

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

**Meeting of March 21, 2023  
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**Present:**

Mayor Dellerba, Trustees Satterly, Stabb and Stanford, Treasurer/Grant Administrator Kaiding, Street Supt. Richard Welch, OIC Fred Robenski, Fire Chief David Pritchard, Jr., Transfer Site Foreman James Brach, WWTP Foreman Lucas Kafka, Village employee Daniel Kraeger, Village Attorney Jessica Young, and Clerk Lee. Absent: Trustee Brach. Visitors: Loraine Murwin and LeeAnne Greene on behalf of the Boonville Area Chamber of Commerce and Lisa Bellinger of NOCCOG.

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

**Minutes:**

Motion by Trustee Stabb, seconded by Trustee Stanford to approve the workshop minutes of February 28, 2023 as presented. Ayes – Trustees Stabb, Stanford, Satterly and Mayor Dellerba; nays – none. Motion carried.

**Visitors:** Boonville Area Chamber of Commerce- Ms. Murwin spoke regarding the requests from the CoC sent to the board ahead of the meeting by CoC Vice President Patti McDaniel. After review of the requests by the village board and some discussion, a motion was made by Trustee Stabb, seconded by Trustee Stanford to approve of the Chamber of Commerce events as presented, excluding the October 28<sup>th</sup> date. Ayes – Trustees Stabb, Stanford, Satterly and Mayor Dellerba; nays – none. Motion carried.

NOCCOG- Ms. Lisa Bellinger spoke of several items in the March newsletter.

**Correspondence:** Clerk Lee stated that two donations were received for the village:

Donation to Friends of Erwin Park- Mr. Paul Fortin delivered a donation to the Friends of Erwin Park. Clerk Lee sent a thank you card.

Donation to Fire Dept.- Ms. Gerry Ritter and the Catholic Women's Club of the Christ Our Hope parishes delivered a donation to the fire department. Clerk Lee will send a note of thanks.

**Grants & Treasurer:** Treasurer Kaiding presented the board with her report via email prior to the start of the meeting. Treasurer Kaiding stated that the village was not awarded the following grants that were applied for on behalf of the WWTP: \$1,000,000 WQIP grant application and the \$3,000,000 FEMA grant application, both submitted in 2022. Treasurer Kaiding also stated that she is still administering: \$10,462,066 in grants and \$4,372,000 in loans for the WWTP upgrade. A FEMA grant for Assistance to Firefighters for \$50,000 was submitted in February 2023 and the village is still waiting for a response on that grant. Tentative budgets for 2023-24 have been distributed to the board for review; a budget workshop is needed. Treasurer Kaiding respectfully asked the board to consider the following resolution for the Bridge NY Summit Street project:

**RESOLUTION – BRIDGE NY  
VILLAGE OF BOONVILLE, ONEIDA COUNTY, NY  
NO: 4**

THIS RESOLUTION of the Village Board of Trustees of the Village of Boonville Authorizes the implementation and funding of 100% of the costs of a transportation project, of which, qualified costs up to \$970,613 will be reimbursed from Bridge NY funds.

WHEREAS, a project for the Village of Boonville, Summit Street culvert over Mill Creek, PIN 2754.73.301, known as the "Project" is eligible for reimbursement of qualified costs from Bridge NY funding that calls for the post-reimbursement apportionment of the qualified costs to be borne at the ratio of 100% Bridge NY funds and 0% non-Bridge NY funds; and

WHEREAS, the County of Oneida Department of Public Works will assist in the coordination of design, construction inspection, construction services and administer all phases of the project pursuant to an Intermunicipal Agreement dated June 8, 2022;

NOW, THEREFORE, the Village of Boonville Board of Trustees, duly convened on March 21, 2023 does hereby

RESOLVE, that the Village Board hereby approves the Project; and it is further

RESOLVED, that the Village Board agrees that the County of Oneida may enter into a construction contract with GPI for

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an amount not to exceed \$970,613 on behalf of the Village of Boonville for the Bridge NY project; and it is further

RESOLVED, that the Village Board hereby authorizes the County of Oneida to pay 100% of the cost of the work for the Project or portions thereof, with the understanding that qualified costs will be reimbursed from Bridge NY funding; and it is further

RESOLVED, that in the event the costs of the Project exceed the amount appropriated above, the Village of Boonville Board of Trustees shall convene as soon as possible to appropriate said excess amount immediately upon the notification by the County of Oneida and Contractor of such an expense; and it is further

RESOLVED, that the Village Board hereby agrees that the County of Oneida Department of Public Works has committed to construction of the Project to begin no later than twenty-four (24) months after award date of 3/24/22, and the construction phase of the Project shall be completed within thirty (30) months; and it is further

RESOLVED, that Judith Dellerba, the Mayor of the Village of Boonville be and is hereby authorized to execute all necessary agreements, certifications or reimbursement requests with NYS DOT for Bridge NY funding on behalf of the Village of Boonville in connection with the advancement or approval of the Project and providing for the administration of the Project and the municipality's funding of the Project costs, and it is further

RESOLVED, that the County of Oneida, NY will be responsible for all maintenance of the Project; and it is further

RESOLVED, that a certified copy of this resolution be filed with the New York State Commissioner of Transportation by attaching it to any necessary Agreement in connection with the Project; and it is further

RESOLVED, this Resolution shall take effect immediately.

DATED: MARCH 21, 2023

Adopted by the following vote:

Ayes: 4; Nays: 0; Absent: 1

A motion was made by Trustee Stanford, seconded by Trustee Stabb to approve of the foregoing Bridge NY resolution as presented. Ayes – Trustees Stanford, Stabb, Satterly and Mayor Dellerba; nays – none. Motion carried.

Treasurer Kaiding presented the board with a quote of \$4,800.00, supplied by LaFave, White & McGivern, land surveyors, to update the boundary survey map for Erwin Park, as is required by NYS Parks in conjunction with the grant specifications and updates to Erwin Park. A motion was made by Trustee Stabb, seconded by Trustee Stanford to approve of the updating of the boundary survey map for Erwin Park, with the price of \$4,800.00 as quoted by LaFave, White & McGivern. Ayes – Trustees Stabb, Stanford, Satterly and Mayor Dellerba; nays – none. Motion carried.

A contract from LaFave, White & McGivern, land surveyors, was presented by Treasurer Kaiding for review by the board. The contract would grant the village a temporary easement, involving 3 parcels, to allow work to be done for the Capital Project at the WWTP. The invoice for said contract, if it is accepted is \$2,500.00. A motion was made by Trustee Stanford, seconded by Trustee Stabb to approve the mayor to sign the aforementioned contract and, furthermore, to pay the invoice in the amount of \$2,500.00 to LaFave, White & McGivern as presented. Ayes – Trustees Stanford, Stabb, Satterly and Mayor Dellerba; nays – none. Motion carried.

A proposal was received from Barton & Loguidice, engineers, in the amount of \$2,000.00 for the drafting of a Mercury Minimization report for 2022 for the WWTP. A motion was made by Trustee Stanford, seconded by Trustee Stabb to approve of the engineering firm of Barton & Loguidice to draft the Mercury Minimization report for 2022 at a cost of \$2,000.00. Ayes – Trustees Stanford, Stabb, Satterly and Mayor Dellerba; nays – none. Motion carried.

**Police:** OIC Robenski discussed the need of a new patrol vehicle for the department. In the month of February, a total of 189 calls for service were attended to. OIC Robenski stated that new part-time patrolman Thomas Bronson has begun training within the department and is doing well; OIC Robenski suggested that the board consider raising parking fines and violation amounts. A motion was made by Trustee Stanford, seconded by Trustee Stabb to have OIC Robenski proceed with the process of obtaining a 2023 Dodge Durango patrol vehicle through OGS government services. OIC Robenski suggested that the board think about raising the price of

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parking tickets. OIC Robenski states that NYS has raised their parking violations for illegal handicap parking to \$80.00. OIC Robenski suggested that the board think about raising their parking violations to \$50.00.

**Streets:** Supt. Welch reported the following items: snow is being hauled off of village streets; fixed the International truck's plow frame; assisted the snow festival with hauling of snow; plowing; assisted Municipal Commission with a water leak; and worked on the new storage building at the Transfer Site.

**Sewers/WWTP:** Foreman Kafka states that 4 sewer calls have been attended to in the month of February: Thornton Ave., 159 Ford Street, Post Street MC water dept. lateral broken, and 229 Academy Street; polymer has been delivered and should last until late fall-mid-winter; assisted with MC water dept. dig along Main Street because it was over and under the village's clay sewer main; 18.06 tons of sludge sent to the landfill this month to date; last month 10,650 gallons of septic waste was accepted at the plant with no issues; so far this month 7,250 gallons has been accepted; with the onset of warmer weather coming – Noah and Foreman Kafka will be preparing to pressure wash the inside of the press building and grit room and the plan has exceeded the DEC permit regulations all winter and the plant is running beautifully!

**Transfer Site:** Foreman Brach has begun pricing out a retaining wall and has contacted 3 contractors for estimates and is awaiting their responses.

**Fire:** Fire Chief Pritchard presented the Fire Report for February to the board ahead of the meeting. In the month of February, a total of 8 calls were answered: 1 call was attended in the Village and 7 calls were answered in the Town of Boonville. Chief Pritchard stated that air tank quality tests must now be performed 4 times per year to meet compliance standards.

**Zoning & Codes:** CEO/ZEO Doolittle respectfully requested that the board consider raising the fee to re-inspect a property with violations. Attorney Young suggested that the board institute a re-inspection fee charge of \$250.00.

**Old Business:**

**Snow/Brush Dump Permits-** After some discussion by the board regarding the price of snow/brush dump permits, a motion was made by Trustee Stabb, seconded by Trustee Satterly to amend the price of the dump permits as follows: snow dump permits from November-April - \$150.00 and brush dump permits from May-October - \$150.00. Ayes – Trustees Stabb, Satterly, Stanford and Mayor Dellerba; nays – none. Motion carried.

**Accident Report Protocol:** Clerk Lee presented the board with an accident report protocol sheet in the event of an accident. The board asked that Clerk Lee include the phone numbers of key people to call during and after work hours. A copy of this sheet can then be made available to keep in the village trucks and in each respective department.

**New Business:**

**ACS Request for Erwin Park and BYAA-** A request and a certificate of insurance, was received via email by Clerk Lee from Patrick Fiorenza, Athletic Director of ACS schools. Mr. Fiorenza respectfully asked permission from the village to utilize the Erwin Park and BYAA for athletic games and practices and also for their physical education classes for the spring season from April 3 – June 6. A motion was made by Trustee Satterly, seconded by Trustee Stabb to approve of the request as presented. Ayes – Trustees Satterly, Stabb, Stanford and Mayor Dellerba; nays – none. Motion carried.

**Fireworks Display at BYAA-** A request and a certificate of insurance was received from American Fireworks, Ms. Jennifer Banks, to conduct fireworks display on behalf of the Boonville Lumberjacks baseball team, on June 3, 2023, with a rain date to be determined. A motion was made by Trustee Satterly, seconded by Trustee Stanford to approve of the fireworks display as presented and to further approve of Mayor Dellerba signing the permit as such. Ayes – Trustees Satterly, Stanford, Stabb and Mayor Dellerba; nays – none. Motion carried.

**Executive Session:** A motion was made by Trustee Stanford, seconded by Trustee Satterly to enter Executive Session at 7:56 pm to discuss matters pertaining to a specific employee. At this time all meeting attendees exited the meeting, with the exception of Treasurer Kaiding and OIC Robenski. Ayes – Trustees Stanford, Satterly, Stabb and Mayor Dellerba; nays – none. Motion carried. The meeting returned to regular session at 8:30 pm.

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A motion was made by Trustee Stabb, seconded by Trustee Stanford to send a letter to the Town of Boonville Supervisor Stocklosa and the Town of Boonville Board, to address the concerns presented to the Village Board by Supervisor Stocklosa at the Village Board meeting of February 28, 2023. Ayes – Trustees Stabb, Stanford, Satterly and Mayor Dellerba; nays – none. Motion carried.


A motion was made by Trustee Stabb, seconded by Trustee Satterly to continue the Section 75 procedure with said employee and have Village Attorney Young and Mayor Dellerba discuss a potential settlement with said employee. Ayes – Trustees Stabb, Satterly, Stanford and Mayor Dellerba; nays – none. Motion carried.

A motion was made by Trustee Stanford, seconded by Trustee Stabb to approve of Mayor Dellerba signing the contract for future full-time employment for Mr. Thomas Bronson, as presented to and reviewed by the board. Ayes – Trustees Stanford, Stabb, Satterly and Mayor Dellerba; nays – none. Motion carried.

**Bills & Payroll:** A motion was made by Trustee Stabb, seconded by Trustee Stanford to approve the bills of abstract #19 and #12 – Trust & Agency, and #16 Capital Project @ WWTP and the payrolls for the weeks of: February 26<sup>th</sup>, March 5<sup>th</sup> and 12<sup>th</sup>, 2023 as presented. Ayes – Trustees Stabb, Stanford, Satterly and Mayor Dellerba; nays – none. Motion carried.

Gen. Fund	Abs #19	\$19,028.71	Vou: #368-398
WWTP Fund	Abs #19	\$9,930.86	Vou: #108-116
Transfer Site	Abs #19	\$2,880.27	Vou: #84-90
Trust & Agency	Abs #12	\$2,418.53	Vou: #28-30
Capital Project @ WWTP	Abs #16	\$31,828.50	Vou: #16

**Adjournment:** There being no other business, a motion was made to adjourn at 9:05 pm by Trustee Satterly, seconded by Trustee Stanford. Ayes – Trustees Satterly, Stanford, Stabb, and Mayor Dellerba; nays – none. Motion carried.

  
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Wendy Lee, Village Clerk