

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

**Meeting of December 9, 2025  
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**Present:**

Deputy Mayor Kenneth Stabb, Trustees Andrews, McIntyre, Satterly, Treasurer/Grant Administrator Lisa Kaiding, Street Superintendent Richard Welch, Fire Chief David Pritchard, Police Chief David Olney, WWTP Employee Zachary Kirkbride and Clerk Lee.

**Absent:** Mayor Dellerba.

**Visitors:** Joe Rowlands – NOCCOG Circuit Rider.

**Meeting:** Deputy Mayor Stabb called the meeting to order at 7:00PM.

**Minutes:**

Motion by Trustee McIntyre, seconded by Trustee Satterly to approve November 25, 2025, workshop meeting minutes as presented. Ayes – Trustees McIntyre, Satterly, Andrews and Deputy Mayor Stabb; nays – none. Motion carried.

**Visitors:** Joe Rowlands of NOCCOG - Mr. Rowlands stated that the December 11<sup>th</sup> ATV Recreation Considerations for Municipalities seminar would now be postponed to January 8, 2026. The seminar will still be held at Boonville Town and Village municipal offices. The annual Local Government Conference will be held April 20<sup>th</sup> & 21<sup>st</sup>, 2026, at the Turning Stone Casino Resort in Verona, New York.

**Correspondence:** None.

**Department Reports:**

**Grants-** Treasurer Kaiding presented her December report to the board ahead of the meeting. Treasurer Kaiding stated that she is waiting to hear on following items: request for congressional funds for the WWTP Capital Project in the amount of \$1,000,000; Pro-Housing Technical Assistance Grant \$215,000. New grant possibilities: NYS DOT TAP grant – 20% match can be paid for with NY Forward funds. A motion was made by Trustee McIntyre, seconded by Trustee Andrews to approve of the resolution for the NYS DOT TAP grant as presented. Ayes – Trustees McIntyre, Andrews, Satterly and Deputy Mayor Stabb; nays – none; absent – Mayor Dellerba.

**VILLAGE OF BOONVILLE  
Resolution No. 10-2025**

**AUTHORIZING THE MAYOR  
TO SOLICIT AN ENGINEERING CONSULTANT  
TO APPLY FOR A 2025 NYS DEPT. OF TRANSPORTATION  
TRANSPORTATION ALTERNATIVES PROGRAM (TAP) GRANT, AND  
TO COMMIT FUNDS FOR USE IN THE REQUIRED MATCH**

**WHEREAS**, the New York State Department of Transportation (NYSDOT) issued a request for applications for its 2025 Transportation Alternatives Program (TAP), with funding available to help communities deliver safe, efficient projects that contribute to the revitalization of local economies; and

**WHEREAS**, the Village of Boonville seeks resources to invest in, modernize, and improve its transport infrastructure to enable more complete streets, improved safety for all users inclusive of walkers, bicyclists, and transit users, to expand transportation choice, and generally leverage more effective and efficient movement of people and goods to enhance the overall quality of life and economic development; and

**WHEREAS**, the Village recognizes the critical need for transport infrastructure improvements as identified in the Boonville NY Forward Strategic Investment Plan; and

**WHEREAS**, the Village intends to apply for a 2025 TAP grant to assist with funding gaps to complete these improvements; and

**WHEREAS**, the 2025 TAP program requires a minimum 20% local match cost share.

**NOW, THEREFORE, BE IT RESOLVED**, that the Village of Boonville Village Board hereby:

1. Authorizes the Village Mayor to solicit for an engineering consultant through a Request for Qualifications (RFQ); and
2. Authorizes the Village Board to review the received qualifications and enter a contract for grant writing and engineering services for a 2025 Transportation Alternatives Program (TAP) grant and implementation upon grant award; and
3. Authorizes the Village Mayor to execute and submit a 2025 Transportation Alternatives Program (TAP) grant application on behalf of the Village of Boonville with the New York State Department of Transportation; and

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4. Authorizes the Village Board to utilize the NY Forward grant award to be used as the required 20% match for the TAP grant, and if necessary, the Village Board hereby commits additional financial matches for cost sharing from the Village's General Fund; and
5. Commits the Village Board to maintaining the new infrastructure that is implemented through this TAP grant in good working order so that it will sustainably serve public needs for complete streets and transport choice, with delivery of high quality, safe and equitable mobility for many years to come.

On a motion by Trustee McIntyre, seconded by Trustee Andrews, the foregoing Resolution was adopted by a vote of 4 Ayes, 0 Nays and 1 Absent. The Deputy Mayor declared the Resolution adopted.

**DATED: December 9, 2025**

CO Falter Construction Co. Payment App #5- A motion was made by Trustee Andrews, seconded by Trustee McIntyre to approve of Mayor Dellerba's signature on Payment Application #5 for CO Falter Construction Co. in the amount of \$539,125.00. Ayes – Trustees Andrews, McIntyre, Satterly and Deputy Mayor Stabb; nays – none. Motion carried.

**Police-** Chief Olney submitted his activity report for November. In the month of November there were 236 calls for service in the village and 209 calls that were handled by the village police (including traffic). Chief Olney is working with Civil Service to obtain Officer Sherman as a full-time officer; facility organization and operations continues; Officer Montegari will be on desk duty for a while and Chief intends to have him assist him with completing of organization of files and paperwork; the police department will be participating in the "Back the Blue" foundation's "Stuff the Cruiser" to provide needy families in the village that can benefit from donations of toys for their children for Christmas; Christmas Parade – the police department along with the auxiliary police, participated in the event on Main Street and it was very well-attended and there were no incidents; still pursuing additional grants from NYS – some of the items they are looking to acquire/upgrade: replacement of the 2017 Ford Explorer; solar-powered speed display signs throughout the village; handheld LASER speed measuring device; update/upgrade the patrol vehicles and the station computers; access control for all exterior doors to the police station and evidence storage area (card access).

**Parks-** No report.

**Streets/Sewers-** Sanding & plowing; truck maintenance; took pump from pump station to Rome to be fixed; patched Pine Lane sewer lateral; changed pickup trucks oil; had new Boss sander installed on 2022 Ford F350.

**WWTP-** Belt press was not running well for the month of November; dewatered sludge sent to the Ava Landfill in the amount of 20.26 tons; no overflow events in November; Zach performed the following sewer mark-outs in November: 114 E. Schuyler Street and 212 Academy Street; Jim Rathbun on site for 42.65 hours in November; CO Falter Construction is on site and progressing with the pouring of concrete in the SBR area; there are 8 wells to remove ground water from around the SBR excavation site, the pumps are running constantly and the site is remaining dry; after the 10/7/2025 pump down and reseeding of the bio-mass in the aeration tanks the bacteria growth has been quite good; the plant staff ordered additive super bugs from Maryland Biochemical and added them to the tanks which seemed to kickstart the bio-mass growth considerably and the plant has been running well since; Koester Associates has been on site of the pump station to replace the pump bases and guide rails.

Employee Zachary Kirkbride presented the board with the following quotations for a 50/50 winter mix diesel fuel purchase of 200 gallons:

Halpin's Fuel/Mirabito	\$3.799 per gallon – already delivers fuel for CO Falter Construction Co.
Glider Oil Co.	\$2.849 per gallon for the first 100 gallons and \$3.66 for the next 100 gallons
Buell Fuels	\$3.599 per gallon – further away from WWTP and company wants to fill the whole tank

A motion was made by Trustee McIntyre, seconded by Trustee Satterly to approve of the purchase of 50/50 winter mix diesel fuel for the WWTP at a cost of \$2.849 per gallon for the first 100 gallons and \$3.66 per gallon for the next 100 gallons. Ayes – Trustees McIntyre, Satterly, Andrews, and Deputy Mayor Stabb; nays – none. Motion carried.

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Tires for WWTP and Street Dept. - Superintendent Welch presented the following quotations for the purchase of a pair of new tires for a truck at the WWTP and a pair of new tires for a truck at the Street Dept.:

Crill's Service Station:

Mastrtrck RDW tires	\$640.20 (Not state contract pricing)
Goodyear G622 RSD LT tires	\$730.84 (State contract pricing)
Falken BI-877 Drive G tires	\$834.20 (Not state contract pricing)

A motion was made by Trustee Satterly, seconded by Trustee Andrews to approve of the purchase of the two pairs of new tires at a total cost of \$640.20 for each pair for each department. Ayes – Trustees Satterly, Andrews, McIntyre and Deputy Mayor Stabb; nays – none. Motion carried.

**Transfer Site** - No report.

**Fire** - Chief Pritchard presented the board with the October and November fire reports ahead of the board meeting. In the month of October the department attended a total of 7 calls: 3 calls in the village, 6 calls in the Town of Boonville and provided mutual aid once for the Town of Forestport. In the month of November, the department received a total of 7 calls: 4 in the village, 6 in the Town of Boonville and provided mutual aid once for the Town of Lee Center.

**Zoning & Codes** - The November Zoning & Code Enforcement report was submitted via email to the board. In the month of November the department conducted: 5 site inspections; 5 site visits; issued 1 building permit and 0 zoning permits.

**Old Business:** Erwin Pk. Amphitheater Band Performance - Tabled until more information can be obtained.

**New Business:**

**Search & Rescue Request** - Ms. Michelle Bartelotte of the Search & Rescue group respectfully requested to be able to be able to use the village's ID number to apply for a grant to help cover the cost of sanitary sewer repairs that were made at the Search & Rescue building. A motion was made by Trustee McIntyre, seconded by Trustee Andrews to approve of the request as stated. Ayes – Trustees McIntyre, Andrews, Satterly and Deputy Mayor Stabb; nays – none. Motion carried.

**Executive Session:** A motion was made at 7:36PM by Trustee Andrews, seconded by Trustee Satterly, to discuss matters pertaining to a particular employee. Ayes – Trustees Andrews, Satterly, McIntyre and Deputy Mayor Stabb; nays – none. Motion carried. All meeting attendees exited the meeting at this time except Superintendent Welch. The meeting returned to regular session at 8:21PM. A motion was made by Trustee McIntyre, seconded by Trustee Andrews to set the wage range for a Wastewater Treatment Plant Operator at \$25.00-\$30.00 per hour (\$52,000 - \$62,400 annually) based on experience. Ayes – Trustees McIntyre, Andrews, Satterly and Deputy Mayor Stabb; nays – none. Motion carried.

**Bills & Payroll:** A motion was made by Trustee Andrews, seconded by Trustee McIntyre to approve of the following bills of Abstracts #12 for the General Fund, Transfer Site Fund, WWTP Fund, abstract #7 Trust & Agency Fund and abstract #49 for the Capital Project at the WWTP and the payrolls for the weeks of: November 23<sup>rd</sup> and 30<sup>th</sup>, 2025:

Gen. Fund	Abs #12	\$55,069.94	Vou: #281-318
Transfer Site	Abs #12	\$10,286.89	Vou: #60-68
WWTP Fund	Abs #12	\$11,920.93	Vou: #87-96
Trust & Agency	Abs #7	\$3,056.19	Vou: #19-21
Capital Project at WWTP	Abs #49	\$582,849.68	Vou: #71-73

Ayes – Trustees Andrews, McIntyre, Satterly and Deputy Mayor Stabb; nays – none. Motion carried.

**Adjournment:** There being no other business, a motion was made to adjourn at 8:28PM by Trustee Satterly, second by Trustee McIntyre. Ayes – Trustees Andrews, McIntyre, Satterly, Stabb, and Mayor Dellerba; nays – none. Motion carried.

*Wendy Lee*  
Wendy Lee, Village Clerk