

ANNUAL MEETING
DOLGEVILLE BOARD OF TRUSTEES
DOLGEVILLE, NEW YORK
APRIL 3, 2023
5:00 p.m.

PRESENT: MAYOR: Mary E. Puznowski
TRUSTEES: Craig Eggleston
Amanda Jaquay-absent
Amber Kraszewski
Laura Madore -absent

ATTORNEY: Brett Preston-absent

RECORDING SECRETARY: Tammy L. Chmielewski

The Annual Meeting called to order by Mayor Mary E. Puznowski at 5:00 p.m. at Village Hall. The Pledge of Allegiance recited.

ATTENDED BY: Jessica Eggleston, Wyatt Eggleston and Grayson Eggleston

Swearing in Village Trustee

Trustee Craig Eggleston – term expires at Annual Meeting 2024.

Appointments Resolution # A-1-2023

Mayor Mary E. Puznowski made the following appointments:

The following resolution offered by Trustee Kraszewski sec. Trustee Eggleston. Ayes all.

BE IT RESOLVED the following appointments by Mayor Mary E. Puznowski recommended be and hereby approved for 1 year until the next Annual Meeting unless noted:

Village Clerk – (4 yrs.)

Village Treasurer – (4 yrs.)

Village Attorney – (1 yr.) ***Brett Preston***

Deputy Mayor – (1 yr.) ***Amber Kraszewski***

Deputy Village Clerk – (1 yr.) ***Jenny Armstrong***

Code Enforcement Officer - (1 yr.) ***Philip Green***

Auditor – (1 yr.) Village Board

Minority Officer – (1 yr.) ***Village Board***

Sewer Inspector – (1 yr.)	Chet Szymanski Alternate-Amy Mowers
Labor Compliance Officer – (1 yr.)	Mary E. Puznowski
Civil Rights Compliance Officer – (1 yr.)	Amber Kraszewski
E. M. O. – on call as needed – (1 yr.)	Richard Levonski
Fixed Assets Manager – (1 yr.)	Department Heads
Budget Officer – (1 yr.)	Mayor Mary E. Puznowski
Deputy Budget Officer – (1 yr.)	Michele Weakley
Registrar of Vital Statistics – (4 yrs.)	Tammy L. Chmielewski
Deputy Registrar of Vital Statistics – (1 yr.)	Jenny Armstrong
NIMS Compliance Officer – (1 yr.)	Matthew Wright
Health Officer – (1yr.)	Village of Dolgeville Board of Trustees
Election Inspectors (5)	Next Election
Housing Rehabilitation Member – (5 yrs.)	Frederick Caulfield – Exp. 2028 Brittany Serow replacing Van Billings Exp. 2026
E.D.R.L.F. Member – (5 yrs.)	- Linda Lyle – Exp. 2028 Need to replace Gary Luther – Exp. 2026
Planning Board – (5 yrs.)	Paul Puznowski – Exp. 2028
Zoning Board of Appeals - (5 yrs.)	Sarah Jaquay – Exp. 2024 Frederick Caulfield - Exp. 2028
Dolgeville Housing Authority – (5 yrs.)	Elaine Ruggerio – Exp. 2028

Dolgeville-Manheim
Library Board – (5 yrs.) – *Exp. 2028*

Youth Commission – (5 yrs.) *Carolyn Williams – Exp. 2028*

Code of
Ethics Board (3) (1yr.) *Carolyn Williams – Exp. 2024*
Susan Prestigiacomio – Exp. 2024
Charles Gressler – Exp. 2024

Village Tax
Collector – (1 yr.) *Tammy L. Chmielewski*

Village Historian – (1 yr.) *Susan Perkins*

AYES: Trustees Eggleston, Kraszewski, Mayor Mary E. Puznowski
ABSENT: Trustees Jaquay, Madore
NAYS: None
ADOPTED – April 3, 2023

**Mayoral Liaison
Appointments
Resolution # A-2-2023**

The following mayoral appointments designated by Mayor Mary E. Puznowski:

Police & Police Order - *Laura Madore, Amanda Jaquay*

Law & Ordinances – *Amanda Jaquay, Laura Madore*

Public Health & Nuisances – *Craig Eggleston, Amanda Jaquay*

Parks & Recreation – *Craig Eggleston, Amber Kraszewski*

Building Inspector – *Craig Eggleston, Laura Madore*

Beautification – *Amber Kraszewski, Laura Madore*

Finance - Mayor and Board of Trustees

Flood Control – *Craig Eggleston, Amber Kraszewski*

Personnel – *Amber Kraszewski, Amanda Jaquay*

D.P.W. – *Craig Eggleston, Laura Madore*

Public Relations – *Amanda Jaquay, Amber Kraszewski*

WWTP – *Amber Kraszewski, Craig Eggleston*

Refuse & Trash – *Amanda Jaquay, Amber Kraszewski*

Recycling – *Amanda Jaquay, Amber Kraszewski*

Water Department – *Amanda Jaquay, Amber Kraszewski*

Youth Program – *Craig Eggleston, Amber Kraszewski*

Senior Citizen Advisor – *Amanda Jaquay, Laura Madore*

Tourism – *Amanda Jaquay, Amber Kraszewski*

Planning Board – *Amber Kraszewski, Laura Madore*

Village Rep. to

Dolgeville-Manheim Public Library – *Amanda Jaquay, Laura Madore*

Village Rep. to MOVAC

Ambulance Corp. – *Craig Eggleston, Amber Kraszewski*

AYES: Trustees Eggleston, Kraszewski, Mayor Mary E. Puznowski

ABSENT: Trustees Jaquay, Madore

NAYS: None

ADOPTED – April 3, 2023

**Attorney Salary
Resolution # A-3-2023**

The following resolution offered by Trustee Kraszewski sec. Trustee Eggleston. Ayes all.

RESOLVED, that in addition to the salary hereinafter provided, the Village Attorney will receive an additional Seventy Dollars (\$70.00) per diem for his representation of the Village of Dolgeville or any village official in any action or proceeding commenced by or against the village or its officials in any court of record or before any administrative body.

AYES: Trustees Eggleston, Kraszewski, Mayor Mary E. Puznowski

ABSENT: Trustees Jaquay, Madore

NAYS: None

ADOPTED – April 3, 2023

**Payments
Resolution # A-4-2023**

The following resolution offered by Trustee Kraszewski sec. Trustee Eggleston. Ayes all.

RESOLVED, that the Village Treasurer and Village Clerk be authorized to make payment, in advance of audit, on claims for public utility services, debt payment, and freight and express charges.

AYES: Trustees Eggleston, Kraszewski, Mayor Mary E. Puznowski
ABSENT: Trustees Jaquay, Madore
NAYS: None
ADOPTED – April 3, 2023

**Mileage Compensation
Resolution # A-5-2023**

The following resolution offered by Trustee Kraszewski sec. Trustee Eggleston. Ayes all.

RESOLVED, that the mileage compensation be paid at the *federal rate at the time* per mile for personal vehicles when used for authorized Village business and directed by Department Head or Village Board.

AYES: Trustees Eggleston, Kraszewski, Mayor Mary E. Puznowski
ABSENT: Trustees Jaquay, Madore
NAYS: None
ADOPTED – April 3, 2023

**Rules of Procedure
Resolution # A-6-2023**

The following resolution offered by Trustee Kraszewski sec. Trustee Eggleston. Ayes all.

RESOLVED that the following rules of procedure be and hereby adopted by the Dolgeville Village Board.

1. Regular meeting of this Board be held on the third Monday of each month at Municipal Hall commencing at 6:00 p.m.

If Monday is a holiday meeting will be on Tuesday.

2. Special Meeting will be called by the Mayor. Notice provided to Trustees by telephone, email or in person. Notice of special meetings provided to the news media 72 hours in advance and posted on the bulletin board of municipal hall.
3. A quorum shall be required to conduct business. A quorum of the five (5) members Board of Trustees and/or Mayor shall be three (3).
4. Executive session held in accordance with the N.Y.S. Public Officers Law 105. All executive sessions shall be commenced in a Public meeting.
5. Agenda shall be prepared by the Clerk or her substitute at the direction of the Mayor. **All items for the agenda provided to the Clerk by the close of business on the Wednesday before the regular meeting.** No items will be placed on the agenda after this day. Any person or persons wishing to address the Board on any matter longer than

three minutes must request placement on the agenda and give a subject matter. Agendas posted on the Municipal Hall bulletin board on the Friday before the meetings. Agenda will be available on the internet @ villageofdolgeville.org and Facebook @ Village of Dolgeville.

6. Minutes of all meetings taken by the Clerk. Minutes in draft form will be available within (14) days of the meeting (NYCOM). Minutes approved at the next regular meeting.

7. The order of Business shall be as follows:

Call to order, Pledge of Allegiance

Resignations

Appointments

Approval of minutes for previous meetings

Budgetary Transfers

Audit of bills

Public Comment

Report of Department Heads or Commissioners

Old Business

New Business

Communications

Attorney

Future Meetings

Adjournment

8. The Public shall be allowed to speak only during the Public Comment period of the meeting. Each speaker must stand and give their name. Remarks will be addressed to the entire board and not to any member thereof. The speaker will be limited to three minutes. The public comment time will be limited to 30 minutes.

All speakers shall observe the commonly accepted rules of courtesy, decorum, dignity and good taste. Any interested parties or their representatives may address the board by written communications.

9. Adjournments shall be by motion.
10. The foregoing procedures may be amended from time to time by a majority vote of the Board.

AYES: Trustees Eggleston, Kraszewski, Mayor Mary E. Puznowski
ABSENT: Trustees Jaquay, Madore
NAYS: None
ADOPTED – April 3, 2023

**Salaries Mayor/Trustees
Resolution # A-7-2023**

The following resolution offered by Trustee Kraszewski sec. Trustee Eggleston. Ayes all.

RESOLVED, that the salary of members of this Board for this year shall read **Three Thousand Dollars (\$ 3,000.00) annually for each Trustee and Three Thousand Five Hundred Dollars (\$ 3,500.00) annually for the Deputy Mayor and Six Thousand Dollars (\$ 6,000.00) annually for the Mayor for a total of Eighteen Thousand Five Hundred Dollars (\$ 18,500.00); General Fund share, Fifteen Thousand Seven Hundred Forty Dollars (\$ 15,740.00); Water Fund Share, One Thousand Three Hundred Eighty Dollars (\$ 1,380.00); Sewer Fund share, One Thousand Three Hundred Eighty Dollars (\$ 1,380.00).** The Local Law governing these salaries is **Local Law No. 2 of 2022.**

AYES: Trustees Eggleston, Kraszewski, Mayor Mary E. Puznowski
ABSENT: Trustees Jaquay, Madore
NAYS: None
ADOPTED – April 3, 2023

**Official Newspaper
Resolution # A-8-2023**

The following resolution offered by Trustee Kraszewski sec. Trustee Eggleston. Ayes all.

RESOLVED, that the Times Telegram be and at the same time is hereby designated as the official newspaper of the Village of Dolgeville in which all official notices, reports and other official matters required to be published as provided by law.

AYES: Trustees Eggleston, Kraszewski, Mayor Mary E. Puznowski
ABSENT: Trustees Jaquay, Madore
NAYS: None
ADOPTED – April 3, 2023

**Official Bank
Resolution # A-9-2023**

The following resolution offered by Trustee Kraszewski sec. Trustee Eggleston. Ayes all.

RESOLVED, that Community Bank, Canajoharie branch be and is hereby designated as the official depository of all village funds by the Village Treasurer.

AYES: Trustees Eggleston, Kraszewski, Mayor Mary E. Puznowski

ABSENT: Trustees Jaquay, Madore

NAYS: None

ADOPTED – April 3, 2023

Adjourn

By Trustee Kraszewski

Motion to adjourn the Annual Meeting of the Dolgeville Village Board of Trustees at 5:07 p.m. Sec. Trustee Eggleston. Ayes all.

_____ Village Clerk

_____ Mayor

