

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

Meeting of January 10, 2024
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Present:

Mayor Dellerba, Trustees Andrews, Satterly, and Stabb, Treasurer/Grant Administrator Kaiding, Street Superintendent Richard Welch, Firefighters Alan Austin and Nick Amicucci, Transfer Site Foreman James Brach, Attorney Young and Clerk Lee. Absent: Trustee Brach. Visitors: None.

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

2024 Organizational Meeting Items-

2024-2029 Board Appointments:

Municipal Commission Board	David Leffingwell
Village Planning Board	Jeremiah Palczynski
Boonville Housing Authority	Michael Kramer

2024 Annual Appointments:

Deputy Mayor	Kenneth Stabb
Treasurer/Grants Administrator	Lisa Kaiding
Deputy Treasurer	Wendy Lee
Village Clerk	Wendy Lee
Deputy Village Clerk	Lisa Kaiding
Street Superintendent	Richard Welch
Zoning/Codes Enforcement Officer	Kenneth Doolittle
Village Attorney	Jessica Young
Official Depositories	Community Bank NA, Adirondack Bank & NY Class
Official Newspaper	Boonville Herald & Daily Sentinel

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2024 Village Department Commissioners

Fire Department	Trustee Andrews
Parks & Trees	Trustee Brach
Police	Trustee Andrews
Sewers & Sewage Treatment Plant	Trustee Stabb
Streets	Trustee Stabb
Transfer Site	Trustee Satterly
Boonville Housing Authority Liaison	Trustee Satterly

Dates for Village Board Meetings: 2nd and 4th Tuesdays of each month at 7:00 pm.

Date for Village Planning Board Meetings: 3rd Monday each month at 7:00 pm.

Date for next Organizational Meeting:

First regular meeting in January - Tentatively scheduled: Tuesday, January 14, 2025.

Rules of Meeting Procedure: Per NYCOM.

Procurement Policy: Including 2024 IRS Standard Business Mileage rate: \$.67 cents per mile.

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Organizational Meeting Items:

A motion was made by Trustee Stabb, seconded by Trustee Andrews to approve of all organizational meeting items and appointments as presented. Ayes – Trustees Stabb, Andrews, Satterly and Mayor Dellerba; nays – none. Motion carried.

Minutes:

Motion by Trustee Satterly, seconded by Trustee Andrews to approve the regular meeting minutes of December 12, 2023 as presented. Ayes – Trustees Satterly, Andrews, Stabb and Mayor Dellerba; nays – none. Motion carried.

Visitors: None.

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Correspondence:

NYS Tughill Commission's 33rd Annual Local Government Conference- The annual conference this year will be held at the Turning Stone Conference Center, Verona, NY on Thursday, May 2, 2024 from 7:30am – 4:15pm. Interested board members may contact Clerk Lee for details and registration for the conference.

Snow Festival Request for Assistance- The Boonville Snow Festival, to be held January 26-28, 2024, requested assistance from the Village with the moving of snow and prepping of grounds. A motion was made by Trustee Stabb, seconded by Trustee Satterly to approve of the Village Street Dept. providing assistance to the Boonville Snow Festival with moving of snow and prepping of grounds, as requested. Ayes – Trustees Stabb, Satterly, Andrews and Mayor Dellerba; nays – none. Motion carried.

Department Reports:

Grants & Treasurer- Treasurer Kaiding presented the board with the November Treasurer's Report for review prior to the meeting. A motion was made by Trustee Satterly, seconded by Trustee Stabb to accept the November Treasurer's Report as presented. Ayes – Trustees Satterly, Stabb, Andrews and Mayor Dellerba; nays – none. Motion carried.

SUBMITTED APPLICATIONS:

- NY FORWARD – Application for \$2.5-\$4.5-million-dollar grant submitted 9-29-23 – the announcement should be any day.

ADMINISTERING: \$10,451,128 grants and \$4,372,000 loans for WWTP upgrade

1. \$3,000,000 grant; \$4,372,000 loan - USDA/RD
2. \$1,000,000 -DEC WQIP
3. \$2,200,000 -EFC PF
4. \$2,200,000 -EFC WIIA
5. \$454,000 -OC Main Street grant (50/50 match) – **used for EV chargers**
6. \$100,000 -OC Flood Mitigation – Lansing Place (25% match) – **reimbursement requested**
7. \$31,769 -ARPA remaining (furnaces Fire Co & Street Dept.)
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
12. \$4,000 - Bullet Proof Vest grant for Boonville PD – **guys/girls need to provide measurements and order**
13. \$21,898 - Livescan equipment for Boonville PD - **requested reimbursement**

Police- OIC Robenski presented his monthly report to the board prior to the meeting. In the month of December, a total of 178 calls for service were answered. OIC Robenski also stated, in his report, that the Biometrics Electronic Booking System is online and in full service and Patrolman Michael Inman has resigned his position with the Police Department and we wish him well in all future endeavors. Mayor Dellerba stated that OIC Robenski had requested that the board consider leaving the 2014 Dodge Charger patrol vehicle in service, as a back-up vehicle. After some discussion by the board, a motion was made by Trustee Stabb, seconded by Trustee Andrews to approve of leaving the vehicle in service and the purchase and installation of the necessary radar equipment. Ayes – Trustees Stabb, Andrews, Satterly and Mayor Dellerba; nays – none. Motion carried. One flooring quote for the police department, was presented for review. Board stated they would like to see an additional quote for same, according to village's procurement policy.

Streets- Supt. Welch presented his report to the board ahead of the meeting. The Street Dept. has been plowing and sanding the streets; fixed the helper leaf springs on the #4 truck; cleaned catch basins; cleaned the garage; employee John Kranbuhl has been working in the Police Department; hauled snow from parking lot A and took it to the fairgrounds for the creation of snow bleachers for the Snow Festival. A purchase order for a 2024 Dodge Ram pickup truck, from Empire Dodge-Chrysler-Plymouth, was presented for review and Mayor Dellerba's signature. A motion was made by Trustee Stabb, seconded by Trustee Andrews to approve of the mayor's signature on the purchase order of the 2024 Dodge Ram pickup at a cost of \$54,437.50. Ayes – Trustees Stabb, Andrews, Satterly and Mayor Dellerba; nays – none. Motion carried.

WWTP- No report provided. Foreman Kafka stated to Trustee Stabb, that the clarifier was broken down at the plant. Foreman Kafka worked for 24 hours to get it repaired with the assistance of employee Thomas Cullings, who had worked until 3:00AM on 1/10.

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Transfer Site- Foreman Brach stated that he will soon be short-staffed at the Transfer Site, due in part to employee illness/surgeries and one employee that may soon be leaving to begin full-time employment elsewhere. Foreman Brach stated that he may need the Board to hire some new part-time employees in the near future.

Fire- A report was submitted for the month of December and a 2023 and an annual summary report, both reports were sent to the board via email, prior to the meeting. In the month of December, a total of 9 calls were answered for service: 1 of the calls was in the Village; 7 were attended in the Town of Boonville and 1 was attended in the Town of Leyden. The following quotes were presented for review by the board for a 40kW generator for the Fire Department:

AP Electric & Generators	\$21,765.00 (Includes shipping charges & battery backup for cold weather)
McQuade & Bannigan, Inc.	\$19,726.56 (Includes freight & battery backup for cold weather)
Cooper Electric	\$28,285.00

A motion was made by Trustee Stabb, seconded by Trustee Andrews to approve of the purchase of the 40kW generator from McQuade & Bannigan at a cost of \$19,762.56, as presented in the quote. Ayes – Trustees Stabb, Andrews, Satterly and Mayor Dellerba; nays – none. Motion carried.

Zoning & Codes- CEO/ZEO Doolittle provided a December report via email, for the board to review. During the month of December, CEO/ZEO Doolittle conducted 1 inspection; 2 site visits and mailed/emailed one letter of violation. CEO/ZEO Doolittle's report also states that: properties in violation have started some work; the Village's Code Book is being reviewed by the Planning Board; maps in office need to be inventoried, as well as subdivision folders; required CEO/ZEO training schedule for 2024 – one Friday per month; working on fire and property maintenance inspections and will update the inspection sheets soon; working with Complete Streets program and Boonville Comprehensive Master Plan Committee.

Old Business: None.

New Business:

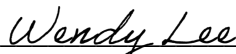
Executive Session- A motion was made by Mayor Dellerba, seconded by Trustee Satterly to enter an attorney exempt Executive Session at 7:55 pm to discuss matters pertaining to particular employee and pending litigation. At this time all meeting attendees exited the meeting with the exception of Treasurer Kaiding. Ayes – Trustees Stabb, Andrews, Satterly and Mayor Dellerba; nays – none. Motion carried. A motion was made by Trustee Satterly, seconded by Trustee Andrews to return to regular session at 8:33pm.

After some discussion, a motion was made by Trustee Andrews, seconded by Trustee Satterly to deny an application received from a particular individual, for full or part-time employment, with the police department, due to past performance issues. Ayes – Trustees Andrews, Satterly, Stabb and Mayor Dellerba; nays – none. Motion carried.

Bills & Payroll- A motion was made by Trustee Stabb, seconded by Trustee Satterly to approve the bills of abstract #14, #15 and #9 – Trust & Agency and the payrolls for the weeks of: December 11th, 18th, and 25, 2022 and January 1, 2023 as presented. Ayes – Trustees Stanford, Satterly, Stabb and Mayor Dellerba; nays – none. Motion carried.

Gen. Fund	Abs #14	\$21,971.68	Vou: #313-323
Gen. Fund	Abs #15	\$20,415.85	Vou: #324-352
WWTP Fund	Abs #15	\$8,842.95	Vou: #78-86
Transfer Site	Abs #15	\$7,179.89	Vou: #75-81
Trust & Agency	Abs #9	\$2,610.78	Vou: #23-25
Capital Fund @ WWTP	Abs #26	\$9,849.16	Vou: #30-31

Adjournment: There being no other business, a motion was made to adjourn at 8:35 pm by Trustee Satterly, seconded by Trustee Andrews. Ayes – Trustees Satterly, Andrews, Stabb and Mayor Dellerba; nays – none. Motion carried.


Wendy Lee, Village Clerk