

REGULAR MEETING  
DOLGEVILLE VILLAGE BOARD OF TRUSTEES  
JANUARY 21, 2025

PRESENT:

MAYOR: Mary E. Puznowski  
TRUSTEES: Robert P. Dyer  
Robert Gridley  
Brian Randall  
Marilyn Williams

ATTORNEY: Karl Manne

RECORDING SECRETARY:

Tammy L. Chmielewski

ATTENDED: Noelle Miller-Gridley, David Jaquay, Philip Green, Amber Kraszewski, Michael Taylor, Darren Smith.

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  
Police Department  
Resolution # 1-2025***

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

Motion to accept the resignation from Part-Time Patrolman Dylan Evans June 22, 2023, please note received 1/2/25 email. Sec. Trustee Randall. Ayes all.

AYES: Trustees Dyer, Gridley, Randall, Williams  
NAYS: None  
ADOPTED – January 21, 2025

***Appointment Part Time  
Assistant Grants Manager  
Resolution # 2-2025***

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

Motion to appoint Erica Fahd as Part Time Assistant Grants Manager effective January 21, 2025, 10-20 hrs./wk. @ \$ 25.00/Hr. Sec. Trustee Williams. Ayes all.

AYES: Trustees Dyer, Gridley, Randall, Williams  
NAYS: None  
ADOPTED – January 21, 2025

***Appointment Election  
Inspectors***



SEWER FUND	\$	6,117.64
WATER FUND	\$	5,724.72
TRUST & AGENCY FUND	\$	12,469.83
MAIN ST. SEWER	\$	22,343.04

ABSTRACT OF AUDITED VOUCHERS  
JANUARY 6, 2025

TRUST & AGENCY FUND	\$	12,469.83
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ABSTRACT OF AUDITED VOUCHERS  
JANUARY 14, 2025

GENERAL FUND	\$	27,325.11
SEWER FUND	\$	146,480.34
WATER FUND	\$	35,284.76

ABSTRACT OF AUDITED VOUCHERS  
JANUARY 16, 2025

TRUST & AGENCY FUND	\$	3.63
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AYES: Trustees Dyer, Gridley, Randall, Williams  
NAYS: None  
ADOPTED – January 21, 2025

*Village Engineer*

N/A

*Main Street Sewer  
Improvements Project  
Bid Award  
Resolution # 355-2024*

**UPDATED – 1/21/25\*\*\*\*\*ON HOLD\*\*\*\*\***

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

Motion to accept the bid from Carver Construction of \$ 6,052,742.50 + 2,109,402.50 = \$ 8,162,145.00 after Mayor Puznowski read the following:

**This award is contingent upon USEPA’s review and approval of the lowest bid package and proof of publication.**

AYES: Trustees Dyer, Gridley, Randall, Williams  
NAYS: None  
ADOPTED – December 23, 2024

***F&W Forestry Services  
Contract  
Resolution # 4A-2025***

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

Motion authorizing Mayor Mary E. Puznowski sign the contract for forestry services with F & W Forestry Services, Inc. as presented for tax parcel 102.2-1-39. Contract date December 4, 2024 – December 31, 2025. Sec. Trustee Randall. Ayes all.

AYES: Trustees Dyer, Gridley, Randall, Williams

NAYS: None

ADOPTED – January 21, 2025

***NYS DOT Right of  
Way SH 868  
Advance Payment  
Resolution # 5-2025***

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

WHEREAS, the State of New York has taken or is in the process of taking a portion of the land owned by the The Village of Dolgeville through the process of eminent domain for the purposes of improving the Southwest corner at the insection of Cramer Lane and South Main Street;

WHEREAS, the State has offered to pay the The Village of Dolgeville’s property along Southwest corner at the insection of Cramer Lane and South Main Street as depicted on May(s) 18, as Parcel(s) 20;

WHEREAS, an agreement to accept said money (an Agreement for Advance Payment) has been signed on behalf of the The Village of Dolgeville by Mary E. Puznowski, Mayor;

WHEREAS, the The Village of Dolgeville Board of Trustees of the The Village of Dolgeville is the governing body of the The Village of Dolgeville; and

WHEREAS, the Village of Dolgeville Board of Trustees is meeting on this 21<sup>st</sup> day of January, 2025, after proper notice to consider this matter; and

WHEREAS, the The Village of Dolgeville wishes to ratify the Agreement for Advance Payment and to appoint Mary E. Puznowski, as Mayor, as the person to execute closing papers on behalf of the The Village of Dolgeville;

IT IS, UPON MOTION DULY MADE AND SECONDED,  
RESOLVED THIS 21<sup>ST</sup> DAY OF JANUARY, 2025

THAT, the Agreement for Advance Payment is hereby accepted and ratified;

THAT, Mary E. Puznowski is hereby designated as the person to execute any and all closing paper with regard to this transfer to the State of New York.

AYES: Trustees Dyer, Gridley, Randall, Williams

NAYS: None

ADOPTED – January 21, 2025

*Agreement Between  
NYSDOT and The  
Village of Dolgeville  
P.I.N. 2LC1.01 UR # 8A  
Culvert Resiliency  
Project 21-Contract 1  
Project SH 868  
Resolution # 6-2025*

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

Motion authorizing Mayor Mary E. Puznowski to execute any and all agreements with the New York State Department of Transportation regarding the State’s construction project **PIN 2LC1.01 Culvert Resiliency Project 21-Contract-1**, and The Village of Dolgeville, Herkimer County. Sec. Trustee Randall. Ayes all.

AYES: Trustees Dyer, Gridley, Randall, Williams

NAYS: None

ADOPTED – January 21, 2025

*NYSDOT and The  
Village of Dolgeville  
P.I.N. 2LC1.01 UR # 8A  
Culvert Resiliency  
Project 21-Contract 1  
Resolution Granting the  
State of New York Authority  
To Perform the Adjustment  
For the Owner and  
Agreeing to Maintain  
Facilities Adjusted Via  
State-let Contract  
Resolution # 6A-2025*

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

WHEREAS, the New York State Department of Transportation proposes the **reconstruction**, of **Culvert**

**Resiliency Project 21-Contract 1, Village of Dolgeville, Herkimer County, PIN 2LC1.02, and**

WHEREAS, the State will include as part of the construction, reconstruction, or improvement of the above mentioned project the relocation and adjustment to water mains and appurtenances, pursuant to Section 10, Subdivision 24, of the State Highway Law, as shown on the contract plans relating to the project and meeting the requirements of the owner, and

WHEREAS, the service life of the relocated and or replaced utilities has not been extended, and

WHEREAS, the State will provide for the reconstruction of the above mentioned work, as shown on the contract plans relating to the above mentioned project.

NOW, THEREFORE BE IT RESOLVED

That the **Village of Dolgeville** approves of the relocation of and adjustment to their **water mains** and appurtenances and the above-mentioned work performed on the project on the project and shown on the contract plans relating to the project and that the **Village of Dolgeville's, Water Department** will maintain or cause to be maintained the adjusted facilities performed as above state and as shown on the contract plans.

BE IT FURTHER RESOLVED that **Village of Dolgeville's, Mayor** has the authority to sign, with the concurrence of the **Village of Dolgeville's Water Department**, and any all documentation that may become necessary as a result of this project as it relates to the **Village of Dolgeville's Water Department** and

BE IT FURTHER RESOLVED: That the **Village Clerk** of the **Village of Dolgeville** is hereby directed to transmit five (5) certified copies of the forgoing resolution to the New York State Department of Transportation.

AYES: Trustees Dyer, Gridley, Randall, Williams

NAYS: None

ADOPTED – January 21, 2025

***Route 29 Bridge  
Replacement  
Use of Schuyler-Ingham  
Park and Luther Park  
Resolution # 6B-2025***

The following resolution offered by Trustee Randall sec. Trustee Gridley. Ayes all.

Motion authorizing the NYSDOT the de-minimus use of Schuyler Ingham Park and the temporary occupancy of Luther Park for the upcoming Rte. 20 bridge replacement project. Sec. Trustee Gridley. Ayes all.

AYES: Trustees Dyer, Gridley, Randall, Williams

NAYS: None

ADOPTED – January 21, 2025

*NYS Parks & Rec.  
Center Park  
Extension Request  
Contract # EPF-18230*

Place on hold due to the involvement with the NY Forward grant.

*Village Engineer  
Monthly Report*

### **Active Projects**

#### **Water Treatment Plant Operations**

- Continued work with the treatment plant operator on addressing turbidity issues. Preparations are underway for cleaning and backwashing a filter bed later this month. Plans include additional sand sampling to compare hydraulic loading impacts across different beds.

#### **Main Street Sewer Project**

- A significant amount of time was spent reviewing bid tabulations and addressing errors from the apparent low bidder, Jablonski Excavating. After extensive discussions, Jablonski Excavating withdrew their bid.

#### **Center Park Rehabilitation Project**

- Submitted a grant extension request to NYS Parks for the Center Park Rehabilitation project, proposing a new completion timeline through December 2026. This includes updated milestones for construction and rebidding, allowing the Village to utilize NY Forward grant funds to supplement this project.

#### **NY Forward Small Project Fund**

- Assisted the village in preparing grant documents and required forms for submission to NYS Homes and Community Renewal.

## **Quarterly NYSDOT Meeting: Main Street Sewer / Beaver Brook Culvert / Route 29 Bridge Replacement**

- Attended a meeting with NYSDOT and the Village of Dolgeville to review ongoing projects and future collaboration opportunities. Meeting notes are available as an attachment to this report for further details.

### **General**

- EPA Lead and Copper Rule Projects
- 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)
- 2<sup>nd</sup> Street Drainage Improvements (*on hold*)
- Van Buren Street Erosion / Streambank Protection
- Water Transmission Main Clearing (*on hold*)

### **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
- New FEMA Flood Maps (*in process*)
- 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 January 2025

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

**Public Comment**

Noelle Miller-Gridley thinks the hiring of Erica Fahd as Asst. Grant Administrator is a good idea due to all the upcoming projects in the village.

**Department Heads**

**WWTF**

***WWTF Monthly Report***

By Trustee Williams

Motion to approve and place on file the December 12, 2024 – January 15, 2025, WWTF report as submitted. Sec. Trustee Randall. Ayes all.

**Water Plant**

***Water Monthly Report***

By Trustee Williams

Motion to approve and place on file the January 20, 2025 water report as submitted. Sec. Trustee Gridley. Ayes all.

**Police Department**

O.I.C. Darren Smith came before the Board on the following:

The mayor received a complaint about snowmobiles on the sidewalks. The department will talk to the local snowmobile clubs. The police department will follow up and report back to the mayor.

***Police Monthly Report***

By Trustee Williams

Motion to approve and place on file the January 2025 Police report as submitted. Sec. Trustee Gridley. Ayes all.

***Appointment – O.I.C.  
Police Department  
Resolution # 7-2025***

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

Motion to appoint Philip J. Klosner O.I.C. effective January 21, 2025. Sec. Trustee Randall Ayes all.

AYES: Trustees Dyer, Gridley, Randall, Williams

NAYS: None

ADOPTED – January 21, 2025

Philip Klosner is scheduled to take the Police Chiefs test.

**Code Enforcement**

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

***NYS Dept. of State  
Building Standards  
And Codes Annual  
Report***

Code Enforcement Officer Philip Green submitted The Uniform Code Administration and Enforcement Report for the reporting year 2024.

***Code Enforcement  
Monthly Report***

By Trustee Randall

Motion to approve and place on file the 12/15/24 – 1/20/25 Code Enforcement report as submitted. Sec. Trustee Gridley. Ayes all.

**D.P.W.**

***Police 2017 Dodge  
Charger Sale  
Resolution # 8-2025***

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

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

Motion to approve the sale of the Police 2017 Dodge Charger in the amount of \$ 4,450.00 as sold by Auctions International on 2/1/2025. Sec. Trustee Gridley. Ayes all.

AYES: Trustees Dyer, Gridley, Randall, Williams

NAYS: None

ADOPTED – January 21, 2025

***Mini Excavator***

Trustee Randall asked questions regarding the mini excavator the D.P.W. is looking to purchase. The D.P.W. and Village Board will continue to look at options for an excavator.

***Budget Submittal***

D.P.W. submitted a Capital Plan for vehicle replacement and wish list for the 2025-2026 budget.

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

By Trustee Randall

Motion to approve and place on file the January 2025 D.P.W. report as submitted. Sec. Trustee Gridley. Ayes all.

**Planning Board**

N/A

**Treasurer**

Village Treasurer Amber Kraszewski came before the Board on the following

***2024 Annual Financial  
Report***

The 2024 Annual Financial Report to the State Comptroller - filed.

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

By Trustee Dyer

Motion to place on file the Statement of Expenditures, Encumbrances, Appropriations for the period ending 1/31/25. Sec. Trustee Randall. Ayes all.

***Balance Sheet***

By Trustee Dyer

Motion to place on file the Balance Sheet for the period ending 12/31/24. Sec. Trustee Randall. Ayes all.

***New York State  
Retirement Benefit Plan  
Section 41(j)  
Resolution # 9-2025***

The following resolution offered by Trustee Randall sec. Trustee Gridley. Ayes all.

BE IT RESOLVED; that the Board of Trustees of the Village of Dolgeville does hereby elect to provide the pension benefit of Section 41(j) of the Retirement and Social Security Law, as presently or hereafter amended.

BE IT FURTHER RESOLVED; that the effective date of such shall be the date this resolution is “**filed**” with the Retirement System. **Once elected, the benefit can never be rescinded.**

AYES: Trustees Dyer, Gridley, Randall, Williams

NAYS: None

ADOPTED – January 21, 2025

**Old Business**

***Workers’ Comp. Update***

Workers’ Comp. 2024 case update placed on file.

**New Business**

***Check Reconciliation  
Resolution # 10-2025***

By Trustee Williams

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

Center Park Restoration - **5441** 12/2/24-12/31/24  
Balance - \$ 9,372.34

D.P.W. - **3068** 10/1/24-12/31/24  
Balance - \$ 37,652.48

Economic Development - **8330** No report/update

Fink Creek - **5458** 12/2/24-12/31/24  
Balance - \$ 481.67

General Fund - **8233** 6/3/24-9/30/24

Balance - \$ 139,419.49	
General Fund Savings – <b>5177</b>	12/2/24-12/31/24
Balance - \$ 872,300.77	
Helterline Park – <b>5185</b>	12/2/24-12/31/24
Balance - \$ 3,590.49	
Housing Rehabilitation – <b>8322</b>	12/2/24-12/31/24
Balance - \$ 47,792.77	
Main St. Sewer Improvements – <b>5466</b>	12/2/24-12/31/24
Balance - \$ 349,195.05	
Money Market Public Fund – <b>3842</b>	12/2/24-12/31/24
Balance - \$ 42,225.08	
N. Main St. Homes – <b>5474</b>	12/2/24-12/31/24
Balance - \$ 252,849.88	
Police Vehicle – <b>3118</b>	10/1/24-12/31/24
Balance - \$ 9,775.13	
Sewer Savings – <b>5193</b>	12/2/24-12/31/24
Balance \$ 425,562.03	
Spohn’s Disposal – <b>3043</b>	10/1/24-12/31/24
Balance – \$ 663.01	
Trust & Agency – <b>8225</b>	No report/update
Unemployment – <b>5201</b>	12/2/24-12/31/24
Balance - \$ 36,686.02	
Waste Water Savings – <b>5219</b>	12/2/24-12/31/24
Balance - \$ 131,796.20	
Water/Sewer – <b>8349</b>	No report/update
Water Capital Reserve – <b>5227</b>	12/2/24-12/31/24
Balance - \$ 2,667.50	
Water Fund Savings – <b>5235</b>	12/2/24-12/31/24
Balance - \$ 72,217.56	
N. Main St. Waterfront Park – <b>5722</b>	12/2/24-12/31/24
Balance – 1,018.94	

AYES: Trustees Dyer, Gridley, Randall, Williams  
NAYS: None  
ADOPTED – January 21, 2025

***Payroll Certification  
Resolution # 11-2025***

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

WHEREAS, Amber Kraszewski hereby submits for certification the following payroll period of 12/7/24-12/20/24 in the amount of \$ 38,718.10 be approved for payment from the appropriation authorized by the Village of Dolgeville Board of Trustees.

AYES: Trustees Dyer, Gridley, Randall, Williams

NAYS: None

ADOPTED – January 21, 2025

***Payroll Certification  
Resolution # 12-2025***

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

WHEREAS, Amber Kraszewski hereby submits for certification the following payroll period of 12/13/24-12/13/24 in the amount of \$ 3,092.59 be approved for payment from the appropriation authorized by the Village of Dolgeville Board of Trustees.

AYES: Trustees Dyer, Gridley, Randall, Williams

NAYS: None

ADOPTED – January 21, 2025

***Payroll Certification  
Resolution # 13-2025***

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

WHEREAS, Amber Kraszewski hereby submits for certification the following payroll period of 12/21/24-1/3/25 in the amount of \$ 38,595.85 be approved for payment from the appropriation authorized by the Village of Dolgeville Board of Trustees.

AYES: Trustees Dyer, Gridley, Randall, Williams

NAYS: None

ADOPTED – January 21, 2025

***IT Contract  
Resolution # 14-2025***

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

Motion to enter into an agreement with Tailored Computer Care to provide IT services for the Village of Dolgeville in the

amount of \$ 7,500.00 (retainer fee). Services provided per proposal dated January 17, 2025. Sec. Trustee Randall. Ayes all.

AYES: Trustees Dyer, Gridley, Randall, Williams

NAYS: None

ADOPTED – January 21, 2025

***Police Application***

Place on file.

**Attorney**

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

***BAN WWTF Digester  
Litigation Certification***

Village Attorney will provide the certification as required.

***Town of Oppenheim/  
Town of Salisbury  
Grievance***

Village Attorney to provide a letter of request for tax exemption/grievance for the towns of Oppenheim and Salisbury as requested.

**Future Meetings**

Special Meeting January 24, 2025 @ 6:00 p.m. – Village Hall.  
Regular Meeting February 24, 2025 @ 6:00 p.m. – Village Hall.

**Adjournment**

By Trustee Williams

Motion to adjourn the regular meeting at 7:20 p.m. Sec. Trustee Dyer. Ayes all.

\_\_\_\_\_ Mayor

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