

Village of Boonville Board of Trustees
13149 State Route 12
Boonville, NY 13309

Meeting of August 13, 2024
Page 1 of 5

Present:

Mayor Dellerba, Trustees Andrews, Brach, Stabb and Satterly, Treasurer/Grant Administrator Lisa Kaiding, Fire Chief David Pritchard, Jr., Street Superintendent, Richard Welch, Transfer Site Foreman James Brach, employee Thomas Cullings, Attorney Young and Clerk Lee. **Absent:** None.

Visitors: Charles Domville, Thomas Gerace, Rodney Grower, Eric McIntyre, Ernest Delmonico, and Eugene Kraeger.

Meeting: Mayor Dellerba called the meeting to order at 7:00 PM with the Pledge of Allegiance.

Minutes:

Motion by Trustee Brach, seconded by Trustee Andrews to approve the Public Hearing minutes and the regular minutes of July 9, 2024 as presented. Ayes – Trustees Brach, Andrews, Stabb, Satterly and Mayor Dellerba; nays – none. Motion carried.

Visitors: Eugene Kraeger- Mr. Kraeger inquired of the tentative finish date of the storm sewer connection on his street, Lansing Place. Street Superintendent Welch stated that the sewer department would be finishing the job soon.

Ernest Delmonico- Mr. Delmonico expressed his concern over what he feels, is a high rate of speed of vehicle travel on his street, Park Avenue. The board discussed the topic and stated that they would like to have Superintendent Welch put signage along the street for a reduced speed.

Charles Domville for NOCATV- Mr. Domville spoke briefly regarding the proposed ATV travel through the Village of Boonville. Mr. Domville advised that an amended trail map is forthcoming.

Correspondence: NYS Tug Hill Commission Annual Dinner- Thursday, September 19, 2024 at the Hayloft at the Moonshine Farm. The cost is \$30.00 per person. Interested board members should contact Clerk Lee no later than September 6, 2024.

Department Reports:

Grants & Treasurer- Treasurer Kaiding presented the board with her Grant Report prior to the meeting:

Treasurer Kaiding was contacted by a developer regarding the board's interest in selling Village property – south of the offices – if this is a consideration, would someone please call them?

NY Forward- Treasurer Kaiding stated that 33 applications were received for the NY Forward program. The applications will be reviewed by the LPC and the consulting firm LaBerge and then their recommendations will be passed on to the Department of State.

MVEDD- \$10,000 grant awarded from energy tasks performed – LED lighting is on the list for Erwin Park and the Little Village Park if there is enough. Treasurer Kaiding asked Municipal Commission Superintendent Rob Schneider for estimates and to review the inventory of the parks' lighting.

Oneida County Main Street program- Welcome Wall can be painted as soon as it is corrected; walkway paving – Treasurer Kaiding has a bid ready to be sent out after village board reviews it.

Erwin Park Project- La Bella Group working on final design plan; tennis court resurface/pickleball court – should be moving on this to get quotes.

Capital Project WWTP- Barton & Loguidice have supplied an updated report for board review.

Grants Applied for and Pending-

- Summit Street – Flood Mitigation grant application in to the county for \$275,000.00.
- National Grid – Had to complete a grant application for \$5,000.00, that we were promised. Check is in the mail we were told.
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BIDS AWARDED! –

1. FEMA – Assistance to Firefighters (AFG) grant for \$59,500.00 for PPE.
2. NY Restore – 210 Grove Street – West Dacks II - \$2,000,000 – demo of 2 buildings; roof/lighting in main building.
3. NNY Community Foundation – Sawyer funds - \$3,800.00 – 2 accessible water fountains with bottle refill area for the park.

Village of Boonville Board of Trustees
13149 State Route 12
Boonville, NY 13309

Meeting of August 13, 2024
Page 2 of 5

ADMINISTERING:

1. Capital Project at WWTP
2. \$3,000,000 grant; \$4,372,000 loan - USDA/RD
3. \$1,000,000 -DEC WQIP
4. \$2,200,000 -EFC PF
5. \$431,223 -OC Main Street grant (50/50 match)
6. \$42,950 -OC Flood Mitigation – Lansing Place (25% match) – **remaining**
7. \$31,769 -ARPA remaining (furnaces Fire Co & Street Dept.) 2024-25 budget
8. \$328,124 -NYS Parks (75 grant/25 match) = \$437,498.67
9. \$10,000 -Iroquois Gas Transmission Systems - towards amphitheater construction
10. \$40,500 -EFC Smart Growth – update Village/Town Comprehensive Plan (25% match)
11. \$971,000 -BRIDGE NY - Summit Street culvert that carries Mill Creek (0 match) – 2024
MUST FIND OTHER FUNDING FOR THIS PROJECT – around \$630,000
2-8-2024 Grant Application sent to OC Flood Mitigation for \$275,000
12. \$4,000 – Bullet Proof Vest grant for Boonville PD – **PD to order**
13. \$4.5 Million Dollars! Boonville is now known as a **NY FORWARD COMMUNITY!!**

AFR (annual financial report) due to the NYS Comptroller 7/31 (was called the AUD) - submitted

July Treasurer's Report- Treasurer Kaiding presented the board with the July treasurer's report via email prior to the meeting. A motion was made by Trustee Brach, seconded by Trustee Stabb to approve of the July treasurer's report as presented. Ayes – Trustees Brach, Stabb, Andrews, Satterly and Mayor Dellerba; nays – none. Motion carried.

Labella Group- A motion was made by Trustee Stabb, seconded by Trustee Brach to approve of the professional agreement presented to the board and further to authorize Mayor Dellerba's signature on said agreement as presented. Ayes – Trustees Stabb, Brach, Satterly, and Andrews; nays – none. Motion carried.

Treasurer's Memo to the Village Board- Treasurer Kaiding provided a memo to the board via email ahead of the meeting as follows:

7-11-2024

Today I discovered that a file box that was on my floor was missing. I looked though my office and called John the maintenance guy. He said yes, he picked it up the day before and carried it around in his truck and since I didn't call looking for it on 7/10, he took it to the transfer site on 7-11 for recycling.

He went to the Transfer Site and the girl told me that they destroy and bury as soon as the trucks dump them.

I called the Ava Solid Waste Site and the girl told me that they destroy and bury as soon as the trucks dump them.

All documents from 2023-24 were in that box:

Bank Statements and Reconciliations for all accounts; monthly Financials for all accounts; Ledgers – all funds 22-23; retirement reports; Deferred Comp Reports; Deposit sheets; Voided checks; Check stubs.

**Yours Truly,
Lisa Kaiding
Village Treasurer**

Police- OIC Robenski presented his monthly report to the board prior to the meeting. In the month of July, a total of 178 calls for service were answered. Field Training Officer program for Officers Darman and Serrano have been completed. Officer Cadwell's injury is healing as expected and he should be able to return to duty later in August. Despite the New York State Police being unable to assist with traffic for the Oneida County Fair Parade, the Oneida County Sherriff's Office sent three units to assist. the parade detail was a huge success and no incidents occurred. Again, we would like to thank the Auxiliary Police for their very valuable assistance on this detail. Officer Michael Inman has shown outstanding dedication to the department and I would like to publicly acknowledge his efforts in expediting the FTO training for Officers Darman and Serrano

Streets/Sewers- Supt. Welch presented his report to the board ahead of the meeting. Green waste collection; trees along sidewalk along Moose River Road were trimmed; 120 Ford Street sidewalk replacement completed; patched some shoulders on streets; Mahindra tractor taken for repairs for a front-end leak; Park employees painted light poles along Main Street; new International truck taken to Watertown for warranty work; assisted at WWTP putting on new belts on the belt press; met with Rifenburg Construction Co. (contractors on NYS DOT Route 12 safety project); assisted Woodsmen's Field Days with signage.

Village of Boonville Board of Trustees
13149 State Route 12
Boonville, NY 13309

Meeting of August 13, 2024
Page 3 of 5

Supt. Welch offered the following two quotes from NYS contract, for board consideration, for the possible slip-lining of the sanitary sewer lines on Thornton Avenue:

Skanex Pipe Services, Inc. Supply and install 1200' of 8" CIPP in the existing sanitary sewers as directed @ \$42.00/LF (\$50,400.00)

Arnold Construction Co., Inc. 8" cured in place pipe lining – 1,200 LF @ \$45.00 = \$54,000.00

After some discussion by the board and Street Superintendent Welch, a motion was made by Trustee Stabb, seconded by Trustee Brach to authorize the inspection and slip-lining of the Thornton Avenue sanitary sewer lines to be performed by the Skanex Pipe Service, Inc. at the earliest time possible. Ayes – Trustees Stabb, Brach, Andrews, and Satterly; nays – none. Motion carried.

Supt. Welch stated that the new 2024 Dodge pickup truck was in and the Village would soon be taking delivery on it. Supt. Welch stated that he would like to put the 2015 GMC truck up with the plow, for sale through Auctions International.

WWTP/Sewers- July Activity report was presented via email to the board ahead of the meeting. De-watering belt on the belt press was replaced due to the fact that it was torn in half; wall socket for conveyor still needs to be replaced; no hauler activity for July; no sludge sent to the landfill in July; no overflow events in July; Tom Cullings continues to cross train at the WWTP; 3,200 ft. of sewer main has been jetted thus far for 2024; 7 mark-outs were performed in July: 18 Evergreen Drive, 117 Thornton Ave., 152 Schuyler Street, 203 Post Street, 103 Sunset Drive, 222 Schuyler Street, and 124 West Street. Jim Rathbun of Camden Group was on site for 16.88 hours in July; WWTP is now using Converse Labs of Watertown to collect samples for permit in July and are quite satisfied with their results; the second aeration blower is wired into the plant power grid and is in use as the primary blower – the aeration blower that is in use at this time is running without issue or high temperature since the belt pulleys were switched to allow the motor to turn faster and cool itself; James Decare of Camden Group is back to perform weekend duties for the summer; Lucas's last day at the WWTP is August 16th.

Parks- No report provided.

Transfer Site- No report provided.

Fire- The July fire report was submitted via email prior to the meeting. In the month of July, a total of 20 calls were answered for service: 8 calls were answered in the Village; 7 were attended in the Town of Boonville; 4 were attended in the Town of Leyden and 1 call in the Town of Ava. Chief Pritchard expressed his gratitude to Grant Administrator Kaiding and the Village on the receipt of the FEMA grant for \$59,500.00.

Zoning & Codes- CEO/ZEO Doolittle provided a July report via email, for the board to review. During the month of July, CEO/ZEO Doolittle conducted 10 inspections; 20 site visits; issued 5 building permits; 5 zoning permits; received 8 complaint violations; issued 4 violation letters; 1 order to remedy was issued and 1 property fire and maintenance inspection was conducted. CEO/ZEO Doolittle will be in training for all Fridays in 2024; a certified letter was sent to Ivette Lafortune of 110 E. Schuyler Street for an unsafe structure – to date no response has been received and Ms. Lafortune was scheduled to appear before the Village Board tonight and didn't not respond or come to the meeting – a motion was made by Trustee Brach, seconded by Trustee Andrews to adjourn Ms. Lafortune's hearing to August 27, 2024 at 6:45PM. Ayes – Trustees Brach, Andrews, Stabb, Satterly and Mayor Dellerba; nays – none. Motion carried.; new permanent signs have been erected along the rights of way NYS Route 12, Railroad and Village – this is non conforming to the sign law – letters sent to all parties involved; 210 Main Street has cut only the front portion of the lawn and not kept the yard ornaments/materials free of overgrowth.

Old Business: None.

New Business:

2024-25 Revised Village Tax Warrant- Treasurer Kaiding noted an error on the 2024-25 Village Tax Warrant. The revised warrant was presented to the board for review and adoption. The following Resolution was moved by Trustee Stabb, and seconded by Trustee Brach. Ayes – Trustees Stabb, Brach, Andrews, and Satterly; nays – none. Motion carried.

REVISED
TAX WARRANT
No. 03-2024

To: Wendy A. Lee, Village Clerk

Village of Boonville Board of Trustees
13149 State Route 12
Boonville, NY 13309

Meeting of August 13, 2024
Page 4 of 5

You are hereby commanded to receive and collect from the several persons named in the assessment roll, hereunto annexed, the sums named in the last column thereof opposite their respective names, for the following purposes:

For the current budget, General Fund:	\$652,209.00
For unpaid water and sewer arrears:	<u>\$14,092.95</u>
Being a total amount of:	<u>\$666,301.95</u>

AND, you are further commanded to receive and collect such sums without additional charge between the first day of June and the last day of June 2024, on the first day of July and the last day of July, 2024 with 5% interest, the first day of August and the last day of August, 2024 with 6% interest and between the first day of September and the last day of September 2024 with 7% interest; October 1, 2024 all unpaid taxes will be sent to the County Finance Department for collection.

FURTHER, you are commanded to return a report of the Tax Roll and Warrant to the Board of Trustees on or before the first meeting of November 2024 stating all taxes remaining unpaid. This document will describe bill number, parcel number, owner's name, parcel address and the amount of each unpaid tax.

Attest: Wendy A. Lee
Wendy A. Lee, Village Clerk

Judith Dellerba
Judith Dellerba, Mayor

Dated: August 19, 2024

Proposed Sewer Credit – 306 Summit Street- A motion was made by Trustee Brach, seconded by Trustee Stabb to grant a one-time pool-fill sewer credit in the amount of \$98.10/18,000 gallons, for 306 Summit Street. Ayes – Trustees Brach, Stabb, Andrews, Satterly; nays – none. Motion carried.

Oneida Co. Civil Service Dept. of Personnel roster- A motion was made by Trustee Stabb, seconded by Trustee Andrews to remove former Black River Canal Museum (BRCM) Recreation Attendant Mr. Braeden Pridgeon from the Oneida Co. Dept. of Personnel roster for the Village of Boonville. Ayes – Trustees Stabb, Andrews, Brach and Satterly and Mayor Dellerba; nays – none. Motion carried. Mr. Pridgeon worked at the BRCM as a Recreation Attendant in the summer of 2023 and did not return to employment with the Village and did not submit a resignation notice.

Banner Hanging Request- Ms. Joyce Waters requested that her group be able to hang a banner in the current location of the Woodsmen's Field Days banner, across Main Street. After some consideration and discussion by the board, a motion was made by Trustee Brach, seconded by Trustee Andrews to deny Ms. Waters' request. Ayes – Trustees Brach, Andrews, Satterly, and Mayor Dellerba; nays – Trustee Stabb. Motion carried.

Oneida Co. Civil Service Dept. of Personnel- Clerk Lee stated that she had received an email from OCCS regarding the addition of a new position that would be available to the village, if they choose to accept it. The position would be titled: Motor Equipment Operator (MEO) Trainee position. After some discussion by the board, a motion was made by Trustee Andrews, seconded by Trustee Stabb to adopt the MEO Trainee position into the village's roster. Ayes – Trustees Andrews, Stabb, Satterly, Brach; nays – none. Motion carried.

Welcome Wall Restoration Quote- Henderson Masonry and Restoration submitted a quote via postal mail on August 12, 2024 for the masonry work that would need to be done to the Welcome Wall before it can be painted. The quote was in the amount of: \$76,812.30. No action was taken at this time.

Executive Session- A motion was made by Trustee Brach, seconded by Trustee Andrews to enter Executive Session at 8:50PM to discuss matters pertaining to a particular employee and pending litigation. All meeting attendees exited the meeting at this time with the exception of Attorney Young, Superintendent Welch and employee Thomas Cullings. The meeting returned to regular session at 9:20PM.

A motion was made by Trustee Brach, seconded by Trustee Andrews to approve of a \$.50 per hour pay raise, effectively immediately, for Thomas Cullings, when working at the WWTP. Ayes – Trustees Brach, Andrews, Stabb, Satterly and Mayor Dellerba; nays – none. Motion carried. A motion was made by Trustee Brach, seconded by Trustee Stabb to not offer any settlement regarding the pending litigation that the village is currently in. Ayes – Trustees Brach, Andrews, Stabb, and Satterly; nays – none. Motion carried. A motion was made by Trustee Stabb, seconded by Trustee Andrews to

Village of Boonville Board of Trustees
13149 State Route 12
Boonville, NY 13309

Meeting of August 13, 2024
Page 5 of 5

approve of an offer of employment to be presented to: Eric Stempien and Nathan Majewski, as laborers, at a rate of \$21.00 per hour. Ayes – Trustees Stabb, Andrews, Brach, and Satterly; nays – none. Motion carried.

Bills & Payroll- A motion was made by Trustee Stabb, seconded by Trustee Andrews to approve the bills of abstract #4, #5 and #3 – Trust & Agency and the payrolls for the weeks of: July 7th, 14th, 21st, 28th and August 4th as presented. Ayes Trustees Stabb, Andrews, Brach, Satterly and Mayor Dellerba; nays – none. Motion carried.

Gen. Fund	Abs #4 \$57,584.83	Vou: #80-96
Transfer Site	Abs #4 \$11,495.47	Vou: #17-20
WWTP Fund	Abs #4 \$60.03	Vou: #20-21
Gen. Fund	Abs #5 \$83,229.18	Vou: #97-126
Transfer Site	Abs #5 \$10,054.91	Vou: #21-26
WWTP Fund	Abs #5 \$10,360.15	Vou: #22-32
Trust & Agency	Abs #3 \$2,898.25	Vou: #7-10

Adjournment: There being no other business, a motion was made to adjourn at 9:27PM by Trustee Brach, seconded by Trustee Satterly. Ayes – Trustees Brach, Satterly, Andrews, Stabb and Mayor Dellerba; nays – none. Motion carried.



Wendy Lee, Village Clerk