

REGULAR MEETING
DOLGEVILLE VILLAGE BOARD OF TRUSTEES
JUNE 16, 2025
6:00 P.M.

PRESENT:

MAYOR: Mary E. Puznowski-absent
TRUSTEES: Robert P. Dyer
Robert Gridley-in 6:10 p.m.
Brian Randall
Marilyn Williams

ATTORNEY: Karl Manne

RECORDING SECRETARY:

Tammy L. Chmielewski

ATTENDED: David Jaquay, Rosemarie Boyer, Philip Klosner, Neal Winkler, Amy Mowers, Amber Kraszewski, Makayla Hadcock.

Deputy Mayor Brian Randall 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.

***Retirement
Code Enforcement Officer
Resolution # 84-2025***

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

Motion to accept the resignation of Code Enforcement Officer Philip Green effective June 27, 2025. Sec. Trustee Dyer. Ayes all.

AYES: Trustees Dyer, Randall, Williams
ABSENT: Trustee Gridley
NAYS: None
ADOPTED – June 16, 2025

***Appointment
Youth Commission
Resolution # 85-2025***

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

Motion to appoint Danielle Lagrange to the Youth Commission to replace Mary Lou Huddleston. The term ends @ the annual meeting 2026. Sec. Trustee Dyer. Ayes all.

AYES: Trustees Dyer, Randall, Williams
ABSENT: Trustee Gridley
NAYS: None
ADOPTED – June 16, 2025

***Appointment
Code Enforcement Officer
Resolution # 86-2025***

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

Motion to appoint Philip Green – Code Enforcement Officer effective July 3, 2025. Sec. Trustee Dyer. Ayes all.

AYES: Trustees Dyer, Randall, Williams

ABSENT: Trustee Gridley

NAYS: None

ADOPTED – June 16, 2025

***Approval of
Meeting Minutes***

By Trustee Williams

Motion to approve and place on file the meeting minutes of May 19 and 27, 2025. Sec. Trustee Dyer. Ayes all.

***Budgetary Transfers
Resolution # 88-2025***

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

FROM: A0.1325.101 PART TIME CLERK/GRANTS	\$110.53	
TO: A0.1325.200 TREASURER EQUIPMENT		\$110.53
FROM: A0.1325.101 PART TIME CLERK/GRANTS \$73.32		
TO: A0.1325.400 OFFICE SUPPLIES \$73.32		
FROM: A0.1410.402 YMCA	\$5.13	
TO: A0.1410.400 CLERK/OFFICE SUPPLIES		\$5.13
FROM: A0.1410.402 YMCA	\$148.58	
TO: A0.1410.403 LEGAL NOTICES		\$148.58
FROM: A0.1410.402 YMCA	\$53.84	
TO: A0.1410.406 POSTAGE		\$53.84
FROM: A0.1410.402 YMCA	\$89.64	
TO: A0.1620.400 TELEPHONE		\$89.64
FROM: A0.1410.402 YMCA	\$407.93	
TO: A0.1620.401 ELECTRIC		\$407.93
FROM: A0.1410.402 YMCA	\$129.08	
TO: A0.1620.403 HEAT		\$129.08
FROM: A0.1640.403 MISC.	\$25.85	
TO: A0.1640.401 HEAT		\$25.85
FROM: A0.1640.403 MISC.	\$397.61	
TO: A0.1640.402 ELECTRIC		\$397.61
FROM: A0.3120.104 2ND PATROLMAN	\$10,870.69	
TO: A0.3120.401 CARS-MAIN & OPER. POLICE		\$10,870.69

FROM: A0.3120.104 2ND PATROLMAN	\$187.00
TO: A0.3120.411 UNIFORMS	\$187.00
FROM: A0.1640.100 CENTRAL GARAGE	\$665.16
TO: A0.5010.102 OVERTIME	\$665.16
FROM: A0.1640.100 CENTRAL GARAGE	\$1,293.11
TO: A0.5110.100 WAGES/STREET MAINTENANCE	\$1,293.11
FROM: A0.6410.400 GRANT WRITING FEES	\$3,844.30
TO: A0.5182.400 EXPENSES/STREET LIGHTING	\$3,844.30
FROM: A0.7140.401 SUPPLIES - PLAYGROUND	\$70.34
TO: A0.7140.402 GAS & ELECTRIC	\$70.34
FROM: A0.8010.402 SUPPLIES	\$48.68
TO: A0.8010.100 WAGES/ZONING	\$48.68
FROM: F0.1990.400 ENGINEER	\$81.94
TO: F0.8310.100 SALARIES/TRUSTEES-WATER	\$81.94
FROM: F0.1990.400 ENGINEER	\$35.18
TO: F0.8310.102 SALERIES/CLERK-WATER	\$35.18
FROM: F0.1990.400 ENGINEER	\$1,221.21
TO: F0.8330.100 WAGES/WATER PLANT OPER.	\$1,221.21
FROM: F0.1990.400 ENGINEER	\$1,023.40
TO: F0.8330.401 CHLORINE/PURIFICATION	\$1,023.40
FROM: F0.1990.400 ENGINEER	\$55.10
TO: F0.8330.404 DIESEL/GAS	\$55.10
FROM: F0.1990.400 ENGINEER	\$3,431.00
TO: F0.8330.412 RESERVIOR	\$3,431.00
FROM: G0.1990.400 ENGINEER	\$1,855.59
TO: G0.8130.100 WAGES/OPERATOR - SEWER	\$1,855.59
FROM: G0.1990.400 ENGINEER	\$896.01
TO: G0.8130.101 WAGES/1ST ASST. OPER - SEWER	\$896.01
FROM: G0.1990.400 ENGINEER	\$1,443.35
TO: G0.8130.400 ELECTRIC/WASTEWATER	\$1,443.35

AYES: Trustees Dyer, Gridley, Williams

NAYS: None

ADOPTED – June 16, 2025

***Abstract of
Audited Vouchers
Resolution # 89-2025***

The following resolution offered by Trustee Williams sec. Trustee Dyer. 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:

ABSTRACT OF AUDITED VOUCHERS
MAY 19, 2025

GENERAL FUND	\$ 22,031.45
SEWER FUND	\$ 9,172.09
WATER FUND	\$ 6,465.50
MAIN ST. SEWER IMPROV.	\$ 20,995.65

ABSTRACT OF AUDITED VOUCHERS
MAY 27, 2025

GENERAL FUND	\$ 18,061.17
SEWER FUND	\$ 703.57
WATER FUND	\$ 7,500.32
TRUST & AGENCY FUND	\$ 11,395.75

ABSTRACT OF AUDITED VOUCHERS
JUNE 2, 2025

GENERAL FUND	\$ 50,567.21
SEWER FUND	\$ 2,731.92
WATER FUND	\$ 825.24

ABSTRACT OF AUDITED VOUCHERS
JUNE 9, 2025

TRUST & AGENCY FUND	\$ 15,884.27
---------------------	--------------

AYES: Trustees Dyer, Gridley, Williams

NAYS: None

ADOPTED – June 16, 2025

Village Engineer

Active Projects

Main Street Sewer Project

- Completed floodplain permitting for the project on behalf of the Village this past month.
- NYSDOH plan approvals secured; NYSDEC and NYSEFC reviews are still pending.
- DEC/ACOE permits for stream work near East Canada Creek are under review; excavation restricted near the bank until permits are received. This includes areas near the Route 29 Bridge intersection and south as the roadway is within 50 feet of the stream bank.

- Village DPW recommends hydrant adapters be updated to 5” Storz connections; pending board approval. My recommendation to the board is for the Village to complete this work with their own forces after construction – confirmed this approach with Dave.
- Coordination continues with NYSDOT for the Beaver Brook culvert replacement (start date: August 15, 2025); traffic and restoration plans being refined. Carver will be completed with work in this area before NYSDOT starts their work.
- Multiple unknown lateral connections (some possibly roof drains) found; field review will be completed to determine which need reconnection.
- Construction progress updates:
 - Water main connection completed at Green Street and North Main Street.
 - Sewer main CCTV inspection is complete for the areas of the project to be lined.
 - Hymax couplings used where standard fittings did not match pipe dimensions; product submittals pending.
 - Native backfill approved for water main bedding; larger stone material (>4” dia.) removed as needed. Sewer main bedding will continue in accordance with the approved plans.
 - Driveway access maintained using steel plates as needed; residents are notified in advance of disturbances.
 - One water service (hydrant lateral) break was encountered and capped by the contractor’s forces with no service disruption.
 - Contractor is using water trucks and sweepers to manage dust as weather conditions dry.
 - Pressure-rated sewer fittings and long-radius wyes are under procurement; discussion ongoing about concrete encasement options.
 - Bypass pumping plans are being finalized.
- Next construction progress meeting is scheduled for July 7, 2025 at 10 AM.

Rustic Ties Sewer Extension

- A site meeting and multiple calls were held with representatives from the Village (Amy Mowers, Neal Winkler) and Lamont Engineers to evaluate potential options for the sewer service extension in the Rustic Ties site. Discussions included alignment alternatives and cost estimates.
- Awaiting plans from Lamont Engineers.

North Main Street Floodplain Preservation Project (GRG 2253)

- Following the award of \$1.75 million in Green Resiliency Grant (GRG) funding, extensive work was completed on required documentation, including the project budget, checklist, title certification, and authorized resolutions – submitted to the board prior to this meeting.
- Coordination with NYSDEC and the Department of State (DOS) is ongoing.
- A Zoom meeting was held to confirm project steps and submission procedures.

Dolgeville Center Park Project (NY Forward C1003015)

- Project efforts this past month focused on contract administration and MWBE paperwork for submission to Department of State.
- A detailed project schedule and progress report were developed.
- Coordinated submission of the documents to DOS with Erica Fahd.

Village Engineer Monthly Report

By Trustee Williams

Motion to approve and place on file the June 2025 Village Engineer report as submitted. Sec. Trustee Dyer. Ayes all.

Public Comment

Alley/Street Purchase Request

Makayla Hadcock – 5 Wolf Street is requesting to purchase the alley/street beside her home. The Village is requesting the information/request be submitted in writing.

Department Heads

Playground Program

Youth Commission Chairperson – Rosemarie Boyer came before the Board on the following:

The program could be held and considered a drop off site program this year. The village would not be responsible if children want to leave. We have no bus drivers this year.

The village strongly agrees the program is needed. The village will contact other municipalities to see about modifications to a program.

The program is placed on hold for further information. A special meeting will be held to make a final determination on this year's program.

Water Plant

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

AWQR Report

A notice was mailed out advising customers of the availability of the AWQR and Lead Service Inventory.

Timber Bid Results

Prentiss & Carlisle Management Co.	\$ 51,800.00
Wadsworth Logging, Inc.	\$ 88,125.00

***Timber Bid Award
Resolution # 90-2025***

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

Motion to award the Watershed Timber Bid to Wadsworth Logging, Inc. in the amount of \$ 88,125.00 as presented. Sec. Trustee Gridley. Ayes all.

AYES: Trustees Dyer, Gridley, Williams
NAYS: None
ADOPTED – June 16, 2025

Water Monthly Report

By Trustee Gridley

Motion to approve and place on file the May 16, 2025; water report as submitted. Sec. Trustee Dyer. Ayes all.

Police Department

Officer-In-Charge Philip Klosner came before the Board with the following:

***Basketball Court
Resolution # 91-2025***

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

Motion authorizing the basketball court be left unlocked for a trial period and the police department to continue after hours' patrols for safety. Sec. Trustee Gridley. Ayes all.

AYES: Trustees Dyer, Gridley, Williams
NAYS: None
ADOPTED – June 16, 2025

Police Monthly Report

By Trustee Williams

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

Code Enforcement

N/A

WWTF

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

WWTF Monthly Report

By Trustee Dyer

Motion to approve and place on file the April 16 – June 10, 2025, WWTF report as submitted. Sec. Trustee Gridley. 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 Gridley

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

Planning Board

N/A

Treasurer

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

Single Audit Requirements

The Board will budget for single audits (per financial requirements) for upcoming years due to several on-going projects. The village is currently working with Philip Beckett, C.P.A. office (Eric) on this project.

Treasurer – Friday Hours Schedule

Village Treasurer will not work on Fridays in the months of July and August. This will be determined each week based on the need.

Spohn’s Performance Bond Account Resolution # 92-2025

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

Motion to deposit Spohn’s Disposal Performance Bond check - \$ 21,000.00 into the General Savings account then transfer to the Spohn’s Savings Account; when it’s paid out it will be transferred from Spohn’s Savings to General Checking for distribution. Sec. Trustee Gridley. Ayes all.

AYES: Trustees Dyer, Gridley, Williams

NAYS: None

ADOPTED – June 16, 2025

Harris Utility Billing Software Agreement

The Village will accept an agreement pricing quote (created 5/14/25 – expires 7/31/25) from Harris Local Government for Utility Software when we are ready to proceed. Place on file.

Expenditures, Encumbrances, and Appropriations

By Trustee Williams

Motion to place on file the Statement of Expenditures,

Encumbrances, Appropriations for the period ending 5/31/25. Sec. Trustee Dyer. Ayes all.

Balance Sheet

By Trustee Williams

Motion to place on file the Balance Sheet for the period ending 5/31/25. Sec. Trustee Gridley. Ayes all.

New Business

***Check Reconciliation
Resolution # 93-2025***

By Trustee Williams

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

Center Park Restoration - 5441	5/1/25-6/1/25
D.P.W. - 3068	No report/update
Economic Development - 8330	5/1/25-6/1/25
Fink Creek - 5458	5/1/25-6/1/25
General Fund - 8233	5/1/25-6/1/25
General Fund Savings – 5177	5/1/25-6/1/25
Helterline Park – 5185	5/1/25-6-1/25
Housing Rehabilitation – 8322	5/1/25-6/1/25
Main St. Sewer Improvements – 5466	5/1/25-6/1/25
Money Market Public Fund – 3842	5/1/25-6/1/25
N. Main St. Homes – 5474	5/1/25-6/1/25
Police Vehicle – 3118	No report/update
Sewer Savings – 5193	5/1/25-6/1/25
Spohn’s Disposal – 3043	No report/update
Trust & Agency – 8225	5/1/25-6-1/25
Unemployment – 5201	5/1/25-6/1/25
Waste Water Savings – 5219	5/1/25-6-1/25
Water/Sewer – 8349	5/1/25-6-1/25

Water Capital Reserve – 5227	5/1/25-6-1/25
Water Fund Savings – 5235	5/1/25-6/1/25
North Main St. Waterfront Park – 5722	5/1/25-6-1/25
New York Forward – 6423	5/1/25-6/1/25

AYES: Trustees Dyer, Gridley, Randall, Williams
 NAYS: None
 ADOPTED – June 16, 2025

***Payroll Certification
 Resolution # 94-2025***

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

WHEREAS, Amber Kraszewski hereby submits for certification the following payroll period of 5/10/25-5/23/25 in the amount of \$ 41,084.79 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 – June 16, 2025

***Payroll Certification
 Resolution # 95-2025***

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

WHEREAS, Amber Kraszewski hereby submits for certification the following payroll period of 5/24/25-6/6/25 in the amount of \$ 50,007.55 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 – June 16, 2025

***North Main Street
 Waterfront Park
 \$ 1,750,000 – GRG
 # 2253 Project
 6000-07-00
 Mayor Authorization
 To Execute Green
 Resiliency Agreement
 Resolution # 96-2025***

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

Motion to decline the North Main Street Waterfront Park – GRG Project at this time. Sec. Trustee Gridley. Ayes all.

AYES: Trustees Dyer, Gridley, Randall, Williams

NAYS: None

ADOPTED – June 16, 2025

***North Main Street
Waterfront Park
\$ 1,750,000 – GRG
2253 Project
6000-07-00
Pledging Local Matching
Funds***

The current program includes (10% = \$ 194,444.00 – breakdown – up to \$ 70,000 in kind services, \$ 124,444.00 from the Village’s General Fund, Capital Reserve, bond proceeds or other lawful sources).

***North Main Street
Waterfront Park
\$ 1,750,000 – GRG
2253 Project
6000-07-00
Pledging Local Matching
Funds
Resolution # 97-2025***

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

Motion to decline the North Main Street Waterfront Park – GRG Project at this time. Sec. Trustee Gridley. Ayes all.

AYES: Trustees Dyer, Gridley, Randall, Williams

NAYS: None

ADOPTED – June 16, 2025

***NYSDOT Public Hearing
Bridge Replacement Design
Approval Document***

NYSDOT Public Hearing Bridge Replacement Design Approval Document – June 18th @ 6:00 p.m. – Dolgeville Community Center.

***Herkimer IDA Proposed
Revisions to Uniform
Tax Exemption Policy***

Herkimer IDA Proposed Revisions to Uniform Tax Exemption Policy – Public Hearing June 18th @ 8:00 p.m. – Herkimer County Chamber of Commerce Room.

Attorney

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

***BAN Sewer Digester
Renewal - \$ 40,000.00
Resolution # 98-2025***

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

**RESOLUTION AUTHORIZING THE ISSUANCE AND SALE OF A BOND ANTICIPATION NOTE OR NOTES
RESOLUTION AUTHORIZING THE ISSUANCE AND SALE OF A BOND ANTICIPATION NOTE OR NOTES**

Section 1. Pursuant to, and in accordance with, the provisions of the New York Local Finance Law, the Treasurer of the Village of Dolgeville be and hereby is authorized and empowered to issue and sell, in the manner provided by the Local Finance Law, a Bond Anticipation Note or Bond Anticipation Notes of the Village of Dolgeville in an amount not to exceed Forty Thousand and 00/100 Dollars (\$40,000.00), at such rate of interest as the said Treasurer shall prescribe.

Section 2. Said Bond Anticipation Note is being authorized in furtherance of a Bond Resolution adopted by the Village Board of the Village on April 19, 2021, authorizing the issuance of Serial Bonds in an aggregate amount not to exceed Two Hundred Thousand and 00/100 Dollars (\$200,000.00).

Section 3. The proceeds of sale of the Note may be used, together with other available funds, to finance the purchase of an aerobic digester.

Section 4. The Note authorized hereby is the first renewal of the issuance of a bond anticipation note. There are currently no other outstanding bond anticipation notes for this project.

Section 5. This bond anticipation note hereby authorized shall mature on July 21, 2026.

Section 6. This resolution shall take effect immediately.

AYES: Trustees Dyer, Gridley, Randall, Williams

NAYS: None

ADOPTED – June 16, 2025

***BAN Main Street Sewer
Replacement Renewal
Resolution # 99-2025***

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

RESOLUTION AUTHORIZING THE ISSUANCE AND SALE OF A BOND ANTICIPATION NOTE OR NOTES

Section 1. Pursuant to, and in accordance with, the provisions of the New York Local Finance Law, the Treasurer of the Village of Dolgeville be and hereby is authorized and empowered to issue and sell, in the manner provided by the Local Finance Law, a Bond Anticipation Note or Bond Anticipation Notes of the Village of Dolgeville in an amount not to exceed Four Hundred Thousand and 00/100 Dollars (\$400,000.00), at such rate of interest as the said Treasurer shall prescribe.

Section 2. Said Bond Anticipation Note is being authorized in furtherance of a Bond Resolution adopted by the Village Board of the Village on February 22, 2022, authorizing the issuance of Serial Bonds in an aggregate amount not to exceed Three Million Three Hundred Thousand and 00/100 Dollars (\$3,300,000.00).

Section 3. The proceeds of sale of the Note may be used, together with other available funds, to finance the reconstruction and construction of the sewer system under Main Street.

Section 4. The Note authorized hereby is the initial issuance thereof. There are currently no other outstanding bond anticipation notes for this project.

Section 5. This bond anticipation note hereby authorized shall mature on July 6, 2026. Section 6. This resolution shall take effect immediately.

AYES: Trustees Dyer, Gridley, Randall, Williams

NAYS: None

ADOPTED – June 16, 2025

BAN De-obligation

\$ 364,314.00

Resolution # 100-2025

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

RESOLUTION AUTHORIZING THE ISSUANCE AND SALE OF A BOND ANTICIPATION NOTE OR NOTES

Section 1. Pursuant to, and in accordance with, the provisions of the New York Local Finance Law, the Treasurer of the Village of Dolgeville be and hereby is authorized and empowered to issue and sell, in the manner provided by the Local Finance Law, a Bond Anticipation Note or Bond Anticipation Notes of the Village of Dolgeville in an amount not to exceed Three Hundred Sixty-Four Thousand Three Hundred Fourteen and 00/100 Dollars (\$364,314.00), at such rate of interest as the said Treasurer shall prescribe.

Section 2. Said Bond Anticipation Note is being authorized in furtherance of a Bond Resolution adopted by the Village Board of the Village on June 16, 2025, authorizing the issuance of Serial Bonds in an aggregate amount not to exceed Five Hundred Thousand and 00/100 Dollars (\$500,000.00).

Section 3. The proceeds of sale of the Note may be used, together with other available funds, to finance the repair, restoration and mitigation of the Village wastewater treatment plant.

Section 4. The Note authorized hereby is the initial issuance thereof. There are currently no other outstanding bond anticipation notes for this project.

Section 5. This bond anticipation note hereby authorized shall mature on July 13, 2026.

Section 6. This resolution shall take effect immediately.

AYES: Trustees Dyer, Gridley, Randall, Williams

NAYS: None

ADOPTED – June 16, 2025

***Tax Assessment
Attorney Retainer
Resolution # 101-2025***

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

Motion to retain Castle Law Firm to grieve the tax assessment of property located at: 283 Irondale Road, Salisbury Center, New York per agreement as presented. Sec. Trustee Gridley. Ayes all.

AYES: Trustees Dyer, Gridley, Randall, Williams

NAYS: None

ADOPTED – June 16, 2025

Future Meetings

Regular Meeting July 21, 2025 @ 6:00 p.m. – Village Hall.

Adjournment

By Trustee Williams

Motion to adjourn regular meeting at 7:25 p.m. Sec. Trustee Gridley. Ayes all.

Mayor

Village Clerk

