

REGULAR MEETING
DOLGEVILLE VILLAGE BOARD OF TRUSTEES
OCTOBER 17, 2022

PRESENT:

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

ATTORNEY: Mark R. Rose-6:07

RECORDING SECRETARY:

Tammy L. Chmielewski

ATTENDED: David & Sarah Jaquay, Paul Puznowski, Philip Green, Chet Szymanski.

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 - ZBA
Resolution # 135-2022

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

Motion to accept the resignation of Joseph Viscusie from the Zoning Board of Appeals effective September 26, 2022. Sec. Trustee Kraszewski. Ayes all.

AYES: Trustees Galletta, Jaquay, Kraszewski

NAYS: None

ABSENT – Trustee Madore

ADOPTED – October 17, 2022

Resignation – Minority Officer
Resolution # 136-2022

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

Motion to accept the resignation of Alicia Osinaga as the Village Minority Officer effective October 17, 2022. Sec. Trustee Kraszewski. Ayes all.

AYES: Trustees Galletta, Jaquay, Kraszewski

NAYS: None

ABSENT – Trustee Madore\

ADOPTED – October 17, 2022

Appointment - ZBA
Resolution # 137-2022

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

Motion to appoint Kathleen Ellis to the Zoning Board of Appeals effective October 17, 2022. Sec. Trustee Kraszewski. Ayes all.

AYES: Trustees Galletta, Jaquay, Kraszewski

NAYS: None

ABSENT – Trustee Madore

ADOPTED – October 17, 2022

Appointment – Minority Officer

Resolution # 138-2022

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

Motion to appoint Michele Weakley as the Village Minority Officer effective October 17, 2022. Sec. Trustee Kraszewski. Ayes all.

AYES: Trustees Galletta, Jaquay, Kraszewski

NAYS: None

ABSENT – Trustee Madore

ADOPTED – October 17, 2022

**Approval of
Meeting Minutes**

By Trustee Kraszewski

Motion to approve and place on file the meeting minutes of September 19, 2022. Sec. Trustee Jaquay. Ayes all.

**Budgetary Transfers
Resolution # 139-2022**

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

FROM: AO3120.106 – Part Time \$ 3,000.00

TO: AO3120.110 – Overtime \$ 3,000.00

AYES: Trustees Galletta, Jaquay, Kraszewski

NAYS: None

ABSENT – Trustee Madore

ADOPTED – October 17, 2022

**Abstract of
Audited Vouchers
Resolution # 140-2022**

The following resolution offered by Trustee Kraszewski sec. Trustee Jaquay. 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	\$ 33,532.49
SEWER FUND	\$ 25,576.10
WATER FUND	\$ 3,654.02
TRUST & AGENCY FUND	\$ 1,127.17

AYES: Trustees Galletta, Jaquay, Kraszewski, Madore

NAYS: None

ABSENT – Trustee Madore

ADOPTED – October 17, 2022

Village Engineer

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

Active Projects

Planning Board – Caulfield Development SEQR

- I attended the recent Planning Board meeting to discuss the Caulfield Development.
- Documents for that development will be presented to the Village Board at this meeting to begin the SEQR process.

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 was printed and delivered to the Village this month.
- The estimated project timeline prepared by FEMA’s consultant is shown below

Estimated Project Timeline:



The village will schedule a public presentation in the near future to show the new mapping revisions.

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.

- Met with Amy Mowers and the Consultant Team on October 11, 2022 to discuss their findings and design strategies to date. There are approximately 10 more manholes along Main Street that need to be uncovered and inspected as design continues.
- Needs to be coordinated with the FEMA Projects (Fink Creek) and NYSDOT Projects (Beaver Brook) as we continue to move forward.

Watershed Review

- I joined Amy and Neal for a review of the Dolgeville watershed on October 4, 2022.

Congressionally Directed Funding Applications (no change)

- Awaiting news regarding the award of these projects.

Halloween Flood Event (404 Mitigation Program) DR4472

- Met with the State Representative for the project on September 28, 2022 at Village Hall to establish the initial tasks and overall schedule for the project.
- I have contacted a firm to provide an estimate to the Village for asbestos surveys for each of the 20 properties along North Main Street and will complete the preparation of an advertisement for appraisal services within the next week.
- Two key pieces of information:
 - o the project must be completed by June 17, 2024.
 - o a property much be demolished, removed, and the site restored within 90 days of the acquisition of the property by the Village.
 - o **129 N. Main – no paperwork received (request state to add to the project?).**
 - o **Steve Bornt (FEMA) – we need to go out to bid for hazard/asbestos inspections. Due to it being a specialized service it is not required by law. Village will check our procurement policy.**
Amy Mowers reviewed the proposal from B&L and feels it is reasonable. We could also reach out to Atlantic Testing for a quote.
Trustee Kraszewski – if people opt out of the buyout would the price be reduced – yes.
Place the B&L proposal on hold.

EPA Lead and Copper Rule Changes (no change)

- 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 continue to be the final item remaining before this project can be obligated.

- PN130885 - North Main Street Sewer, Water Distribution and Storm Drainage Reconstruction – An RFI was issued for this project which is holding up the obligation of the funding. Once obligated, this project will be incorporated into the existing Main Street Sewer Replacement Contract.
- 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.
- **Fink Creek paperwork – village only received 2 property release forms. Village will make phone calls or move project around the affected properties.**

NYS Parks Grant

- Final design of this project is continuing.
- Amy and I have worked to provide additional technical support to the Consultant Team.
- This project will be included with the NY Forward grant application.

NY Forward Grant

- The application to this program was submitted on September 23, 2022. Awards are anticipated before the end of the year.

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

- Report preparation by the Consultant Team (B&L) is continuing for this project.

WWTP Concrete Deterioration Repairs

- This project was awarded to National Building & Restoration Corporation at the last Village Board Meeting.
- I have prepared the agreements and have been reviewing material submittals over the past few weeks.
- Construction has started: concrete stairs and a portion of the Primary Tank have been removed to date. Concrete placement and patching is expected within the next two weeks, weather permitting.

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.
- ACOE has not yet responded to an inquiry as to the status.

Village Water Tower and Industrial Park Utilities

- Amy, Neal, and I have been coordinating information related to water and sewer systems with the IDA's Consultant Team 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
- 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

Creeks and Flood Prevention

- East Canada Creek Sediment / Hydraulics; Dam Removal (Weston and Sampson)
- Van Buren Street Ice Jam / Flooding; ACOE Design and Permitting.

***Village Engineer
Monthly Report***

By Trustee Kraszewski

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

Public Comment

***Paul Phalen
37 East Faville Avenue
Water/Sewer – Tax Bill***

Mr. Phalen came before the Board on the following:

Purchased 37 East Faville Avenue at the Herkimer County Tax Auction in July. The tax bill came with a \$ 1,167.88 water/sewer re-levy. Mr. Phalen doesn’t feel he should have to pay the bill. Village provided water use law, including Section 7. Lien for water rents.

Department Heads

WWTF

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

Road Cut Permit/

Sewer Use Law

Amy is requesting some type of protocol for work being done in the village. Last week there was work done on Faville Avenue before Amy knew it was happening. The work should start with a dig request through Dig Safely that triggers an investigation by the D.P.W. and gives a description of the work being done. The intent of the job was not to dig into the road but it turned into a digging of the road. A road cut permit was never filled out. The whole process fell apart. The job was a sewer lateral repair. The job was completed, backfilled and nobody from the village saw any of the work on the project. We need to ensure contractors know they need a road cut permit and D.P.W. will ensure this is done. This needs to be done for everybody/every time. Work needs to be inspected along the way. The Board needs to decide what we are doing in regards to laterals, are we going to change it or do it the way it has been? Dealing with it on a case-by-case basis differently is very problematic.

In my opinion the lateral should be the responsibility of the homeowner from the building to the main. This is the way it is currently but the problem is when the line is put in and there is an issue with that main and there isn't a clean out at the property line, one has to be put in where the repair is made and then at that point forward, the clean out from house to the main becomes the villages' property. This is how the sewer use law reads.

Chet – still goes back to the sewer use law and who makes repairs in the road.

Trustee Kraszewski – Road Cut permit discussion included work being done. Homeowner should only go to the curb and D.P.W. or specific contractors do the work in the road.

My concern is, my responsibility is for the underground pipes on my property. If trucks drive down my road and create a pipe compression and to break a pipe. How is that my fault as a homeowner?

Attorney – when the village created the streets a line was put in, and they said if you want to tap into it, you (homeowner) can and it becomes your responsibility. That's the way it's always been and that's how it started.

One of the decisions will be, who do you want to do the work going into the street.

Trustee Jaquay – I feel it should be the D.P.W. doing the work if they are capable of it and have the time.

Mayor – laterals should not belong to the village. Village will schedule a special meeting and follow the current road cut permit until further discussion.

Motion to approve and place on file the September 15, 2022-October 12, 2022 WWTF report as submitted. Sec. Trustee Jaquay. Ayes all.

Water Plant

Water Monthly Report

By Trustee Galletta

Motion to approve and place on file the October 17, 2022 water report as submitted. Sec. Trustee Kraszewski. Ayes all.

Water Shut off Notices

The Village of Dolgeville will no longer mail water shut-off notices. The final shut-off date will be on your original bill, posted on LED sign, Facebook, and village website.

The next final shut off due to non-payment will occur on January 4, 2023. Payment deadline without penalty is November 30, 2022.

Delinquent water/sewer rents \$ 26,922.52.

Police Department

Police Monthly Report

By Trustee Kraszewski

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

Matthew Griffin – school crossing guard last day of work October 14, 2022. Matt will submit a written resignation.

Code Enforcement

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

Code Enforcement Monthly Report

By Trustee Jaquay

Motion to approve and place on file the 9/19/22-10/16/22 Code Enforcement report as submitted. Sec. Trustee Kraszewski. Ayes all.

D.P.W.

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

Roof Repair Payment Resolution # 141-2022

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

Motion authorizing Treasurer pay the contractor doing the roof repair at the D.P.W. garage upon satisfactory completion of the project. Sec. Trustee Kraszewski. Ayes all.

AYES: Trustees Galletta, Jaquay, Kraszewski, Madore

NAYS: None
ABSENT – Trustee Madore
ADOPTED – October 17, 2022

Roof repair is reimbursed through our insurance claim.

Sweeper

Village will get quotes for a sweeper than includes a vacuum unit to accommodate cleaning storm drains.

Green Waste

Last day for green waste pick-up is November 14th. Leaf pick-up will continue until further notice.

D.P.W. Monthly Report

By Trustee Galletta
Motion to approve and place on file the October 2022 D.P.W. report as submitted. Sec. Trustee Kraszewski. Ayes all.

Planning Board

Paul Puznowski – Chairperson came before the Board on the following:

Caulfield-Timmerman Street Subdivision

Final plans presented to Planning Board are to develop 5 lots (4 homes one workshop). Caulfield will develop the road, water/sewer and storm sewers then give to the village. The area will require at least 4 pump stations for the sewer and a fire hydrant. The previous listed items will be at the owners' expense and responsibility.

Mr. Caulfield and his engineer came before the Planning Board to discuss a subdivision on Timmerman Street. The Village will act as lead agency for this project. The project engineer will provide a draft letter with project plans to send to DEC, DOH and County Planning Dept. The current SEQRA placed on file to receive comments and the village board will make a determination of significance at the next regular meeting.

1 lot does not meet the criteria for building and will require an area variance from the ZBA.

The project will need a 3rd party engineer to do inspections.

The village will hold a special meeting next week to further discuss the project.

Planning Board Meeting Minutes

By Trustee Jaquay
Motion to approve and place on file the Planning Board meeting minutes as submitted. Sec. Trustee Galletta. Ayes all.

Treasurer

Balance Sheet

By Trustee Kraszewski
Motion to place on file the Balance Sheet for the period ending September 30, 2022. Sec. Trustee Jaquay. Ayes all.

New Business

***Check Reconciliation
Resolution # 142-2022***

By Trustee Jaquay

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

Unemployment Acct. 3100	*953	7/1/22-10/2/22
Sewer Savings 3092	*792	9/1/22-10/2/22
Helterline Park 3084	*784	7/1/22-10/2/22
General Savings 3035	*482	9/1/22-10/2/22
Water Fund 3050	*490	9/1/22-10/2/22
Spohn's Disposal 3043	*187	7/1/22-10/2/22
Trust & Agency 8225	*807	9/1/22-10/2/22
D.P.W. Motorized Equip. 3068	*788	7/1/22-10/2/22
General Fund 8233	*315	9/1/22-10/2/22
Police Vehicle 3118	*500	7/1/22-10/2/22
Water Capital Reserve 3027	*844	7/1/22-10/2/22

AYES: Trustees Galletta, Jaquay, Kraszewski

NAYS: None

ABSENT: Trustee Madore

ADOPTED – October 17, 2022

***Payroll Certification
Resolution # 143-2022***

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

WHEREAS, Michele Weakley hereby submits for certification the following payroll period of 9/3/22-9/16/22 in the amount of \$ 35,963.14 be approved for payment from the appropriation authorized by the Village of Dolgeville Board of Trustees.

AYES: Trustees Galletta, Jaquay, Kraszewski

NAYS: None

ABSENT: Trustee Madore

ADOPTED – October 17, 2022

***East Canada Creek
Fire District
Preliminary Budget***

Place on file.

***Comp Alliance
Workers' Comp.***

Village received a \$ 500.00, member loyalty check for the 2022-2023 policy year.

Flood Mitigation Request

Jonathan Fredericks –58 Dolge Avenue is requesting a potential flood mitigation measure discussion. Jonathan is proposing a rip-rap wall approximately 120 ft. which might alleviate and provide a

certain potential level of protection to the residents of the village. Satellite image with a rough measurement submitted.

The village cannot legally go onto private property.

***Advertisement for
Bids – Professional
Appraisal Services
Dolgeville Acquisition
Project HMGP 4472-006
Resolution # 144-2022***

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

Motion to go out to bid for Professional Appraisal Services for the Dolgeville Acquisition Project HMGP 4472-0006. Deadline for submittal is Wednesday, November 16, 2022 at 10:00 a.m. Sec. Trustee Jaquay. Ayes all.

AYES: Trustees Galletta, Jaquay, Kraszewski

NAYS: None

ABSENT: Trustee Madore

ADOPTED – October 17, 2022

Water/Sewer Reduction

Mark Miller reducing duplex to one unit.

Cleaning Proposal

Village received a proposal for cleaning village hall and police department. Place on file.

Attorney

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

***Land Purchase Request
Snell St./E. Spofford Ave.
Update***

No action, wait on all properties at this time.

***Land Purchase – DCS
Update***

Paperwork is set.

Future Meetings

Special Meeting – October 26th @ 3:00 p.m. – Village Hall.
Regular Meeting – November 21, 2022 @ 6:00 p.m. – Village Hall.

Adjournment

By Trustee Kraszewski

Motion to adjourn regular meeting at 8:22 p.m. Sec. Trustee Jaquay. Ayes all.

Mayor

Village Clerk

