

REGULAR MEETING
DOLGEVILLE VILLAGE BOARD OF TRUSTEES
MAY 16, 2022

PRESENT:

MAYOR: Mary E. Puznowski
TRUSTEES: Joshua Galletta
Amanda Jaquay
Amber Kraszewski
William Reynolds

ATTORNEY: Mark R. Rose

RECORDING SECRETARY:

Tammy L. Chmielewski

ATTENDED: Amy Mowers, Philip Green, David Jaquay, Robert Thomas.

Mayor Mary E. Puznowski at Village Hall called this Regular Meeting of the Dolgeville Village Board of Trustees to order at 6:00 p.m. The Pledge of Allegiance recited.

Resignation – Police Dept.
Resolution # 56-2022

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

Motion to accept the resignation of Part Time Patrolman Liam Rockwell effective May 11, 2022. Sec. Trustee Galletta. Ayes all.

AYES: Trustees Galletta, Jaquay, Kraszewski, Madore

NAYS: None

ADOPTED – May 18, 2022

Resignation – Police Dept.
Resolution # 57-2022

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

Motion to accept the resignation of Part Time Patrolman Jake T. Champain effective May 12, 2022. Sec. Trustee Kraszewski. Ayes all.

AYES: Trustees Galletta, Jaquay, Kraszewski, Madore

NAYS: None

ADOPTED – May 18, 2022

Approval of
Meeting Minutes

By Trustee Madore

Motion to approve and place on file the meeting minutes of April 4 & 18, 2022. Sec. Trustee Galletta. Ayes all.

**Budgetary Transfers
Resolution # 58-2022**

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

FROM: GO8130.404 Equipment Repair	\$ 6,763.00
TO: GO8130.400 Electric	\$ 1,100.00
GO8130.409 Chlorine	\$ 4,351.00
GO8130.100 Salaries	\$ 102.00
GO8130.420 Gas	\$ 1,210.00

AYES: Trustees Galletta, Jaquay, Kraszewski, Madore

NAYS: None

ADOPTED – May 18, 2022

**Abstract of
Audited Vouchers
Resolution # 59-2022**

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

RESOLVED, that the Clerk be and hereby authorized to sign the Abstract of Audited Vouchers from the following funds for the amount specified:

GENERAL	\$ 39,874.48
SEWER FUND	\$ 20,153.67
WATER FUND	\$ 5,170.44
TRUST & AGENCY FUND	\$ 1,031.17

AYES: Trustees Galletta, Jaquay, Kraszewski, Madore

NAYS: None

ADOPTED – May 18, 2022

**Interagency Agreement
For Court Security
Between Village of Dolgeville
And the Town of Manheim
Resolution # 60-2022**

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

Motion to enter an Interagency Agreement for Court Security between the Town of Manheim and the Village of Dolgeville. The Town of Manheim will pay the Village of Dolgeville all the expenses for the services of the Dolgeville Police Department providing an officer to be present on the 3rd Monday of the month @ 5:00 p.m. and the 3rd Thursday on the month @ 4:00 p.m.

This agreement shall be binding upon both parties when fully signed and executed and upon approval of the Town of Manheim Board and the Village Board of Trustees.

AYES: Trustees Galletta, Jaquay, Kraszewski, Reynolds

NAYS: None

ADOPTED – May 18, 2022

Village Engineer

Village Engineer Chet Szymanski came before the Board on the following:

***Village of Dolgeville
Cold Brook Reservoir
Spillway Repair Project
SEQR Type II Action
Resolution # 61-2022***

The following resolution offered by Trustee Jaquay sec. Trustee Madore. Ayes all.

The Village of Dolgeville Board of Trustees has determined the project will have small, if any, impact to the environment and was declared to be a Type II project as it is a repair involving no substantial changes in an existing structure. Sec. Trustee Madore. Ayes all.

AYES: Trustees Galletta, Jaquay, Kraszewski, Madore

NAYS: None

ADOPTED – May 16, 2022

***Congressionally Directed
Funding Applications***

Awaiting responses to our applications to Senator Schumer's Office and Representative Stefanik's Office for funding the replacement of Fink Creek and offsetting the costs for the Main Street Sanitary Sewer Project.

***NYSDOH Disinfection
Byproducts***

(on hold)

***Beaver Brook and
Thresher Brook Floodplain,
FEMA***

(no change)

***Halloween Flood Event
(404 Mitigation Program)
DR4472***

This project is currently in Environmental and Historic Preservation (EHP) review at FEMA.

***Halloween Flood Event
(404 Mitigation Program)
DR4480***

Assisting GHD with information necessary to submit the revised application for North Main Street under the DR4480 program.

***EPA Lead and Copper
Rule Changes***

Attended a NYSDOH seminar regarding the new Lead and Copper Rule on 5/11/2022.

The Village will need to provide an inventory to all service lines to the local DOH by October 16, 2024. DOH will have a specific format for the data that they need – the spreadsheet is currently in review at DOH prior to being released for our use.

A lead service line project survey is open right now and due in August 2022 - NYSDOH survey to then gain funding from the Federal Government. I am researching this potential grant opportunity.

***Halloween Flood Event
(FEMA)***

The most recent updates from FEMA are below:

PN130882 - Emergency Protective Measures – Obligated

PN130884 - Fink Storm Water Drainage System – Pending for the response to the second request for information questions submitted via email on 3.23.2022 to be received for the project to be sent to the CRC.

PN130885 - North Main Street Sewer, Water Distribution and Storm Drainage Reconstruction – Pending EHP Review

PN130886 - North Main Street Roadway Reconstruction – Pending Final FEMA Review

PN130887 - North Main Street Levee – Pending for either the documents that have been discussed previously (proof of ownership, maintenance records, scope of work and cost estimate) to send the project to the CRC or the withdrawal request to be submitted.

PN130890 - East Canada Creek Sediment – Pending for either the documents that have been discussed previously (proof of ownership, maintenance records, scope of work and cost estimate) to send the project to the CRC or the withdrawal request to be submitted.

PN130890 - Village Wide Debris Removal – Obligated

PN153162 - Management Costs – Pending for the obligation or withdrawal of all the projects to be sent to the CRC.

Currently working with GHD and B&L to respond to further requests for information.

The DDD for Fink Creek is being re-worked by FEMA and will be returned to the Village for comment.

I submitted project extension requests for each open project to extend their end dates into 2023.

NYS Parks Grant

The next steps for this project require the Village to approve the Change Order presented by Saratoga Associates.

***Army Corps of Engineers,
East Canada Creek***

(no change)

Continuing to provide the ACOE team with GIS parcel information, mapping, previous hydraulic studies, and other varied information related to the existing conditions within and along the Creek for their use.

***Sanitary Sewer Collection
System Investigation,
Phase II (EPG #105559)***

The MWBE waiver for the project was approved this month and field work is currently being scheduled.

***2nd Street Drainage
Improvements***

(on hold)

Assisting with the planning/scoping/design for improvements (extension) of the open channel storm water drainage at the northeast end of 2nd Street.

This has not yet been submitted to NYSDEC for comment.

***Van Buren Street Ice Jam
/ Flooding***

Met with NYSDEC at the site on May 9, 2022 to discuss our options for protection of Van Buren Street along the eroded area.

We will not be able to use material from the creek to armor the bank (with the exception of a small amount of large stone at the mouth of Beaver Brook).

There are two projects which should result from this meeting: one project to armor and protect the bank along Van Buren Street and a second project to address sediment deposition in the creek.

The Village will reach out to DEC to see if there is any planning money available through the new infrastructure programs.

The Village should begin a discussion of projects stemming from the original Milone and MacBroom reports which will lessen or solve the sediment deposition issues through the length of the creek.

It's also important to note that the armoring of the bank along Van Buren Street will not protect or prevent ice jamming and flooding problems in the area. A long term solution is needed as noted above.

***WWTP Concrete
Deterioration Repairs***

(on hold)

***WTP Spillway Failure
Repairs***

A portion of the spillway at the Cold Brook Reservoir (main reservoir) has collapsed into the reservoir.

The permitting for this project has been my primary goal over the past month as we need to coordinate the permitting timeline along with the reservoir cleaning timeframe.

I have nearly completed the NYSDEC / ACOE Joint Permit Application for the project.

The SEQR process needs to be addressed at this Board Meeting.

***Caufield Subdivision
/Utilities***

Continuing to respond to questions regarding design at the proposed subdivision.

***Village Water Tower
/Annexation***

I am currently working on developing a new map showing the revised Village corporate boundary that will be used by the IDA and their engineers as we move forward on this project.

Northern Borders grant moving forward for the water tower.

ARPA Funding

I encourage the Village to review the reporting requirements for the ARPA funds received if these have not yet been reviewed or addressed.

Chet will send the template to Village Treasurer to request ARPA money.

The NYCOM website has a number of resources and templates which will be useful in meeting these requirements.

***Future Projects
(Not Noted Above)***

DEC Mohawk River Watershed Grants – Round 5 (On hold pending 404 Program @ North Main Street)

DPW Project List

Repair / replacement of 4 major creek culverts throughout Village

Vehicle acquisition / replacement

Co-funding sources for Main Street Paving / ADA Compliance Project

DPW Garage Construction Grants

Greenway Extension Grants (Main Street to Gehring Tricot)

**WTP / Water Distribution
System Project List**

Siding Repairs at Rear of WTP

Grant Funded Study / Hydraulic Model in 2022/2023

Water Operator's License

Water Transmission Main Mapping / Grants

GIGP Water Meter Resubmittal (w/ B&L)

**WWTP / Collection
System Project List**

Phosphorous Removal Limits Changing, 1.0 (EPG)

Incorporate 2019 Video/Condition Assessment Into GIS / HOCCPP System

Main Street Sanitary Sewer Project / Financing, EFC

ARPA Project List

Manhole Inspections (B&L); \$20,000

Primary Tank Concrete Repairs

WTP Disinfection Byproducts

WTP SCADA System Replacement

***Village Engineer
Monthly Report***

By Trustee Jaquay

Motion to approve and place on file the May 2022 Village Engineer report as submitted. Sec. Trustee Kraszewski. Ayes all.

***Saratoga Associates
Addendum # 3 to
Contract
Resolution # 62-2022***

The following resolution offered by Trustee Jaquay sec. Trustee Madore. Ayes all.

Motion authorizing Mayor Mary E. Puznowski sign Addendum # 3 to Contract between the Village of Dolgeville and Saratoga Associates as presented in the amount of \$ 26,290.00 (total increase to the original dated agreement November 20, 2019 and two subsequent addendums). Increase is eligible for Project Grant Reimbursement. Sec. Trustee Madore. Ayes all.

AYES: Trustees Galletta, Jaquay, Kraszewski, Madore

NAYS: None

ADOPTED – May 16, 2022

Department Heads

Code Enforcement

Code Enforcement Officer Philip Green came before the Board on the following:

Tree Removal

Howard Street – tree removal. Who takes care of trees between sidewalk/curb? Homeowner is responsible if they create a hazard (dangerous trees – local law). National Grid has a tree removal program for those who qualify.

Property Maintenance

Codes will look at property maintenance issues @ various properties and write tickets accordingly.

Report Summary

Permits Approved – 4
Field Inspections – 7
Complaints Received/Acted On – 4

Code Enforcement Monthly Report

By Trustee Kraszewski

Motion to approve and place on file the 4/18/22-5/16/22 Code Enforcement report as submitted. Sec. Trustee Jaquay. Ayes all.

WWTF

WWTF Chief Operator Amy Mowers came before the Board on the following:

Average Flows

Due to rain events and I/I in the collection system, the March average flow (1.1mgd) was over 1.0 mgd that is permitted.

WWTF Monthly Report

By Trustee Kraszewski

Motion to approve and place on file the 4/14/22-5/12/22 WWTF report as submitted. Sec. Trustee Jaquay. Ayes all.

Police Department

Chief of Police Robert Thomas came before the Board on the following:

Officers List

Board presented a current police officers list.

SRO/DCS Contract

Contract Exception – pg. 3 (B)
Appendix A – Salary – N/C
Appendix C – Crossing Guards – rules incorporated into contract.

SRO/DCS Contract Resolution # 63-2022

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

Motion authorizing Mayor Mary E. Puznowski sign the SRO/DCS Contract as presented. Sec. Trustee Kraszewski. Ayes all.

AYES: Trustees Galletta, Jaquay, Kraszewski, Madore
NAYS: None
ADOPTED – May 16, 2022

***Executive Session
Personnel***

By Trustee Jaquay

Motion to enter executive session @ 6:54 p.m. to discuss Personnel, request Chief Thomas to attend. Sec. Trustee Kraszewski. Ayes all.

By Trustee Jaquay

Motion to adjourn executive session @ 6:59 p.m. and reconvene regular meeting. Ayes all.

***Change of Status
Resolution # 64-2022***

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

Motion to appoint Kyle Lesniak to Full Time Patrolman effective May 16, 2022. Sec. Trustee Kraszewski, Ayes all.

AYES: Trustees Galletta, Jaquay, Kraszewski, Madore
NAYS: None
ADOPTED – May 16, 2022

Police Monthly Report

By Trustee Jaquay

Motion to approve and place on file the May 2022 Police report as submitted. Sec. Trustee Kraszewski. Ayes all.

D.P.W.

D.P.W. Superintendent David Jaquay came before the Board on the following:

Insurance Claim

Village Clerk to call insurance company regarding status of roof and Christmas decorations claim.

CDL License/Test

Two employees need to verify CDL permit status and take road test. The new requirement could allow for taking a class for a CDL. The current cost in between \$ 4-5,000 per class. Village Attorney/David Jaquay will look into village options and present at the next regular meeting.

Scrap Metal Program

David is requesting the Village start a scrap metal collection center, site will be at the D.P.W. garage - Board approved.

Watering Cart

Board approved watering cart purchase. Funds were received to offset the cost from Dolgeville Forward (\$ 700.00).

Green Waste

Green waste site (Hilltop) is running out of room. David is requesting a tub grinder (purchase/rent). David will look into

options including selling mulch, allowing other municipalities to dispose on site.

Waste Oil Furnace

David is requesting permission to replace the current furnace with a waste oil furnace. We can't get rid of our current waste oil.

Water/Sewer Risers

David will contact a water/sewer riser fabricator to address current issues.

Garage Lift

David is looking into a new/replacement lift for the garage.

Vacation Time Buyout

David is requesting balance of vacation to be paid out. Board approved.

***Executive Session
Personnel***

By Trustee Jaquay

Motion to enter executive session @ 7:32 p.m. to discuss personnel, request David Jaquay attend. Sec. Trustee Kraszewski. Ayes all.

By Trustee Jaquay

Motion to adjourn executive session @ 7:50 p.m. and reconvene regular meeting. Sec. trustee Kraszewski. Ayes all.

D.P.W. Monthly Report

By Trustee Kraszewski

Motion to approve and place on file the May 2022 D.P.W. report as submitted. Sec. Trustee Madore. Ayes all.

Water Plant

AWQR Report – 2021

The 2021 AWQR report is available online.

Water Monthly Report

By Trustee Galletta

Motion to approve and place on file the May 2022 Water report as submitted. Sec. Trustee Kraszewski. Ayes all.

Treasurer

***End of Year Vouchers
Resolution # 65-2022***

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

Motion authorizing Village Treasurer pay the end of year vouchers as presented. Deadline for payment is May 25, 2022. Sec. Trustee Jaquay. Ayes all.

AYES: Trustees Galletta, Jaquay, Kraszewski, Madore

NAYS: None

ADOPTED – May 16, 2022

***Water/Sewer Billing
Quote***

Village received a quote for municipal water/sewer billing software. Village Clerk will pursue two more quotes and let the Board make a decision before the end of the year.

Old Business

***Dolgeville-Manheim
Public Library Update***

The Village Board will work with the library to apply for a grant in the next round of funding for upgrades/repairs to the old library.

New Business

***Check Reconciliation
Resolution # 66-2022***

By Trustee Jaquay

Motion to place on file the check reconciliations as presented.
Sec. Trustee Kraszewski. Ayes all.

Unemployment Acct. 3100	*953	1/1/22-3/31/22
Sewer Savings 3092	*792	3/1/22-5/1/22
Helterline Park 3084	*784	1/1/22-3/31/22
Sewer Waste Hauling 3076	*405	1/1/22-5/1/22
General Savings 3035	*482	3/1/22-5/1/22
Water Fund 3050	*490	3/1/22-5/1/22
Spohn's Disposal 3043	*187	1/1/22-3/31/22
Trust & Agency 8225	*807	3/1/22-5/1/22
D.P.W. Motorized Equip. 3068	*788	1/1/22-3/31/22
General Fund 8233	*315	3/1/22-5/1/22
Water & Sewer 8349	*320	3/1/22-5/1/22
E.D.R.L.F. 8330	*448	3/1/22-5/1/22
Police Vehicle 3118	*500	1/1/22-3/31/22
NYS Affordable Housing 8322	*598	3/1/22-5/1/22
Water Capital Reserve 3027	*844	1/1/22-3/31/22

AYES: Trustees Galletta, Jaquay, Kraszewski, Madore

NAYS: None

ADOPTED – May 18, 2022

***Payroll Certification
Resolution # 67-2022***

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

WHEREAS, Michele Weakley hereby submits for certification the following payroll period of 3/19/22-4/1/22 in the amount of \$ 28,306.11 be approved for payment from the appropriation authorized by the Village of Dolgeville Board of Trustees.

AYES: Trustees Galletta, Jaquay, Kraszewski, Madore

NAYS: None

ADOPTED – May 18, 2022

***Payroll Certification
Resolution # 68-2022***

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

WHEREAS, Michele Weakley hereby submits for certification the following payroll period of 4/2/22-4/15/22 in the amount of \$ 34,061.95 be approved for payment from the appropriation authorized by the Village of Dolgeville Board of Trustees.

AYES: Trustees Galletta, Jaquay, Kraszewski, Madore

NAYS: None

ADOPTED – May 18, 2022

***Payroll Certification
Resolution # 69-2022***

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

WHEREAS, Michele Weakley hereby submits for certification the following payroll period of 4/16/22-4/29/22 in the amount of \$ 29,186.40 be approved for payment from the appropriation authorized by the Village of Dolgeville Board of Trustees.

AYES: Trustees Galletta, Jaquay, Kraszewski, Madore

NAYS: None

ADOPTED – May 18, 2022

***Farmers' Market
Resolution # 70-2022***

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

Motion granted to Dolgeville Forward for the use of Plowe Park for the 2022 Farmers' Market, including the use of electric, as needed and possibly the use of the bandstand on Saturdays beginning June 4th – October 15, 2022, from 8:30 a.m. – 1:30 p.m.

AYES: Trustees Galletta, Jaquay, Kraszewski, Madore

NAYS: None

ADOPTED – May 18, 2022

Farmers' Market rules submitted and Commercial Fire & Liability Policy.

***Use of Village Premises
Resolution # 71-2022***

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

Motion granted to John Hoffman for the use of Plowe Park on Sunday, May 22, 2022, from 3:00 – 4:30 p.m. – worship in song. Sec. Trustee Madore. Ayes all.

AYES: Trustees Galletta, Jaquay, Kraszewski, Madore
NAYS: None
ADOPTED – May 18, 2022

***Update COVID-19
Guidelines
Resolution # 72-2022***

The following resolution offered by Trustee Jaquay sec. Trustee Madore. Ayes all.

Motion to update the current COVID-19 guidelines and follow CDC guidelines. Sec. Trustee Madore. Ayes all.

AYES: Trustees Galletta, Jaquay, Kraszewski, Madore
NAYS: None
ADOPTED – May 18, 2022

***Memorial Day Parade
Resolution # 73-2022***

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

Motion granting permission to Louis Dunderdale to hold the Annual Memorial Day Parade/Ceremony on May 30, 2022. The parade will step off at 9:30 a.m. and conclude with a ceremony in Plowe Park. Sec. Trustee Kraszewski. Ayes all.

AYES: Trustees Galletta, Jaquay, Kraszewski, Madore
NAYS: None
ADOPTED – May 18, 2022

***Department Head
Meeting Attendance***

Discussion regarding department heads attending monthly meetings. Village Engineer generally covers all departments and other items. Department heads must submit reports one week before regular meeting. Department heads should attend at least quarterly and as requested by the Board.

Water/Sewer Reduction

Temporary water/sewer reduction – 102 North Helmer Avenue.

***Tax Warrant – 2022-2023
Resolution # 74-2022***

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

TAX WARRANT – 2022 - 2023

TAMMY L. CHMIELEWSKI, TAX COLLECTOR
OF THE VILLAGE OF DOLGEVILLE

You are hereby commanded to receive and collect from the several persons named in the assessment roll. Hereunto annexed, the several sums named in the last column thereof opposite their respective names, for the following purposes:

For the General Fund	<u>\$ 1,026,269.00</u>
For the 21-22 Unpaid Water/Sewer Rents	<u>\$ 23,702.75</u>
Being for the Purposes a Total Amount of	<u>\$ 1,049,971.75</u>

Upon receipt of the roll and warrant by you, and on or before the first of June, you shall cause to be published in the official paper of the Village once a week for two consecutive weeks, a notice that such Tax roll and warrant have been left with you for the collection of taxes therein levied, and shall designate one or more convenient places in the Village where you will receive taxes from June first and including **July 1st** from eight thirty o'clock in the morning until four thirty o'clock in the afternoon, Monday - Thursday and Fridays from 8:30 a.m. – 12:00 noon except Saturdays, Sundays, and Holidays.

For said period of time you will receive all taxes paid to you without additional charge.

On all such taxes remaining unpaid after **July 1st** interest of five per centum shall be added for the month of July and an additional one per centum for each month and fraction thereof thereafter until November 1st.

After the **1st** day of July, you shall proceed to collect the remaining unpaid with interest as herein provided, but without any other fee or charge, and for that purpose you are possessed of all powers of a Town tax collector.

All interest collected shall belong to the Village.

You are to make a return of this warrant on or before the 2nd day of November after the delivery thereof to you, showing the total amount of taxes paid and each tax unpaid with the receipt of the Village Collector for all taxes paid to her, and shall file the roll and warrant in the office of the Village Clerk.

And for doing this shall be your sufficient warrant.

IN WITNESS WHEREOF, the Board of Trustees of said Village of Dolgeville has caused these present to be signed by its Mayor and the Village Clerk of the said Village the seal of the village is hereunto affixed.

AYES: Trustees Galletta, Jaquay, Kraszewski, Madore

NAYS: None

ADOPTED – May 18, 2022

Communication

***Beaver Brook Site # 1
Dam***

NYSDEC letter dated April 26, 2022. Beaver Brook Site # 1 Dam – Condition Rating: “No Deficiencies Noted”

Attorney

Village Attorney Mark Rose came before the Board on the following:

***Salary Increase
D.P.W. Superintendent
Resolution # 75-2022***

The following resolution offered by Trustee Jaquay sec. Trustee Madore. Ayes all.

Motion approving an annual salary increase from \$ 45,000 to \$ 50,000, for D.P.W. Superintendent David Jaquay effective June 1, 2022. Sec. Trustee Madore. Ayes all.

AYES: Trustees Galletta, Jaquay, Kraszewski, Madore

NAYS: None

ADOPTED – May 18, 2022

Future Meetings

Regular Meeting – June 21st @ 6:00 p.m. – Village Hall.

Adjournment

By Trustee Jaquay

Motion to adjourn regular meeting at 8:10 p.m. Sec. Trustee Kraszewski. Ayes all.

_____ Mayor

_____ Village Clerk