

REGULAR MEETING
DOLGEVILLE VILLAGE BOARD OF TRUSTEES
JUNE 17, 2024

PRESENT:

MAYOR: Mary E. Puznowski
TRUSTEES: Robert P. Dyer
Craig A. Eggleston
Laura Madore-ABSENT
Marilyn Williams

ATTORNEY: Karl Manne

RECORDING SECRETARY:

Tammy L. Chmielewski

ATTENDED: Chet Szymanski, Donna DeLucco, David Jaquay, Amy Mowers, Matthew Wright, Philip Green, Gary Farquhar, Amber Kraszewski, Sophia Puznowski.

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.

**Appointment
Playground Director
Resolution # 237-2024**

The following resolution offered by Trustee Williams sec. Trustee Dyer. Ayes all.

Playground Director – Danielle Lagrange

AYES: Trustees Dyer, Eggleston, Williams

NAYS: None

ABSENT: Trustee Madore

ADOPTED – June 17, 2024

Youth Commission will interview for Asst. Director.

**Approval of
Meeting Minutes**

By Trustee Dyer

Motion to approve and place on file the meeting minutes of May 20, 2024 and May 30, 2024. Sec. Trustee Eggleston. Ayes all.

***Standard Work Day and
Reporting Resolution -
238-2024***

The following resolution offered by Trustee Williams sec. Trustee Eggleston. Ayes all.

BE IT RESOLVED, the VILLAGE OF DOLGEVILLE hereby establishes the following as a standard workday for appointed officials and will report the following day 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 E. Puznowski – Workday 8 hrs., Term 4/4/22-3/31/26 – 8.60 days per month.

AYES: Trustees Dyer, Eggleston, Williams

ABSENT: Trustee Madore

NAYS: None

ADOPTED – June 17, 2024

**Abstract of
Audited Vouchers
Resolution # 239-2024**

The following resolution offered by Trustee Dyer sec. Trustee Eggleston. Ayes all.

RESOLVED, that the Clerk be and hereby authorized to sign the Abstract of Audited Vouchers June 3, 2024 from the following funds for the amount specified:

GENERAL	\$ 18,182.05
SEWER FUND	\$ 6,843.70
WATER FUND	\$ 252.26
TRUST & AGENCY FUND	\$ 404.68
CAPITAL FUND	\$

AYES: Trustees Dyer, Eggleston, Williams

NAYS: None

ABSENT: Trustee Madore

ADOPTED – June 17, 2024

**Abstract of
Audited Vouchers
Resolution # 240-2024**

The following resolution offered by Trustee Eggleston sec. Trustee Dyer. Ayes all.

RESOLVED, that the Clerk be and hereby authorized to sign the Abstract of Audited Vouchers June 17, 2024 from the following funds for the amount specified:

GENERAL	\$ 47,748.74
SEWER FUND	\$ 3,605.49
WATER FUND	\$ 22,673.33
TRUST & AGENCY FUND	\$
CAPITAL FUND	\$

AYES: Trustees Dyer, Eggleston, Williams

NAYS: None
ABSENT: Trustee Madore
ADOPTED – June 17, 2024

**Budgetary Transfer
Resolution # 241-2024**

The following resolution offered by Trustee Eggleston sec. Trustee Dyer. Ayes all.

FROM: TBD – Guidance from State Comptroller \$ 28,664.99

TO: AO5110.419 – TEP Grant Account \$ 28,664.99

AYES: Trustees Dyer, Eggleston, Williams
NAYS: None
ABSENT: Trustee Madore
ADOPTED – June 17, 2024

***RFQ Engineering and
Technical Services for
Issues related to
Industrial wastewater
Management and State
Pollution Discharge
Elimination System
(SPEDES) Regulatory
Compliance
Resolution # 242-2024***

The following resolution offered by Trustee Dyer sec. Trustee Eggleston. Ayes all.

Motion to invite submissions from qualified engineering firms to provide professional engineering and technical services to address issues related to industrial wastewater management and State Pollution Discharge Elimination System (SPEDES) regulatory compliance. Sec. Trustee Eggleston. Ayes all.

AYES: Trustees Dyer, Eggleston, Williams
NAYS: None
ABSENT: Trustee Madore
ADOPTED – June 17, 2024

Village Engineer

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

Active Projects

IDA Elevated Water Storage Tank Project

- Progress continues on the design of the IDA Elevated Water Storage Tank Project.

- I attended the recent meeting that was held on June 4, 2024, at Village Hall.
- The 30% design plans have been reviewed, and work on the 60% design phase is currently underway.
- Additional survey work for valve vaults is scheduled soon.
- A site visit to Gehring Tricot is planned for later this month to assess the impact of decreased water pressure at the facility.
- Specific design preferences and potential bid alternates were discussed, ensuring the project remains on schedule.

North Main Street Floodplain Creation and Preservation Project – NYSDEC Contract No. C01223GG

- I am currently reviewing the 95% project drawings that were delivered to the Village last week.
- Coordination with the Main Street Sewer Project is ongoing to ensure integration (and no duplication of costs) between the two projects.

Dolgeville Center Park Rehabilitation Project - Environmental Protection Fund: Parks, Preservation, and Heritage Grants (Contract Number: EPF-182340)

- Meetings were held on May 20 and 21, 2024, with Saratoga Associates and NYS Parks Representative Sunshine Jenkins to discuss the first reimbursement request and the project layout going forward.
- The project scope continues to align with the original contract, with adjustments made for financial constraints.
- An updated project budget has been prepared to reflect current and projected costs.

Main Street Sewer Project

- Over the past month, Amy Mowers and I have completed our review of the design drawings provided by Barton & Loguidice. We combined our comments into one set of drawings, which were scanned and delivered to Barton & Loguidice on June 10, 2024.

Fink Creek Storm Drainage System Project 4472DR-NY [130884]

- The engineering agreement from Barton & Loguidice is still pending.

Timmerman Street Water and Sewer Extension

- We are currently awaiting communication from the Department of Health regarding the review of the proposed water system extension.

Halloween Flood Event (404 Mitigation Program) DR4472 Project

- Topsoil and hydroseeding are scheduled for completion by June 16, 2024.
- This project is nearly complete, and we expect a closeout site visit from DHSES representatives soon.

Headworks Analysis and Consultant RFQ Draft for WWTP

- After discussions with NYSDEC and Amy Mowers I have prepared an RFQ for the Village to procure much-needed technical and permitting assistance for the Wastewater Treatment Plant related to the NYSDEC / USEPA Industrial User Permits.
- A draft of the RFQ is available for this board meeting.

Wastewater Treatment Plant Repair Project, FEMA-4129-DR-NY

- The Village must reimburse DHSES \$485,750.98 due to FEMA de-obligation. The reason for the de-obligation of a portion of the overall repair project is unclear at this time.
- A meeting with DHSES staff is scheduled for June 27, 2024, to discuss this and other pending projects.

Brayton Court Sewer Project

- I reviewed a resubmission of an application for a new sewer service connection on Brayton Court this past month and issued another review letter.
- In the meantime, questions surrounding the existence of a suitable village-owned sewer main on Brayton Court arose.
- I will be working with our intern and Amy Mowers late next week to perform field investigations and complete a field survey for the possible design of a new sewer main on Brayton Court.

General

- EPA Lead and Copper Rule Changes (deadline of October 16, 2024)
- Brownfields Opportunity Area Project w/ IDA

DPW Project List

- Repair / replacement of 4 major creek culverts throughout Village
- Vehicle acquisition / replacement planning
- Co-funding sources for Main Street Paving / ADA Compliance Project
- DPW Garage Construction Grants (CHIPS?)
- Greenway Extension Grants (Main Street to Gehring Tricot)
- 2nd Street Drainage Improvements (*on hold*)

- Van Buren Street Erosion / Streambank Protection
- Water Transmission Main Clearing

WTP / Water Distribution System Project List

- Siding Repairs at Rear of WTP
- Water Transmission Main Mapping (after water service data collection, before access road clearing)
- Preliminary Engineering Report for System {needed for future grant applications}

WWTP / Collection System Project List

- Phosphorous Removal Limits Changing, 1.0 (EPG)
- Incorporate Video/Condition Assessment Into GIS / HOCCPP System
- WWTP Study / Proposed Upgrades for IDA Project

Creeks and Flood Prevention

- East Canada Creek Sediment / Hydraulics; Dam Removal
- Van Buren Street Ice Jam / Flooding; ACOE Design and Permitting
- Beaver Brook Floodplain Study / LOMR – New County Flood Maps?
- ACOE East Canada Creek – Erosion and WWTP Protection (*on hold, waiting for NYSDEC*)

***Village Engineer
Monthly Report***

By Trustee Williams

Motion to approve and place on file the June 2024 Village Engineer report as submitted. Sec. Trustee Dyer. Ayes all.

Department Heads

D.P.W.

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

Banners

The school banners will be on the poles for approximately 6 weeks.

Violet Festival

Violet Festival Committee - Marilyn Williams thanked D.P.W. for their help during Violet Festival.

D.P.W. Monthly Report

By Trustee Williams

Motion to approve and place on file the June 2024 D.P.W. report as submitted. Sec. Trustee Eggleston. Ayes all.

WWTF

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

PESH Inspection Update

Roof guard system installation was complete prior to the June 1st deadline. Amy will submit paperwork to seek reimbursement from the DOL Hazard Abatement Board program that could reimburse 75% of cost of project to remove safety hazards if it is selected.

WWTF Monthly Report

By Trustee Eggleston

Motion to approve and place on file the May 16, 2024 – June 12, 2024 WWTF report as submitted. Sec. Trustee Dyer. Ayes all.

Police Department

Chief of Police Matthew Wright came before the Board on the following:

Violet Festival

Violet Festival Committee - Marilyn Williams thanked D.P.W. for their help during Violet Festival.

***Police Dept. Resignation
Resolution # 243-2024***

The following resolution offered by Trustee Williams sec. Trustee Eggleston. Ayes all.

Motion to accept the resignation of Seyed Armin Safizadeh Shabastary as Part Time Patrolman effective June 5, 2024. Sec. Trustee Eggleston. Ayes all.

AYES: Trustees Dyer, Eggleston, Williams

NAYS: None

ABSENT: Trustee Madore

ADOPTED – June 17, 2024

***Police Dept. Retirement
Chief of Police
Resolution # 244-2024***

The following resolution offered by Trustee Williams sec. Trustee Dyer. Ayes all.

Motion to accept the retirement from Chief of Police Matthew Wright effective August 16, 2024. Sec. Trustee Dyer. Ayes all.

AYES: Trustees Dyer, Eggleston, Williams

NAYS: None

ABSENT: Trustee Madore

ADOPTED – June 17, 2024

***Agreement to Provide
Professional Services
For Extreme Risk Orders
(E.R.P.O.)
Resolution # 245-2024***

The following resolution offered by Trustee Eggleston sec. Trustee Williams. Ayes all

Motion authorizing Mayor Mary E. Puznowski sign the Agreement to Provide Professional Services for E.R.P.O. cases as presented by Kenneth L. Ayers, Esq. and The Ayers Law Firm, PLLC. Sec. Trustee Williams. Ayes all.

AYES: Trustees Dyer, Eggleston, Williams

NAYS: None

ABSENT: Trustee Madore

ADOPTED – June 17, 2024

Benefit Time

Chief Matthew Wright is inquiring how to proceed with benefit time before his retirement. The Board will discuss with Chief Wright.

Police Monthly Report

By Trustee Eggleston

Motion to approve and place on file the June 2024 Police report as submitted. Sec. Trustee Dyer. Ayes all.

Code Enforcement

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

***Code Enforcement
Monthly Report***

By Trustee Eggleston

Motion to approve and place on file the May 20, 2024 – June 17, 2024 Code Enforcement report as submitted. Sec. Trustee Dyer. Ayes all.

Water Plant

***Lead and Copper Rule
(LCRR) Service Line
Inventories***

The next steps will take effect October 16, 2024:

Submit an initial service line inventory to your state regulatory agency. The inventory must be available publicly.

Within 30 days after submission, provide notification to people served by the water system at the service connections with a lead, galvanized requiring replacement (GRR), or lead status unknown service line. Delivery must be by mail or by another state-approved method.

Notify all customers within 24 hours following a lead action level exceedance (15 parts per billion).

***Full-Time Water
Treatment Plant
Operator Trainee***

Resolution # 246-2024

The following resolution offered by Trustee Williams sec. Trustee Dyer. Ayes all.

Motion to accept applications for a Full-Time Water Treatment Operator Trainee. Sec. Trustee Dyer. Ayes all.

AYES: Trustees Dyer, Eggleston, Williams

NAYS: None

ABSENT: Trustee Madore

ADOPTED – June 17, 2024

Water Monthly Report

By Trustee Williams

Motion to approve and place on file the June 17, 2024 water report as submitted. Sec. Trustee Eggleston. Ayes all.

Treasurer

Village Treasurer Amber Kraszewski came before the Board on the following:

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

By Trustee Williams

Motion to place on file the Statement of Expenditures, Encumbrances, Appropriations for the period ending 5/31/24. Sec. Trustee Eggleston. Ayes all.

Balance Sheet

By Trustee Williams

Motion to place on file the Balance Sheet for the period ending 5/31/24. Sec. Trustee Eggleston. Ayes all.

Old Business

F & W Forestry Proposal

Village will schedule a meeting next month.

New Business

***Check Reconciliation
Resolution # 247-2024***

By Trustee Eggleston

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

Unemployment Acct. **5201** 4/1/24-4/30/24
Balance - \$ 36,398.84

Sewer Savings **5193** 5/1/24-6/2/24
Balance - \$ 406,790.36

Helterline Park **5185** 2/1/24-4/30/24
Balance - \$ 3,522.39

Sewer Waste Hauling **5219** 4/1/24-4/30/24

Balance - \$ 22,443.14	
General Savings 5177 \$ 623,460.99	5/1/24-6/2/24
Water Savings 5232 Balance - \$ 152,261.59	5/1/24-6/2/24
Spohn's Disposal 3043	No report/update
Trust & Agency 8225 Balance - \$ 7,547.77	5/1/24-6/2/24
D.P.W. Motorized Equip. 3068 Balance - \$ 33,347.16	4/1/24-4/30/24
General Fund 8233 Balance - \$ 222,247.75	5/1/24-6/2/24
Water & Sewer 8349 Balance - \$ 65,613.29	5/1/24-6/2/24
E.D.R.L.F. 8330 Balance - \$ 149,203.05	4/1/24-4/30/24
Police Vehicle 3118	No report/update
NYS Affordable Housing 8322 Balance - \$ 47,786.37	4/1/24-4/30/24
Water Capital Reserve 5227 Balance - \$ 2,594.89	5/1/24-6/2/24
General Savings 3842 Balance - \$ 41,490.61	4/1/24-4/30/24
North Main St. Homes 5474 Balance - \$ 4,806.78	2/1/24-4/30/24
Main St. Sewer Improvements 5466 Capital Reserve Balance - \$ 100.00	4/1/24-4/30/24
Fink Creek Capital Reserve 5458 Balance - \$ 100.00	4/1/24-4/30/24
Center Park Restoration Capital Res. 5441 Balance - \$ 100.00	4/1/24-4/30/24

AYES: Trustees Dyer, Eggleston, Williams

NAYS: None
ABSENT: Trustee Madore
ADOPTED – June 17, 2024

***Payroll Certification
Resolution # 248-2024***

The following resolution offered by Trustee Eggleston
sec. Trustee Dyer. Ayes all.

WHEREAS, Amber Kraszewski hereby submits for
certification the following payroll period of 5/11/24-5/24/24 in
the amount of \$ 51,418.88be approved for payment from the
appropriation authorized by the Village of Dolgeville Board of
Trustees.

AYES: Trustees Dyer, Eggleston, Williams
NAYS: None
ABSENT: Trustee Madore
ADOPTED – June 17, 2024

***Payroll Certification
Resolution # 249-2024***

The following resolution offered by Trustee Eggleston
sec. Trustee Dyer. Ayes all.

WHEREAS, Amber Kraszewski hereby submits for
certification the following payroll period of 5/25/24-6/7/24 in
the amount of \$ 26,991.54be approved for payment from the
appropriation authorized by the Village of Dolgeville Board of
Trustees.

AYES: Trustees Dyer, Eggleston, Williams
NAYS: None
ABSENT: Trustee Madore
ADOPTED – June 17, 2024

***The Authority
2023 Annual Report***

Place on file.

***FEMA – Letter of Map
Revision (LOMR)***

FEMA Letter of Map Revision – 5/21/24 – Effective - 11/21/24
Case No: 23-02-0219P

***State Comptrollers
Report of Examination
Treasurer's Records and
Reports – 2024M-28
Village Response to Audit
Recommendations
Resolution # 250-2024***

The following resolution offered by Trustee Eggleston sec.
Trustee Dyer. Ayes all.

Motion to submit Village response for corrective action as required per the State Comptroller's report. Sec. Trustee Dyer. Ayes all.

Playground Signage

Village will order signage "Court Rules" for the new basketball/pickleball court.

Attorney

Village Attorney Karl Manne came before the Board on the following:

Cell Tower Update

No update. Mayor Puznowski will reach out to AT&T.

Future Meetings

Special Meeting – June 26th @ 3:00 p.m. – Shared Services
Regular Meeting – July 15th @ 6:00 p.m. – Village Hall

Adjournment

By Trustee Williams

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

_____ Mayor

_____ Village Clerk