

REGULAR MEETING  
DOLGEVILLE VILLAGE BOARD OF TRUSTEES  
SEPTEMBER 19, 2022

PRESENT:

MAYOR: Mary E. Puznowski  
TRUSTEES: Joshua Galletta-absent  
Amanda Jaquay  
Amber Kraszewski  
Laura Madore

ATTORNEY: Mark R. Rose-absent

RECORDING SECRETARY:

Tammy L. Chmielewski

ATTENDED: Donna DeLucco, David & Sarah Jaquay, Chet Szymanski, William Bailey, Gary Webb and Marilyn Williams.

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.

**Approval of  
Meeting Minutes**

By Trustee Jaquay

Motion to approve and place on file the meeting minutes of August 15, 2022. Sec. Trustee Madore. Ayes all.

**Abstract of  
Audited Vouchers  
Resolution # 118-2022**

The following resolution offered by Trustee Madore sec. Trustee Kraszewski. 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	\$ 267,503.06
SEWER FUND	\$ 225,887.28
WATER FUND	\$ 69,233.68
TRUST & AGENCY FUND	\$ 1,273.85

AYES: Trustees Jaquay, Kraszewski, Madore

NAYS: None

ADOPTED – September 19, 2022

**Village Engineer**

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

Water and Wastewater System Preliminary Engineering Reports (no change)

- 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 was held on September 1, 2022 at 11:00 AM. Some homes will be coming out of the Special Flood Hazard Area (SFHA) due to the new analysis of the Beaver Brook Dam, and some homes along Van Buren Street and near Howard Street Extension will be coming into the SFHA due to the restriction at Howard Street Extension.
- Draft mapping will be sent to the Village from the FEMA team for public review.

#### Main Street Sewer Replacement Project

- Survey is continuing for the work areas throughout the Village and will be completed soon with design being worked on through the winter.
- Needs to be coordinate with the FEMA Projects and NYSDOT Projects.

#### Congressionally Directed Funding Applications (no change)

- Awaiting news regarding the award of these projects. This project was back-funded (4472 project). Meeting scheduled for Wednesday 9/28/22 @ 2:00 p.m. Village also put in for COVID 4480 funding project.

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

- This project was awarded last week and we will be coordinating the contract with DHSES very soon.

#### 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 October.

#### 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.
- The Village submitted a grant application for assistance with completing the LSL Inventory on August 31, 2022.

#### 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 – Landowner agreements for construction are the final item remaining before this project can be obligated.
  - o PN130885 - North Main Street Sewer, Water Distribution and Storm Drainage Reconstruction – This project has been obligated and will be incorporated into the existing Main Street Sewer Replacement Contract.
  - o PN130886 - North Main Street Roadway Reconstruction – This project has been obligated.

- PN130890 - Village Wide Debris Removal – This project has been completed.
- 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 continue to prepare the back-up paperwork required for PN153162 - Management Costs (engineer, volunteers, village employee time).

#### NYS Parks Grant

- Final design of this project is continuing.
- 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.
- The Village team and Saratoga Associates met with the Department of State Consultant (Liz Podowski-King, of Bergmann Associates) on September 12, 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)

- Report preparation 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

- I completed the design and specifications for this project in early September. The project was put out to public bid on September 9, 2022. Bids are due (and will be opened at Village Hall) at 1:00 PM on September 22, 2022.

#### WTP Spillway Failure Repairs (no change)

- I completed and submitted the NYSDEC / ACOE Joint Permit Application for this project on May 19, 2022.
- We have received a permit from the NYSDEC but have not yet received approval from ACOE. Mayor Puznowski would like to reach out to the ACOE to pick up the pace on the spillway and the erosion issues we have on Van Buren Street.

#### Village Water Tower

- The IDA's consultant is continuing to work on this project and I am responding to requests for information as they come in. Project is still in the design phase.

#### **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
- Army Corps of Engineers, East Canada Creek (*no change*)

- 2<sup>nd</sup> 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 September 2022 Village Engineer report as submitted. Sec. Trustee Jaquay. Ayes all.

**Public Comment**

***Gary Webb – Ransom St.  
Flooding/Beaver Update***

Village engineer did not take a look at the project. The projection is to get pricing of material/equipment needed to repair/replace culvert pipe and roadwork, hydraulic analysis of the structure to include beaver levelers. The project could go out to bid or done in house – TBD.

The project requires permitting through the A.C.O.E. There is at least a 90-day project wait window, after submittal due to staff shortages. D.E.C. would also be contacted for permits. D.E.C. doesn’t provide assistance for this type of issue. Chet will contact D.E.C.

Trappers have been in and provided temporary relief, but the beavers keep coming back.

Village could do the design over the winter and put out to bid in the spring.

***Proposal for the Erich N.  
Holtmann Foundation***

Proposal submitted from Kayonna B. Smith – Place on file.

***William Bailey***  
***North Main Street***  
***Assessments***

Village received an award for a home buyout for the flooded homes in 2019. The program will be facilitated by Homeland Security. Mr. Bailey's question is why an assessment of \$ 40,000 was submitted to FEMA for his home? Mayor Puznowski explained the village was told they are going to go by the pre-flood valuation when discussing a buy-out.

Mr. Bailey – my assessment valuation is \$ 160,000, why are they getting my assessments off the tax revenue? Why did the village send in those figures instead of the actual appraised amount? I heard from Chet that my house is worth \$ 40,000 and they are charging \$ 100,000 to tear it down. If we paid for flood insurance and we received money, why are we being punished?

Sarah Jaquay – we paid for flood insurance and received our money (settlement through insurance) and we were told we are not part of the FEMA grant. Any money we get for our house would not be funded by FEMA and would have to be given by the village. Who do we work with now – the board?

Trustee Kraszewski – don't hold onto the figures that were submitted. I believe we were under a time crunch and the tax rolls were the easiest to submit. We will be going back through and getting proper appraisals. If you can't get money through FEMA, there will be conversations at that time. We don't know what any of that looks like at this time, we will know more after our meeting next week.

Mayor Puznowski – there will be an actual appraiser going through and appraising the houses. There will be a meeting with the residents (one-on-one) to negotiate a settlement. We have to take into consideration if there is asbestos in the project and bid the contract accordingly. A homeowner can privately take down their home.

***Donna DeLucco***  
***Traffic Problems***

Ideas for traffic problems – grants for speed bumps, camera's?  
Chief – if you want cameras, you will need a radar unit too. Some communities are using speed signs. The cost is approximately \$ 6,000. There are very few police grants for enforcement and the expense is usually born by the municipality.

**Department Heads**

**WWTF**

***WWTF Monthly Report***

By Trustee Kraszewski

Motion to approve and place on file the August 11, 2022-

September 14, 2022 WWTF report as submitted. Sec. Trustee Madore. Ayes all.

**Police Department**

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

***Medication Drop Box***

The Police now have an anytime drop box for medications, including sharps.

***Police Training***

Police Department moved much of their training/policies to the new Power/DMS site. NYMIR inspector approves of the new training program. The use of force program we use is approved by D.C.J.S.

***North Main Street Complaint***

Trustee Kraszewski is requesting more patrols of North Main Street in regard to speeding. Officers will continue patrols regarding speed, ATV's, mini-bikes on North Main and throughout the village.

***Police Monthly Report***

By Trustee Jaquay

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

**Water Plant**

Water Plant Operator Neal Winkler came before the Board on the following:

***Haloacetic Acids***

Report was good.

***Lead and Copper Sampling***

Set bottles out and sampling is good until after 2024.

***Water Monthly Report***

By Trustee Kraszewski

Motion to approve and place on file the September 19, 2022 water report as submitted. Sec. Trustee Jaquay. Ayes all.

**D.P.W.**

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

***D.P.W. Monthly Report***

By Trustee Kraszewski

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

**Code Enforcement**

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

***Code Enforcement Monthly Report***

By Trustee Kraszewski

Motion to approve and place on file the 8/15/22 – 9/18/22

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

**Planning Board**

***Rick Caulfield  
33 East Timmerman***

Presentation of subdivision proposal including Full Environmental Assessment Form – Part 1 – Project and Setting, DMR Civil Engineering, PLLC – Project Narrative and DMR Civil Engineering Project Maps.

***Planning Board  
Meeting Minutes***

By Trustee Kraszewski  
Motion to approve and place on file the Planning Board meeting minutes of September 13, 2022 as submitted. Sec. Trustee Jaquay. Ayes all.

**Treasurer**

***Expenditures,  
Encumbrances, and  
Appropriations***

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

***Balance Sheet***

By Trustee Kraszewski  
Motion to place on file the Balance Sheet for the period ending 08/31/22. Sec. Trustee Madore. Ayes all.

**Old Business**

***New York’s Community  
Solar Utility Billing  
Omni Renewables***

Village will not proceed with the OMNI proposal for NY Community Solar utility bill crediting program.

**New Business**

***Check Reconciliation  
Resolution # 119-2022***

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

Sewer Savings <b>3092</b>	*792	08/01/22-08/31/22
General Savings <b>3035</b>	*482	08/01/22-08/31/22
Water Fund <b>3050</b>	*490	08/01/22-08/31/22
Trust & Agency <b>8225</b>	*807	08/01/22-08/31/22
General Fund <b>8233</b>	*315	08/01/22-08/31/22
Water & Sewer <b>8349</b>	*320	08/01/22-08/31/22

AYES: Trustees Jaquay, Kraszewski, Madore

NAYS: None

ABSENT: Trustee Galletta

ADOPTED –September 19, 2022

***Payroll Certification  
Resolution # 120-2022***

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

WHEREAS, Michele Weakley hereby submits for certification the following payroll period of 8/3/22-8/20/22 in the amount of \$ 34,822.42 be approved for payment from the appropriation authorized by the Village of Dolgeville Board of Trustees.

AYES: Trustees Jaquay, Kraszewski, Madore

NAYS: None

ABSENT: Trustee Galletta

ADOPTED – September 19, 2022

***Payroll Certification  
Resolution # 121-2022***

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

WHEREAS, Michele Weakley hereby submits for certification the following payroll period of 8/21/22-9/2/22 in the amount of \$ 26,093.03 be approved for payment from the appropriation authorized by the Village of Dolgeville Board of Trustees.

AYES: Trustees Jaquay, Kraszewski, Madore

NAYS: None

ABSENT: Trustee Galletta

ADOPTED –September 19, 2022

***Live Well Fitness  
5k Run/Walk***

Approved run/walk – October 2, 2022.

***Records Management  
Resolution # 121A-2022***

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

Motion to accept and place on file the following, sec. Trustee Kraszewski. Ayes all.

Records Management Disposition Report – August 25, 2022

Election Petitions – 2018, 2020



Election Certificates of Acceptance – 2018, 2020  
Gehring-Tricot Pre-treatment Reports – 1/17/13 – 3/21/17  
Gross Utility Receipts – 7/2/14-12/28/15  
Real Property Transfer – 2014, 2015  
Check/Cash Receipt Logs – 2012-2016  
Tax Searches – 2014, 2015  
Water/Sewer Billing – 11/1/14 – 4/30/15, 8/1/15 – 7/31/16  
Village Taxes, Receipts, Ledgers, Escrows – 2004-2015  
Bank Statements, Abstracts, Purchase Orders, Deposit Slips – 6/15  
– 5/16

Respectfully submitted,  
Tammy L. Chmielewski  
Records Management Officer

AYES: Trustees Jaquay, Kraszewski, Madore  
NAYS: None  
ABSENT: Trustee Galletta  
ADOPTED – September 19, 2022

***Standard Work Day and  
Reporting Resolution  
# 122-2022***

The following resolution offered by Trustee Madore sec.  
Trustee Jaquay. 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 04/04/2022-03/31/2026 – 7.66 days per month.

**Appointed Officials**

Trustee Amber Kraszewski – Workday 8 hrs., Term 04/04/2022-03/31/2026 – 1.81 days per month.

AYES: Trustees Jaquay, Kraszewski, Madore  
NAYS: None  
ABSENT: Trustee Galletta  
ADOPTED – September 19, 2022

***Standard Work Day and  
Reporting Resolution  
# 123-2022***

The following resolution offered by Trustee Madore sec.  
Trustee Jaquay. 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**

Trustee Amanda Jaquay – Workday 8 hrs., Term 04/01/2020-03/31/2024 – 1.85 days per month.

**Appointed Officials**

Attorney Mark Rose – Workday 8 hrs., Term 04/01/2021-03/31/2022 – 4.85 days per month.

AYES: Trustees Jaquay, Kraszewski, Madore

NAYS: None

ABSENT: Trustee Galletta

ADOPTED – September 19, 2022

***Trick or Treat***

Trick or Treat – October 31<sup>st</sup> – 5-7 p.m.

***NY Forward Program  
Resolution # 124-2022***

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

Motion to move forward to submit an application to the New York Forward Program. Sec. Trustee Madore. Ayes all.

AYES: Trustees Jaquay, Kraszewski, Madore

NAYS: None

ABSENT: Trustee Galletta

ADOPTED – September 19, 2022

**Communication**

***Herkimer County IDA  
Notice of Amendment  
of Off-Site Commercial  
Solar Photovoltaic Policy***

Letter dated September 7, 2022 – accepting written statements by email to [jpiseck@herkimercountyida.org](mailto:jpiseck@herkimercountyida.org) or by 1<sup>st</sup> class mail to the Herkimer County IDA, 420 E. German Street, Box 1 Suite 101A, Herkimer, NY 13350 re: Proposed amendment of its Off-Site Commercial Solar Photovoltaic Policy. Deadline for submittal – September 26, 2022.

***Dolgeville Forward  
Donation for***

***Center Park***

Village of Dolgeville received a donation from Dolgeville Forward in the amount of \$ 7,000 toward the Center Park project. Clerk will request a breakdown of donors/amounts.

**Attorney**

***Land Purchase Request  
Update – Snell Street/  
East Spofford Avenue***

No updates.

***DCS Purchase of Land  
Update***

The village agreed to sell a portion needed for the bus garage project.

***Executive Session***

By Trustee Kraszewski

Motion to enter executive session at 7:22 p.m. – personnel.  
Sec. Trustee Jaquay. Ayes all.

By Trustee Kraszewski

Motion to adjourn executive session at 7:45 p.m. and reconvene regular meeting. Sec. Trustee Madore. Ayes all.

**Appointment**

**D.P.W. - MEO**

**Resolution # 125-2022**

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

Motion to appoint Derik K. Brown – MEO effective 9/19/22 @ 19.78/Hr. – Full Time. Sec. Trustee Kraszewski. Ayes all.

AYES: Trustees Jaquay, Kraszewski, Madore

NAYS: None

ABSENT: Trustee Galletta

ADOPTED – September 19, 2022

**Appointment**

**D.P.W. - MEO**

**Resolution # 126-2022**

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

Motion to appoint Gregory S. Reid – MEO effective 9/19/22 @ 19.78/Hr. – Full Time. Sec. Trustee Kraszewski. Ayes all.

AYES: Trustees Jaquay, Kraszewski, Madore

NAYS: None

ABSENT: Trustee Galletta

ADOPTED – September 19, 2022

**Appointment**  
**D.P.W. - MEO**  
**Resolution # 127-2022**

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

Motion to appoint Daren L. Hopkins – MEO effective 9/19/22 @ 19.78/Hr. – Full Time. Sec. Trustee Kraszewski. Ayes all.

AYES: Trustees Jaquay, Kraszewski, Madore

NAYS: None

ABSENT: Trustee Galletta

ADOPTED – September 19, 2022

**Future Meetings**

Regular Meeting – October 17, 2022 @ 6:00 p.m. – Village Hall.

**Adjournment**

By Trustee Kraszewski

Motion to adjourn regular meeting at 7:55 p.m. Sec. Trustee Jaquay. Ayes all.

\_\_\_\_\_ Mayor

\_\_\_\_\_ Village Clerk