letter from Northern Community Foundation, Supervisor Legault will mention this to Lindsey to have Rec Clerk, Chloe to look into this. Letter from C2AE. SUNY Potsdam Local Government Conference will be October 14, 2025. Certificate of Training Brian Hurlbut on the Planning Board. Certificate of OSHA training for the Highway Dept. along with Recreation and Maintenance Dept. State Plowing for March and April for \$48,327.67. Supervisor's Report received.

Old Business: Report from Local Government Task Force and RVRDA, request has been submitted to NYPA. Neighborhood watch; continue to check parks for needles. Update on the Water Plant project; Plant may be up and running by July 1, 2025. Grasse River Rd is still out to both party's attorneys at this time. Update on the outside auditor, Clerk Ellsworth explained all requests are filled as we get them. Update on Hurricane Debby reimbursements. Hometown Days 2025 events, Clerk Ellsworth shared that the Chicken BBQ is this Saturday, June 14<sup>th</sup> at 11am at the Community Center. Hometown Days will have their next meeting on July 7, 2025 at 6pm in the Town Board room to finalize Hometown Days Bash weekend on Jul 18<sup>th</sup>– 20<sup>th</sup>. Update on County Route 43 extension: Larry, Bill, Dylan and Sue will meet tomorrow. Update on NYPA Adjoining Landowners funds of \$37,000.00; to cover costs of perk tests completed on the Wilson Hill lots, AC unit and Hydrant at the Wilson Hill causeway that was recently installed. 2025 permanent improvements with a budget amount at \$155,960.00; approval to increase to have County pave all of South Willard.

New Business: Approve \$2,000.00 lease payment to NYPA; to be included in the 07-25 abstract. Ice fees for the 2025-2026 season; will be tabled until next month when Lindsey will be here. Supervisor Legault will get quotes for Fire Station on CR 39 for strapping, insulating, and putting metal up. Supervisor Legault will pay Ken Pike his 400 hours sick time in the amount of \$12,000.00.

**Resolution #69-2025**

Motioned by Supervisor Legault, seconded by Councilwoman Charleston, Abstained by Councilman Thompson, duly carried to accept Lease payment to NYPA in the amount of \$2,000.00.

Report from Councilman Drake: Had golf meeting recently with Councilman O'Keefe and the golf committee, any issues were addressed.

Report from Councilman O'Keefe: Questions Spectrum bills to be paid ACH. Supervisor Legault explains he does not want money to be pulled directly from the Town's bank account.

Report from Councilwoman Charleston: Audits for Louisville Landing Recreation and Recreation and Maintenance Dept. were completed by Councilwoman Charleston and Councilman Thomspson.

**Resolution #70-2025**



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Motioned by Councilman O’Keefe, seconded by Councilman Drake, Abstain Councilman Thompson & Councilwoman Charleston, duly carried to accept the 2025 Audits for Recreation and Maintenance Dept. & Louisville Landing Recreation.

Approve Town Clerk’s Abstract 06-2025.

Resolved that invoices contained on Abstract 06-25 have been reviewed by the Town Board and are authorized for payment in the following amounts:

06/2025 - Abstract		
<b>Fund</b>	<b>Voucher #'s</b>	<b>Amount</b>
General A	187-25G - 214-25G	\$ 21,199.61
General B		\$ 3,533.31
SF		\$ 69,167.00
SL1		\$ 15.70
SL2		\$ 31.40
SL3		\$ 273.80
SL4		\$ 9.45
<b>General Savings Transfer Total</b>		<b>\$ 94,230.27</b>
Highway DA	126-25H - 144-25H	\$ 6,061.57
Highway DB		\$ 14,177.26
<b>Highway Savings Transfer Total</b>		<b>\$ 20,238.83</b>
<b>Water District #1</b>	81-25SW - 97-25SW	<b>\$ 8,939.51</b>
<b>Water District #2</b>		<b>\$ 135,223.79</b>
<b>Water District #3</b>		<b>\$ 4,251.45</b>
<b>Capital</b>	19-25CD - 25-25CD	<b>\$ 551,639.90</b>
<b>Hometown Days</b>	4-25SB - 7-25SB	<b>\$ 4,489.20</b>
<b>Louisville Landing</b>	76-25GF - 98-25GF	<b>\$ 32,152.72</b>
<b>Total of Abstract</b>		<b>\$ 851,165.67</b>

**Resolution #70-2025**

Motioned by Councilwoman Charleston, seconded by Councilman Drake, duly carried to accept the 06-25 Abstract.

The May 2025 Town Clerk report was reviewed.

Town Clerk May 2025 Bank reconciliation was reviewed.

Report from Town Clerk Amy Ellsworth: Clerk Lisa and myself have looked into some credit card charge companies; NBT are more for business and would cost the Town more, Municipay is 3.5% charge, and CSG Forte Clerk Ellsworth had a webinar meeting with them and they provided us a quote of a \$2.00 minimum fee and 2.6%. If the Board would be like to purchase hardware there would be a one-time charge for each location that would like the hardware instead of entering on the website manually, other than that set up is free, training is free. Clerk Ellsworth is in favor of CSG

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Forte but would like to see if Clerk O'Keefe has brought back any information on another credit card company as she has just attended tax school and would like to follow up if she has come across any other options. Currently we have Allpaid with a \$3.99 minimum fee and roughly 2.9%. Clerk Ellsworth needs to have the following voucher #'s voided from the 05-25 Abstract; 153-5G (HWY bill to REC \$309.60), 115-25H (SLC Dept. HWY bill \$16,424.62), and 180-25G (Haggett Excavating bill \$3,000.00).

Haggett Excavating bill in the amount of \$3,000.00.

**Resolution# 71-2025**

Motioned by Supervisor Legault, seconded Councilwoman Charleston, duly carried to pay the Haggett Excavating bill in the amount of \$3,000.00, and to relevy on to the property owner's taxes if they do not reimburse the Town.

Clerk Ellsworth suggested to the Town Board to amend Local Law 1 for year 1998. Councilmembers discussed reval project and everyone's concerns that were brought up and Supervisor Legault will reach out to the Town Attorney.

Public Comment: Resident explained she finds the Town Assessor's behavior to be condescending and not informative, and he doesn't answer questions that are asked. Resident researched and did their part and can not understand how Mr. Ball has come up with the assessment that she was given. AC Unit for the Town offices on who is installing the AC unit, Supervisor Legault explains Goodrich will be doing the installation, and resident continues to question Board on their procurement guidelines. RVRDA funds and guidelines, Councilman O'Keefe will forward the RVRDA website with the information. Resident also questioned NYPA Adjoining land funds, Supervisor Legault explained this is not something the Town receives annually and can be used towards any Town project. Resident requested a copy of the Ten-year review with NYPA, Clerk Ellsworth will forward the information. Another question brought forward was the \$16,424.62 check that was being voided for the SLC Highway Dept., resident would like to know if this from some equipment borrowed. Supervisor Legault explained it was a plow truck that was borrowed, Highway Superintendent Bill Shirley informed resident that the Town is doing a shared service to pay back. Resident would like a copy of the bill, Clerk Ellsworth will forward the bill. Resident suggested to the board maybe check to see if there is a charge prior to borrowing equipment. Another resident questioned how is that bill going to be paid, Highway Superintendent Bill Shirley explained the Town will do mowing this summer for the County and that will pretty much settle it and if they need something else again they will call Bill. Residents questioned who is keeping track of how many hours and the charges? Mr. Shirley states he is billing them hours and equipment and that the County is taking that off. Another resident questioned parking lot work last year, Mr. Shirley states the County would not do it last year. The Village of Massena ended up doing the parking lot, and that he is not happy with the parking lot. Town does not have shared services with the Village of Massena. Other resident mentioned other companies that would be able to pave, and suggests the board looks into that in the future. Resident brings forward generator issues in the past and questioned if they have been resolved, according to May's minutes it has not, Bill will look into this and call someone to come service the generator.



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Enter executive session to discuss particular employee work history

**Resolution #72-2025**

Motioned by Councilwoman Charleston, seconded by Councilman O'Keefe, duly carried to enter executive session at 8:17pm.

Exit executive session at 8:50pm no action taken. Adjourn meeting.

**Resolution #73-2025**

Motioned by Councilman Drake, seconded by Councilman O'Keefe, duly carried to adjourn the meeting at 8:50pm.

Respectfully Submitted By:

Amy Ellsworth

Town Clerk