

REGULAR MEETING
DOLGEVILLE VILLAGE BOARD OF TRUSTEES
AUGUST 15, 2022

PRESENT:

MAYOR: Mary E. Puznowski
TRUSTEES: Joshua Galletta
Amanda Jaquay-7:27 p.m.
Amber Kraszewski
Laura Madore

ATTORNEY: Mark R. Rose-6:05 p.m.

RECORDING SECRETARY:

Tammy L. Chmielewski

ATTENDED: David Jaquay, Sara Jaquay, Jason Ballard, Chet Szymanski, Marilyn Williams, and Frederick Caulfield.

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

Resolution # 105-2022

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

Motion to accept the resignation of Full-Time Patrolman Ryan Chow effective 7/22/22. Sec. Trustee Galletta. Ayes all.

AYES: Trustees Galletta, Kraszewski, Madore

NAYS: None

ADOPTED – August 15, 2022

Approval of

Meeting Minutes

By Trustee Kraszewski

Motion to approve and place on file the meeting minutes of July 18th & 26, 2022. Sec. Trustee Madore. Ayes all.

Abstract of

Audited Vouchers

Resolution # 106-2022

The following resolution offered by Trustee Kraszewski sec. Trustee Madore. 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	\$ 73,292.64
SEWER FUND	\$ 53,572.38
WATER FUND	\$ 5,943.31
TRUST & AGENCY FUND	\$ 797.53

AYES: Trustees Galletta, Kraszewski, Madore

NAYS: None

ADOPTED – August 15, 2022

Village Engineer

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

***B & L Proposal for
Engineering Report –
LSL Grant
(Lead Service Line)***

Report will include first steps assistance in preparation of engineering report, compilation of lead lines including pot hole testing along the line, and listing to EFC Intended Use Plan.

***B & L Proposal for
Engineering Report –
LSL Grant
(Lead Service Line)
Resolution # 107-2022***

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

Motion authorizing Mayor Mary E. Puznowski sign an agreement with Barton & Loguidice to assist with the preparation of an engineering report for the LSL Grant up to an amount of \$ 3,000.00. Sec. Trustee Kraszewski. Ayes all.

AYES: Trustees Galletta, Kraszewski, Madore

NAYS: None

ADOPTED – August 15, 2022

***WWTP Concrete
Deterioration Repairs
Project
Resolution # 108-2022***

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

Motion to put WWTP concrete deterioration repair project out to bid. Sec. Trustee Galletta. Ayes all.

AYES: Trustees Galletta, Kraszewski, Madore

NAYS: None

ADOPTED – August 15, 2022

***GIGP Water Meter
Grant Resubmittal
B & L
Resolution # 109-2022***

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

Motion authorizing Barton & Loguidice to resubmit GIGP Water Meter Grant (due to previous grant denied) at no cost to the Village of Dolgeville. Sec. Trustee Madore. Ayes all.

AYES: Trustees Galletta, Kraszewski, Madore
NAYS: None
ADOPTED – August 15, 2022

***Emergency Sewer Lining
Bid***

The Village received three quotes for the emergency sewer lining of the sewer main into the Waste Water treatment plant.

National Water Main Cleaning	\$ 86,050.00
Kenyon Pipeline Inspection, LLC	\$ 60,400.00
Arold Construction Company, Inc.	\$ 64,250.00

***Emergency Sewer Lining
Bid Award - KPI
Resolution # 110-2022***

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

Motion to award contract for Emergency Sewer Lining to Kenyon Pipeline Inspection, LLC in the amount of \$ 60,400.00 as submitted. Sec. Trustee Madore. Ayes all.

AYES: Trustees Galletta, Kraszewski, Madore
NAYS: None
ADOPTED – August 15, 2022

Village will use ARPA money for this project.

***Main Street Sewer
Improvements –
Fink Creek Corridor
Additional Survey Work
Resolution # 110A-2022***

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

Motion to approve proposal from Barton & Loguidice for additional survey services for the Fink Creek Corridor in the amount of \$ 17,500.00. Sec. Trustee Kraszewski. Ayes all.

AYES: Trustees Galletta, Kraszewski, Madore
NAYS: None
ADOPTED – August 15, 2022

Village Engineer Report

Current Open Projects

Water and Wastewater System Preliminary Engineering Reports

- The generation of these reports could be funded through ARPA. Will move these to the end of this report, placing them on hold until we get through some other ARPA projects and re-evaluate our available funds.

Beaver Brook Floodplain Study / LOMR

- A meeting with the FEMA team has been scheduled for September 1, 2022 at 11:00 AM.

Main Street Sewer Replacement Project

- Survey is continuing for the new work areas throughout the Village.
- We are holding on the submission of a WIIA grant for this project until next year so that we can evaluate the awards from the multiple potential sources that we have outstanding at the moment.
- A discussion of a short term bond for the design of this project is needed.

Wastewater Collection System, General

- **Three quotes for the emergency sewer lining work immediately upstream of the WWTP have been provide by Amy for action at this meeting.**

Congressionally Directed Funding Applications (no change)

- Awaiting news regarding the award of these projects.

Halloween Flood Event (404 Mitigation Program) DR4472 (no change)

- This project remains in Environmental and Historic Preservation (EHP) review at FEMA.

Halloween Flood Event (404 Mitigation Program) DR4480 (no change)

- Awaiting a response from DHSES / FEMA regarding this award.

East Canada Creek Sediment / Hydraulics

- I am working to set up a meeting with a consultant to review funding opportunities for the North Main Street area and dam removal further downstream. Anticipated in September.

EPA Lead and Copper Rule Changes

- A lead service line (LSL) inventory form template was received by the Village on June 15, 2022.
- The Village will need to provide an inventory to all service lines to the local DOH by October 16, 2024.
- The Federal Government is providing grant money to the State to assist with completing this inventory along with the next step of replacing public and private lead service lines found through the inventory. **A proposal from B&L may be on the agenda for this meeting to assist with the preparation of the Engineering Report needed for the LSL Grant.**

Halloween Flood Event (FEMA)

- The most recent updates from FEMA are below:
 - o PN130882 - Emergency Protective Measures – This project has been completed.
 - o PN130884 - Fink Storm Water Drainage System – I will be signing the Disaster Dimensions and Description later today, 8/10/2022. This project is close to being obligated.
 - o PN130885 - North Main Street Sewer, Water Distribution and Storm Drainage Reconstruction – I provide a response to FEMA's questions regarding historic properties along the path of the proposed storm sewer on 8/10/2022. This project is close to being obligated.
 - o PN130886 - North Main Street Roadway Reconstruction – This project has been obligated.
 - o PN130890 - Village Wide Debris Removal – This project has been completed.
 - o PN153162 - Management Costs – Pending for the obligation or withdrawal of all the projects to be sent to the CRC.

- DHSES is requesting that the Village to prepare the back-up paperwork required for PN153162 - Management Costs. I sent an e-mail with the documentation needs to the Village on 6/15/2022.

NYS Parks Grant

- Amy and I collected sewer and water-related survey data for the project team earlier this month.
- A CFA for Phase II of the project has been submitted by Saratoga Associates.
- This project will be included with the NY Forward grant application.

NY Forward Grant

- The Village will be applying for the first round of the NY Forward program which may fund between \$2.25 and \$4.5 million in projects throughout the Village.
- A Letter of Intent (LOI) to apply for the program was submitted to the REDC on 8/10/2022.
- We will continue to work with Saratoga Associates as they assist in preparation of the final application due on September 23, 2022.

Sanitary Sewer Collection System Investigation, Phase II (EPG #105559) (no change)

- Field work is continuing for this project.

Van Buren Street Ice Jam / Flooding (on hold)

- We will have a 90-day waiting period (minimum) for the ACOE permit for this work.

WWTP Concrete Deterioration Repairs

- Worked with Amy at the WWTP to review concrete repair needs at the facility. We will be splitting the repairs into to categories: repairs that need to be bid (ARPA) and repairs that staff can complete.
- Provided Amy with material selections and guidance on how to make necessary concrete repairs at the facility.
- Drawings and specifications for the repairs to be bid will be ready later this month. **I'd like for the Board to approve placing this project out to bid so that we may publicly bid the project before the next meeting.**

WTP Spillway Failure Repairs (no change)

- I completed and submitted the NYSDEC / ACOE Joint Permit Application for this project on May 19, 2022.
- We do not expect to hear back from ACOE for at least 90 days from this date, although we have received a permit from NYSDEC to perform the work.
- Cleaning of the reservoir was completed on July 6, 2022. Originally, we intended to wait to clean the reservoir until the permits were received for this construction work, but the ACOE timeline did not work with the Village's timeline needed to clean the reservoir.

Village Water Tower

- Provided record drawing information to the IDA's consultants throughout the past month.

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)
- Beaver Brook and Thresher Brook Floodplain, FEMA (*no change*)
- Army Corps of Engineers, East Canada Creek (*no change*)

- 2nd Street Drainage Improvements (*on hold*)
- DEC Mohawk River Watershed Grants – Round 5 (On hold pending 404 Program @ North Main Street)

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)**
- NYSDOH Disinfection Byproducts (*on hold*)

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

Future ARPA Project List

- Primary Tank Concrete Repairs
- WTP Disinfection Byproducts
- WTP and WWTP Preliminary Engineering Reports
- Collection System Repairs

***Village Engineer
Monthly Report***

By Trustee Kraszewski

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

***Barton & Loguidice
Jason Ballard-Updates***

Main Street sewer survey should be completed next week.

Main Street Sewer Improvements – Fink Creek Corridor additional survey work including Helmer, Baker and Elm – Board approved (Resolution #110A-2022) and B&L will provide design proposal. Project has two potential grants – Congressional STAG and FEMA. We are waiting to see if these grants come through in full before proceeding with additional money for next year and possible WIIA funding. Also, replacing the culvert under Beaver Brook.

Next meeting will include environmental review and proposal for additional design.

KPI is working with B&L on TV inspection of sewer and manholes.

**NYSDOT Bridge
Reconstruction/
Realignment 2025**

NYSDOT meeting regarding reconstruction/realignment of bridge in 2025. Quarterly meetings will be held regarding the bridge and all main street projects. Future plans will include re-routing of traffic once project begins.

***Frederick Caulfield
33 East Timmerman St.
Subdivision***

Frederick Caulfield came before the Board on the following:

Mr. Caulfield and his engineer Darrin M. Romeyn, P.E. presented engineering plans for 33 East Timmerman subdivision. The proposed project includes a personal workshop and possibly 5 homes. The plans included sewer extension, water line extension, storm water drainage system, swails on each side of the road, culverts under driveways and road improvements. Applications have been submitted to National Grid for electric and gas services.

Engineer comments included hydrant, hydraulics and pump station.

Mr. Caulfield will schedule a meeting with the Planning Board at their next regular meeting in September. Water Dept., Sewer Dept. and D.P.W. should plan on attending Planning Board meeting.

Public Comment

***Angie Ramirez-Estrella
25 Spencer Street – Codes***

Angie Ramirez-Estrella – 25 Spencer Street came before the Board on the following:

Angie has a complaint regarding Code Enforcement Officer Philip Green not doing a good job.

Village Board as advised by the Village Attorney will address the issue.

***Gary Webb – Follow-up
Ransom Street Issues
And Village(Entrance)
Signage***

Mr. Webb is following up with the 2 drainage issues on Ransom Street. One issue with the beaver has currently been resolved. The second issue regarding permanent pipe replacement to improve drainage system needs further review with D.P.W. and Village Engineer.

The village has two signs entering the village. One sign says welcome and the other has profanity on it. Do we have any regulations for signage and profanity? Can Dolgeville Forward work on this?

Village – is the sign on private property and is it in the village limits? Suggest Mr. Webb talk to Town of Manheim Supervisor- John Haughton if it's in the Town of Manheim.

***Concerned Citizens
Manheim Business Park***

Place on file a group of concerned citizens letter from Caryl Hopson dated 8/1/22.

Department Heads

WWTF

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

WWTF Monthly Report

By Trustee Kraszewski

Motion to approve and place on file the July 15 – August 10, 2022 WWTF report as submitted. Sec. Trustee Galletta. Ayes all.

Police Department

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

Police Appointment Resolution # 111-2022

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

Motion to appoint Tyler J. Perkins to Provisional Full Time Patrolman @ \$ 40,003.61/Yr. effective August 15, 2022. Sec. Trustee Kraszewski, Ayes all.

AYES: Trustees Galletta, Kraszewski, Madore

NAYS: None

ADOPTED – August 15, 2022

School Crossing Guard

School will share expense for school crossing guards. Crossing Guard current rate of pay is \$ 15.00/hr.

Police Monthly Report

By Trustee Kraszewski

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

Code Enforcement

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

Complaint 25 Spencer Street

There is a tree in the right-of-way – obstructing view on the street by the stop sign. The request to the owner was to trim it back.

Pool Ladders/Fences

Discussion regarding ladders in pools. Pools need fencing around them if they are in-ground and under 4 feet. Ladders need to be removed as required by manufacturer safety standards and codes.

Bar/Restaurant/Store Inspections

Codes will start inspecting bars/restaurants/stores as required by law.

Code Enforcement Monthly Report

By Trustee Kraszewski

Motion to approve and place on file the 7/19/22-8/14/22

Code Enforcement report as submitted. Sec. Trustee Madore. Ayes all.

Water Plant

Water Monthly Report

By Trustee Kraszewski

Motion to approve and place on file the July 2022 water report as submitted. Sec. Trustee Madore. Ayes all.

D.P.W.

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

Greenway Trail Bridge

Mayor Puznowski received pictures from Mr. Gilfus (DCS) regarding the condition of a bridge on the greenway trail the school uses for cross-country track events. Joe Stack from school will discuss at the next Salisbury Ridgerunners meeting. D.P.W. will work with the club to resolve any issues.

Water Lab Class

Dave will be attending required water certification lab class on Wednesday.

Paving

Paving will start Aug. 17th – 24th. Shared services with Oppenheim, Salisbury and Town of Manheim to expedite the process. Notices will be posted in affected areas.

Farmers' Market Tents

Mayor Puznowski made an executive session to give away the old farmer's market tents stored in the pavilion. One tent was already gone and the other one was in bad shape.

D.P.W. Monthly Report

By Trustee Madore

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

Treasurer

Expenditures, Encumbrances, and Appropriations

By Trustee Madore

Motion to place on file the Statement of Expenditures, Encumbrances, Appropriations for the period ending 8/15/22. Sec. Trustee Jaquay. Ayes all.

Balance Sheet

By Trustee Madore

Motion to place on file the Balance Sheet for the period ending July 31, 2022. Sec. Trustee Jaquay. Ayes all.

Omni Renewables

Mayor Puznowski directing treasurer to submit all National Grid bills for review to Omni Renewables for the Community Distributed Generation Program.

Old Business

Standard Work Day and

***Reporting Resolution
112-2022***

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

BE IT RESOLVED, the VILLAGE OF DOLGEVILLE hereby establishes the following as a standard workday for elected and appointed officials and will report the following days worked to the New York State Local Employees' Retirement System based on the record of activities maintained and submitted by these officials to the clerk of this body:

Elected Officials

Mayor Mary Puznowski – Workday 8 hrs., Term 4/1/22-3/31/2026 – 7.66 days per month.

Appointed Officials

Trustee Amber Kraszewski – Workday 8 hrs., Term 4/1/22-3/31/2026 – 1.81 days per month.

AYES: Trustees Galletta, Jaquay, Kraszewski, Madore

NAYS: None

ADOPTED – August 15, 2022

New Business

***Check Reconciliation
Resolution # 113-2022***

By Trustee Kraszewski

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

Sewer Savings 3092	*792	7/1/22-7/31/22
Sewer Waste Hauling 3076	*405	7/1/22-7/31/22
General Savings 3035	*482	7/1/22-7/31/22
Water Fund 3050	*490	7/1/22-7/31/22
Trust & Agency 8225	*807	7/1/22-7/31/22
General Fund 8233	*315	7/1/22-7/31/22
Water & Sewer 8349	*320	7/1/22-7/31/22
E.D.R.L.F. 8330	*448	7/1/22-7/31/22
NYS Affordable Housing 8322	*598	7/1/22-7/31/22

AYES: Trustees Galletta, Jaquay, Kraszewski, Madore

NAYS: None

ADOPTED – August 15, 2022

***Payroll Certification
Resolution # 114-2022***

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

WHEREAS, Michele Weakley hereby submits for certification the following payroll period of 7/9/22 – 7/22/22 in the amount of \$ 36,154.53 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 – August 15, 2022

***Payroll Certification
Resolution # 115-2022***

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

WHEREAS, Michele Weakley hereby submits for certification the following payroll period of 7/23/22 – 8/5/22 in the amount of \$ 32,063.18 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 – August 15, 2022

***Village of Dolgeville
Policy Against Discrimination
And Harassment
Resolution #116-2022***

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

Motion to adopt the new Policy Against Discrimination and Harassment as required by New York State and provided by NYMIR.

AYES: Trustees Galletta, Jaquay, Kraszewski, Madore
NAYS: None
ADOPTED – August 15, 2022

***New York Forward
Grant Funding Program
Letter of Intent/Application
Resolution # 117-2022***

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

WHEREAS, the Village of Dolgeville is in Herkimer County, New York, and the Mohawk Valley; and

WHEREAS, the 2022 New York Forward Program supports a more equitable downtown recovery for New York's smaller and rural communities, with a focus on hamlets, villages, and neighborhood-scale municipal centers. Through the NY Forward program, these smaller downtowns will attract more businesses, residents, and visitors, while also providing a higher quality of life for residents; and

WHEREAS, Main Street Dolgeville is an approximately 60 square acres contained within the Dolgeville Brownfield Opportunity Area (BOA); and

WHEREAS, Main Street Dolgeville runs along North Main Street out to Helmer Avenue, bounded at the south by Slawson Street, to the north by East State Street and State Street West, and to the east-by-East Canada Creek and the County Border; and

WHEREAS, grant funding would be provided for the enhancement, restoration, and revitalization of sites in and along Main Street Dolgeville; and

WHEREAS these improvements will allow the Village of Dolgeville to preserve its unique cultural heritage and foster a distinct sense of place along Main Street; and

NOW, THEREFORE, BE IT RESOLVED that the Village of Dolgeville endorses, supports, and intends to apply to New York Forward.

AYES: Trustees Galletta, Jaquay, Kraszewski, Madore

NAYS: None

ADOPTED – August 15, 2022

***The Authority – Regional
Demolition Program***

The program is offered to municipalities from December to March.

***Dolgeville-Manheim
Public Library Request
Mowing***

The library is requesting the village mow the lawn on the North side of the library to reduce expenses. The current cost is \$ 800/yr.

The Village Board agreed to the libraries request. The D.P.W. will mow the lawn.

***National Grid
Opt-Out LED
Replacement Initiative***

The village will participate in the Opt-Out LED replacement program offered by National Grid.

Attorney

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

***Land Purchase Requests
Update***

Village Attorney - waiting for maps.

***Dolgeville Central School
Property Acquisition for
Capital Improvement
Project at the Bus Garage
Wolf Street***

Village Attorney will clarify school request for the land and Board will discuss at their next meeting.

156 South Main Street

156 South Main Street completed the court acquisition process. The building now belongs to the Village of Dolgeville and we need to set a time line with the Land Bank for demolition.

Executive Session

By Trustee Kraszewski

Motion to enter executive session @ 7:45 p.m. to discuss pending litigation and personnel. Sec. Trustee Madore. Ayes all.

By Trustee Jaquay

Motion to adjourn executive session at 8:08 p.m. and reconvene regular meeting. Sec. Trustee Kraszewski. Ayes all.

Future Meetings

Regular Meeting – September 19th @ 6:00 p.m. – Village Hall

Adjournment

By Trustee Kraszewski

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

_____ Mayor

_____ Village Clerk