

REGULAR MEETING  
DOLGEVILLE VILLAGE BOARD OF TRUSTEES  
DECEMBER 19, 2022

PRESENT:

MAYOR: Mary E. Puznowski  
TRUSTEES: Amanda Jaquay  
Amber Kraszewski  
Laura Madore  
Kornel Martyniuk

ATTORNEY: Brett Preston

RECORDING SECRETARY:

Tammy L. Chmielewski

ATTENDED: Mark Rose, Donna DeLucco, Sarah Jaquay, David Jaquay, Jason Ballard, 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**

**Village Attorney**

**Resolution # 171-2022**

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

Motion to accept the resignation of Village Attorney Mark R. Rose effective December 31, 2022. Sec. Trustee Jaquay. Ayes all.

AYES: Trustees Jaquay, Kraszewski, Madore, Martyniuk

NAYS: None

ADOPTED – December 19, 2022

**Appointment**

**Village Attorney**

**Resolution # 172-2022**

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

WHEREAS, the Village Attorney, Mark R. Rose, has been elected to the New York State Supreme Court and is required to resign from his duties as Village Attorney for the Village of Dolgeville, NY effective December 31, 2022;

NOW, THEREFORE, BE IT RESOLVED, that Brett A. Preston, Esq. of Johnstown, NY is appointed Village Attorney for the Village of Dolgeville, NY effective January 1, 2023. His appointment shall remain in effect until the Annual Meeting, April 2023. The newly appointed Village Attorney shall be employed under the same terms and conditions of employment as are in effect for the present Village Attorney. Sec. Trustee Jaquay. Ayes all.

AYES: Trustees Jaquay, Kraszewski, Madore, Martyniuk

NAYS: None

ADOPTED – December 19, 2022

**Appointment  
Chief of Police  
Resolution # 173-2022**

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

Motion to hire Matthew Wright as Full Time Chief of Police effective January 8, 2023 per terms of contract. Sec. Trustee Kraszewski. Ayes all.

AYES: Trustees Jaquay, Kraszewski, Madore, Martyniuk

NAYS: None

ADOPTED – December 19, 2022

**Approval of  
Meeting Minutes**

By Trustee Kraszewski

Motion to approve and place on file the meeting minutes of November 21, 2022 and December 7, 2022. Sec. Trustee Madore. Ayes all.

**Abstract of  
Audited Vouchers  
Resolution # 174-2022**

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	\$ 16,668.90
SEWER FUND	\$ 27,264.10
WATER FUND	\$ 24,868.82
TRUST & AGENCY FUND	\$ 1,134.89

AYES: Trustees Jaquay, Kraszewski, Madore, Martyniuk

NAYS: None

ADOPTED – December 19, 2022

**Village Engineer**

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

**Active Projects**

Bridge NY

- NYSDOT is requesting that communities to submit only two projects for this round of funding. Based on that request, I recommend that the Village continue the applications for the Beaver Brook Culvert and Fink Creek Culvert.

- **A consultant selection needs to be made at this meeting based on the Expressions of Interest (EOI) letters returned to the Village.**

#### Beaver Brook Floodplain Study / LOMR

- Waiting on the final review of the proposed LOMR by FEMA which should be completed within the next few months.

#### Main Street Sewer Replacement Project

- Design work is continuing throughout the winter with bid documents anticipated in early 2023.
- A meeting between the Village, our consultant, and NYSDOT was held on 12/1/2022. I am developing a schedule for the various Village projects and their tie-in with planned NYSDOT projects.

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

- Appraisals are being scheduled along (CNY Real Estate, Joseph Stachow) with hazardous materials testing (B&L, Sebastian Reeves) over the next few weeks with many being completed before the holidays.
- Key dates for the project:
  - 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.

#### EPA Lead and Copper Rule Changes (no change)

- The Village will need to provide an inventory to all service lines to the local DOH by October 16, 2024.
- 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. I am working with DHSES to plan around missing landowner agreements.
  - o PN130885 - North Main Street Sewer, Water Distribution and Storm Drainage Reconstruction – Waiting on a response from DHSES / FEMA on the recent RFI. Once obligated, this project will be incorporated into the existing Main Street Sewer Replacement Contract.
  - 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 continue to prepare the back-up paperwork required for PN153162 - Management Costs.

#### NYS Parks Grant

- The project was approved for bidding by NYS Parks.
- The project schedule is as follows:
  - Public Bid Announced: Monday, 12/19
  - Site Walk w/ Bidders: Wednesday, 1/04, 2pm
  - Last Day for RFIs: Monday, 1/09, 3pm
  - Bids Due: Friday, 1/20, 11am

#### NY Forward Grant

- Awards are anticipated before the end of 2022.

#### Sanitary Sewer Collection System Investigation, Phase I

- Continuing to provide information as needed for Michele to develop the reimbursement request for this project.

#### 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

- Work is essentially completed on this project with the contractor removing forms and construction materials from the site throughout this week.

#### 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 and confirmation that the project falls under the Nationwide Permit from ACOE.
- This project should be bid in late winter for construction in Spring 2023.

#### Village Water Tower and Industrial Park Utilities

- Amy, Neal, and I have continued to coordinate information related to water and sewer systems with the IDA's Consultant Team throughout the past month.
- The IDA has engaged a consultant to evaluate Village water and sewer services for the park.

#### ACOE Study of the East Canada Creek

- Continuing to collect information related to points of erosion along the creek corridor and photos / video of the recent ice jam and provide that information to ACOE.

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

- Filed an extension request for this project to November 2023.

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#### **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*)

#### **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 Video/Condition Assessment Into GIS / HOCCPP System
- Main Street Sanitary Sewer Project / Financing, EFC

**ARPA Project List**

- Primary Tank Concrete Repairs (completed)
- WTP Instrumentation (completed)
- MH Inspections (completed)
- 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

**General**

- Brownfields Opportunity Area Project w/ IDA

***Bridge NY Consultant  
Resolution # 175-2022***

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

Motion to select Barton & Loguidice as the consultant for the Bridge NY program at no-cost to the village. B&L will submit applications for the Beaver Brook Culvert and Fink Creek Culvert. Sec. Trustee Kraszewski. Ayes all.

AYES: Trustees Jaquay, Kraszewski, Madore, Martyniuk

NAYS: None

ADOPTED – December 19, 2022

***Dolgeville Main Street  
Sewer Improvements  
Village of Dolgeville  
Board of Trustees  
Declaring the Intent to  
Act as Lead Agency  
Resolution # 176-2022***

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

WHEREAS, the Village of Dolgeville (Village) is proposing the Village of Dolgeville Main Street Sewer Improvements Project (Project), located in the Village of Dolgeville, Herkimer and Fulton Counties, New York; and

WHEREAS, the Project has been classified as a “Type 1 Action” as defined by the state Environmental Quality Review Act (SEQRA) in 6 NYCRR Part 617.2; and

WHEREAS, it is the intent of the Village of Dolgeville Board of Trustees to assume the role of “Lead Agency” for

purposes of conducting a SEQRA/SERP assessment of the Project;  
and

WHEREAS, Part 1 of a Full Environmental Assessment Form (FEAF) has been completed, reviewed by the Village of Dolgeville Board of Trustees, and will be circulated to identified interested and involved Agencies for purposes of establishing the Village of Dolgeville Board of Trustee as “Lead Agency” in accordance with 6NYCRR Part 617.6(b).

NOW, THEREFORE, BE IT

RESOLVED AND DETERMINED, that the Mayor of the Village of Dolgeville hereby is authorized to sign Part 1 of the FEAF (Page 13); and it is further

RESOLVED, that the Mayor of the Village of Dolgeville and the Village Board of Trustees, together with the Village of Dolgeville legal counsel and B&L, are hereby authorized to take all actions, serve all notices, and complete all documents required to give full force and effect to this determination.

AYES: Trustees Jaquay, Kraszewski, Madore, Martyniuk

NAYS: None

ADOPTED – December 19, 2022

***Main Street Sanitary  
Sewer Improvements  
Supplement for  
Additional Design/  
Engineering Services  
Barton & Loguidice  
Resolution # 177-2022***

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

Motion to approve Barton & Loguidice additional design and engineering services for a revised project as presented:

Preliminary Design (Survey and SEQR)	\$ 18,500
Final Design	\$ 325,000
Expenses	\$ 2,500

AYES: Trustees Jaquay, Kraszewski, Madore, Martyniuk

NAYS: None

ADOPTED – December 19, 2022

***SEQR – Timmerman St.***

Place on hold. Village is awaiting feedback from D.E.C., D.O.H. and County Planning.

***Village Engineer  
Monthly Report***

By Trustee Kraszewski

Motion to approve and place on file the December 2022

Village Engineer report as submitted. Sec. Trustee Madore. Ayes all.

### **Public Comment**

#### ***Donna DeLucco Dolgeville Forward***

Donna DeLucco member of Dolgeville Forward came before the Board on the following:

Donna provided the Board with a fund raising/matching funds flyer for the Dolgeville Forward – Cat Program that provides matching funds from Staffworks.

### **Department Heads**

#### **Police Department**

##### ***Civil Service List***

Village returned list with declinations.

#### **Code Enforcement**

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

##### ***Building Permits***

Residents are not getting building permits for eligible projects. Village will review our current permit, local law and update as needed.

#### ***Code Enforcement Monthly Report***

By Trustee Kraszewski

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

### **D.P.W.**

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

#### ***Sweeper***

Dave is looking at a sweeper for approximately \$ 265,000/lease 3 years using Chips money.

#### ***Fire Alarm System***

We are currently on a fire alarm auto dialer system. Village will look into a contract for the system.

#### ***Call-In Policy***

Village will wait on new chief to set up a policy for call-in (weather related) and Dave will continue checking the streets before calling in employees.

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

By Trustee Madore

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

### **WWTF**

#### ***WWTF Monthly Report***

By Trustee Kraszewski

Motion to approve and place on file the November 18, 2022-December 14, 2022 WWTF report as submitted. Sec. Trustee Madore. Ayes all.

**Water Plant**

***Water Monthly Report***

By Trustee Jaquay

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

**Treasurer**

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

By Trustee Jaquay

Motion to place on file the Statement of Expenditures, Encumbrances, Appropriations for the period ending 11/21/22 and 12/19/22. Sec. Trustee Madore. Ayes all.

***Balance Sheet***

By Trustee Jaquay

Motion to place on file the Balance Sheet for the period ending 11/30/22. Sec. Trustee Madore. Ayes all.

**Old Business**

***NYMIR Inspection  
Recommendation Report  
Update***

Village is still working on the inspection report – 7 items completed.

**New Business**

***Check Reconciliation  
Resolution # 178-2022***

By Trustee Kraszewski

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

Sewer Savings <b>3092</b>	*792	10/3/22-11/30/22
Sewer Waste Hauling <b>3076</b>	*405	10/3/22-11/30/22
General Savings <b>3035</b>	*482	10/3/22-11/30/22
Water Fund <b>3050</b>	*490	11/1/22-11/30/22
Trust & Agency <b>8225</b>	*807	10/3/22-11/30/22
D.P.W. Motorized Equip. <b>3068</b>	*788	10/3/22-11/30/22
General Fund <b>8233</b>	*315	10/3/22-11/30/22
Water & Sewer <b>8349</b>	*320	09/01/22-10/2/22
E.D.R.L.F. <b>8330</b>	*448	10/3/22-11/30/22
NYS Affordable Housing <b>8322</b>	*598	10/3/22-11/30/22

AYES: Trustees Jaquay, Kraszewski, Madore, Martyniuk

NAYS: None

ADOPTED – December 19, 2022



***Payroll Certification  
Resolution # 179-2022***

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

WHEREAS, Michele Weakley hereby submits for certification the following payroll period of 10/29/22-11/11/22 in the amount of \$ 35,274.54 be approved for payment from the appropriation authorized by the Village of Dolgeville Board of Trustees.

AYES: Trustees Jaquay, Kraszewski, Madore, Martyniuk

NAYS: None

ADOPTED – December 19, 2022

***Payroll Certification  
Resolution # 180-2022***

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

WHEREAS, Michele Weakley hereby submits for certification the following payroll period of 11/12/22-11/25/22 in the amount of \$ 30,803.66 be approved for payment from the appropriation authorized by the Village of Dolgeville Board of Trustees.

AYES: Trustees Jaquay, Kraszewski, Madore, Martyniuk

NAYS: None

ADOPTED – December 19, 2022

***Dolgeville Forward***

Dolgeville Forward submitted another donation for Christmas decorations.

***Village Election  
Resolution # 181-2022***

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

WHEREAS, the next Village Election of Offices will be March 21, 2023, and

WHEREAS, the Board of Trustees must designate by resolution and publish the offices which are to be filled in such election and the terms thereof:

NOW THEREFORE BE IT RESOLVED;

Section 1. That the Board of Trustees designates the following offices as being vacant at the end of the current official year to be filled at the Village Election to be on March 21, 2023 for the following terms:

Trustee (1) - One (1) Year

Section 2. The Village Clerk is hereby directed to publish this resolution in the Times-Telegram newspaper.

Section 3. This shall take effect immediately.

AYES: Trustees Jaquay, Kraszewski, Madore, Martyniuk

NAYS: None

ADOPTED – December 19, 2022

***Water Reduction***

Water shut-off temp. – 28 North 2<sup>nd</sup> Street.

***East Canada Creek  
Fire District Election  
Results***

Ruth Jaikin – 11 Votes

Bruce Lyon – 9 Votes

**Attorney**

Village Attorney came before the Board on the following:

***ZBA Fees***

ZBA should meet and review current laws and fees. Village will check with Town of Manheim regarding engineering/attorney fees for projects.

**Future Meetings**

Regular Meeting January 17, 2023 @ 6:00 p.m. – Village Hall.

**Adjournment**

By Trustee Kraszewski

Motion to adjourn regular meeting at 7:40 p.m. Sec. Trustee Martyniuk. Ayes all.

\_\_\_\_\_ Mayor

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