

PRESENT: Mayor Acee, Trustees Casscles, Janitz (3:45 PM), and Tomaselli, Travis DuBois, Dave Ohman, Derrick Wilcox, Ed Meyer, Diane Scalzo, Paul Jones, Jansen Casscles, Chris Thompson, Fred Jenkins, Kyle Pierce, Cody Webb, Tanner Campbell, Megan Law, Jacob Taylor, Dan Mooney, and Ione Rogers. Trustee Westcott was absent.

Mayor Acee opened the regular meeting with the pledge of allegiance. Dave Ohman said he would like to update the Board on the WWTP project. He said the items for consideration included a contract with Delaware Engineering, a resolution declaring the Village lead agency for SEQR, and approving the Full Environmental Assessment (FEAF) Part I. Dave Ohman said the Village also needed to obtain the services of bond counsel. Clerk Rogers said she had emailed Mr. Goodfriend at Orrick regarding the bond counsel services for this project, and he had agreed to provide the service. Dave Ohman reviewed the background on adding the Canal Street Pump Station to this project and went through the overall funding application plan. He said Delaware Engineering was offering a contract in the amount of \$24,900.00 to update the engineering report, assist the Village with SEQR, and assist the Village with preparation of WIIA and SRF funding applications. Dave Ohman said once the Village declared it is lead agency then it could accept the FEAF Part I form that would start a coordinated review of the proposed WWTP project under an unlisted action. He said several agencies including DEC, SHIPO, EFC, DOH, and DOT would be notified and have 30 days to comment. He said after the Village works through the process then Part II and Part III would have to be completed. Dave Ohman said the proposed WWTP project had two components now including the plant upgrade and the Canal Street Pump Station upgrade. He said SEQR was done back in 2020 for the first proposed project but now had to be done again for the new MBR process and the pump station. Dave Ohman said while the new MBR system is being built the current sewer plant can be used until it goes online. He said the SEQR process had a negative declaration last time and he presumes it will again this time. He said the current capacity of the sewer plant will be the same with the upgrade. Mayor Acee asked if there was any update on the WIIA funding. Dave Ohman said no application is available yet but the funding will be for 25% of the new project total cost, not the old \$18 million total. He said SRF applications are typically due in June and WIIA later typically August or September. Dave Ohman said by the next meeting that they will have the new cost estimate for review.

MOTION #183/22-23

Motion made by Trustee Tomaselli to authorize Mayor Acee to sign a professional services agreement to amend the WWTP engineering report, assist with SEQR, and project funding applications with Delaware Engineering, D.P.C. in the amount of \$24,900.00. Motion supported by Trustee Casscles. Motion unanimously carried.

MOTION #184/22-23

Motion made by Trustee Tomaselli to adopt the following resolution declaring the Village of Sherburne as Lead Agency for Improvements to the WWTP. Motion supported by Trustee Casscles. Mayor Acee cast his vote in the affirmative. Motion unanimously carried in a roll call vote.

RESOLUTION #4/22-23

DECLARE INTENT TO SERVE AS LEAD AGENCY (SEQR) FOR IMPROVEMENTS TO THE VILLAGE WASTEWATER TREATMENT PLANT TO MEET UPDATED EFFLUENT QUALITY STANDARDS TO MAINTAIN SPDES PERMIT COMPLIANCE AND UPGRADES TO THE CANAL STREET PUMP STATION TO IMPROVE RELIABILITY AND FLOOD RESILIENCY.

WHEREAS, the Village of Sherburne, Chenango County, New York, (hereinafter the "Village") owns and operates the wastewater conveyance and treatment system; and

WHEREAS, the wastewater treatment plant (WWTP) discharges to the Chenango River in the Susquehanna River Basin of the Chesapeake Bay Watershed; and

WHEREAS, the New York State Department of Environmental Conservation has identified the Village WWTP as one of thirty “Bay significant” plants operating in New York State subject to Total Phosphorus and Total Nitrogen loading limits as provided for in the most recent State Pollutant Discharge Elimination System (SPDES) permit; and

WHEREAS, in order to meet those limits the WWTP requires a comprehensive system upgrade; and

WHEREAS, infrastructure improvement and upgrade projects are discretionary actions subject to review under 6 NYCRR Part 617, the implementing provisions of the State Environmental Quality Review Act (SEQRA); and

WHEREAS, to guide the upgrade project, the Village engaged an engineer to prepare a report evaluating the existing plant conditions which identified three feasible upgrade alternatives with associated costs that would ensure plant reliability and long-term SPDES permit compliance; and

WHEREAS, the Village initially chose Alternative 2 – Partial Upgrade, a project that would upgrade most the existing equipment and treatment processes for current flow and loads up to the current permit limits, with some improvements to be performed by the Village if needed in the future; and

WHEREAS, that project was reviewed under SEQRA with the Village Board of Trustees, acting as lead agency, conducting a coordinated review with all involved agencies for an Unlisted action; and

WHEREAS, no adverse environmental impacts were identified for that project and a negative declaration was issued on July 20, 2020; and

WHEREAS, recent developments relative to the operation of the plant’s bio-towers precludes the viability of Alternative 2 and the Village has now decided to implement Alternative 3 – Comprehensive Upgrade Using MBR Technology; and

WHEREAS, the Village has decided to expand the Alternative 3 scope of work to include an upgrade to the Canal Street Pump Station to address reliability and flood resiliency issues; and

WHEREAS, the Village has determined that the changes in project scope are significant enough to warrant the reconsideration of the action under SEQRA; and

WHEREAS, the Village has again determined itself to be the appropriate body to act as “Lead Agency” for conducting a coordinated review under SEQRA for the WWTP and Canal Street Pump Station Upgrade project:

NOW, THEREFORE BE IT RESOLVED BY THAT:

1. The Village declares its intention to serve as Lead Agency for the SEQR process, provided that no involved agency objects within thirty (30) days of notification of the Village’s intent to serve as lead agency; and
2. The Village hereby determines that the project is classified as an Unlisted action under the State Environmental Quality Review Act (SEQRA), pursuant to the implementing provisions found in 6 NYCRR Part 617; and
3. The Village shall cause to be prepared a Full Environmental Assessment Form (FEAF) and to notify potentially involved and interested agencies of the Village’s intent to serve as lead agency and to further initiate a coordinated review of the project under SEQR regulations.

Roll Call Vote:	Trustee Casscles	Yes	Mayor Acee	Yes
	Trustee Tomaselli	Yes		
	Trustee Janitz	Yes	Trustee Westcott	Absent

MOTION #185/22-23

Motion made by Trustee Tomaselli to accept and authorize Mayor Acee to sign the Full Environmental Assessment Form (FEAF) Part 1 as presented on February 21, 2023. Motion supported by Trustee Casscles. Motion unanimously carried.

Ed Meyer said the Town last met on February 8, 2023 and all the department reports were approved. He said the highway department had obtained all the easements voluntarily for the Pleasant Valley Road bridge work this summer. He said Chenango County had received \$441,000 in funds from the Oneida Indian Nations and \$308,000 in opioid settlement funds. He said the Town share is still unknown. He said there is talk of a solar farm and the Town already has a law in place to address the matter. He said the Town received over \$78,000 in sales tax for the last quarter. He said the salt shed property purchase is an ongoing process. He said the Town Supervisor has a new computer and is learning to use it. He said three of the board members are up for re-election this year and are all likely to run.

MOTION #186/22-23

Motion made by Trustee Tomaselli to approve the minutes of the last regular Board meeting. Motion supported by Trustee Casscles. Motion unanimously carried.

MOTION #187/22-23

Motion made by Trustee Tomaselli to authorize the Mayor to sign the abstracts below:

General	#148	\$ 26,056.46	Water	#155	\$ 2,714.09
Electric	#149	\$106,264.58	Sewer	#156	\$ 2,714.08
Water	#150	\$ 2,445.03	General	#157	\$ 13,507.84
Sewer	#151	\$ 5,167.13	General	#158	\$113,875.36
UDAG	#152	\$ 29,685.00	Electric	#159	\$479,086.99
General	#153	\$ 25,714.48	Water	#160	\$ 15,477.91
Electric	#154	\$ 23,311.90	Sewer	#161	\$ 33,905.01
			Joint Activity	#162	\$ 135.72

Motion supported by Trustee Casscles. Motion unanimously carried.

Clerk Rogers read the police report for January 2023.

MOTION #188/22-23

Motion made by Trustee Tomaselli to accept the police report for January 2023 as reported. Motion supported by Trustee Casscles. Motion unanimously carried.

Supt. DuBois said DPW was doing seasonal work and it had been mild. He said he had two more homeowners for the drainage project and there was a meeting next week with the owner of the Dollar General to discuss. He said he still needed to reach out to the owner of 20 Classic Street. Supt. DuBois said a homeowner at 3151 NYS Route 80 outside the Village has made a request to hook up to Village water because his well has gone bad. He said the Village's water line basically ends at the former Hilsinger property. He said there is no water main in front of the home. Supt. DuBois said it would be possible to push a service line to the pump stations. He said the homeowner asked about pushing a line across the road and tapping into the line. He said that project would require engineering and dealing with the State ROW. He said an engineer would have to size the line for potable water or fire protection and assess the pumping stations for more capacity. He said he did not want to make a unilateral decision and say no to a project. Mayor Acee said outside users have been added in the past by contract for revenue to help pay expenses. He said this project sounds cost prohibitive. He said the other way to add customers is to add a water district and this would be a much bigger project for the future. Trustee Tomaselli said to be fair make an offer to the homeowner that includes the condition that he has to pay for it. Mayor Acee agreed and so did Trustee Janitz. Supt. DuBois asked for permission to bid concrete for next fiscal year. He asked the Board to approve the required documents regarding indemnification for the NYS DOT permits for utility work and non-utility work for next year too.

MOTION #189/22-23

Motion made by Trustee Tomaselli to authorize Supt. DuBois to extend an offer for the outside property owner to purchase water from the Village if willing to underwrite all the associated costs to hook into the Village water line and with approval from Supt. DuBois. Motion supported by Trustee Casscles. Mayor Acee cast his vote in the affirmative. Motion unanimously carried.

MOTION #190/22-23

Motion made by Trustee Tomaselli to authorize Supt. DuBois to bid ready-mix concrete for 2023-2024. Motion supported by Trustee Casscles. Motion unanimously carried.

MOTION #191/22-23

Motion made by Trustee Tomaselli to authorize Mayor Acee to sign NYS DOT PERM 1, 2, and 50 forms for filing with PERM 32 and 33 forms for Highway Work Permits for Utility and Non-Utility Work for 2023-2024. Motion supported by Trustee Casscles. Motion unanimously carried.

Supt. DuBois said the electric department was working primarily on the fiber project. He said all the major fiber was hung. He said he had divided the project up into six territories. He said the first splicing and testing was being done in the Village and was completed this morning. He said he had 25 to 30 customers signed up for the fiber and the goal was to start to hook up some customers tomorrow. Supt. DuBois said the Village had had the Energy Efficiency Plan (EEP) since 2009. He said it was a requirement of the PSC and the Village was no longer regulated by them. He said the program will continue along with the 1 mill adder for it. He said energy efficiency is in consideration of the NYPA contract for the hydro power going forward. He said the fund is continuing to grow over the past three years and should be approximately \$55,000 by this year end. He said the EEP will continue to offer appliance rebates, insulation and weatherization. Supt. DuBois said he proposes to use \$30,000 of the funds toward a project to upgrade physical security and access. He said NYPA allows for projects for reliability and security falls within that scope. Supt. DuBois said these funds along with what he budgeted would allow the Village to complete a key fob system and add cameras for all the Village facilities at one time. Mayor Acee asked Supt. DuBois to talk to Fire Chief Jones about the new security system. Supt. DuBois said he had talked to the Board in the past about the increased costs of transformers and the lead time for them. He said the pole top transformers are somewhat okay, but the padmount transformers cost have become a big problem. He said ones in stock that have a cost of \$1,200 are now closer to \$12,000 and a larger padmount transformer that was \$3,300 is now \$24,000. He said these quoted prices are for transformers made in Mexico.

MOTION #192/22-23

Motion made by Trustee Tomaselli to approve the Energy Efficiency Program (EEP) as presented for 2023-2024. Motion supported by Trustee Casscles. Mayor Acee cast his vote in the affirmative. Motion unanimously carried.

Mayor Acee said there is shortfall in funds for EMS to cover payroll. He reviewed the current fiscal years EMS revenue and how it has fallen off. Clerk Rogers said the \$5,033 shortfall in January has been covered, but now a shortfall of approximately \$20,000 exists for February. Mayor Acee said he has asked the Town for help with this using their ARPA funds and he will also talk to Columbus and Smyrna. Mayor Acee recommended using \$20,000 of ARPA funds for EMS payroll. He said Terry and Leroy will be going through PCRs and checking the number of calls and that all of them are being billed. Mayor Acee said the new hires on the agenda are not eligible for transfer, so the Village is going to canvas the BLS list. Mayor Acee said a Paramed class is being offered by MVHS and a Basic EMT has asked about tuition reimbursement. He said the tuition is around \$6,000. He said the Village could develop a program if the Board is interested in the concept. Trustee Casscles said any reimbursement should be done after the candidate has completed and passed the class. Other ideas were to make it available to candidates in a geographic location and passing grade. Dan Mooney said the Village could tie the reimbursement to the GPA on a percentage scale. Trustee Tomaselli asked if the students taking the course were doing this instead of college and if they were younger or not. Jansen Casscles said it's all over the board. Kyle Pierce said he just finished this class,

and it was good. Mayor Acee told him congratulations. Mayor Acee said he had handed out a sheet with two proposals for EMS rate increases to discuss. He said proposal 1 was basically the current EMS rate schedule with increased rates for March 1. He said proposal 2 added other EMS rate charges as well. The proposed new rates were discussed. Supervisor Scalzo said any new fee schedule would not amount to as much as you think because many of the calls are paid by Medicaid and Medicare. Trustee Casscles asked if it was worth disgruntling taxpayers by charging refusal fees. The Board did agree with adding a MVA sign off fee of \$500. Dan Mooney said there is a separate protocol for a MVA signoff. Tanner Campbell said at another employer that they have a form for a signature and the necessary information for a MVA sign off. Mayor Acee asked for Board approval for a second Deputy Clerk-Treasurer (temporary) position to hire someone to train for when the Clerk-Treasurer retires. Mayor Acee said he wanted the minutes to reflect that the employees that were represented by the union have voted the union out, so no employees of the Village are represented by a union at this time. Trustee Casscles said that was an unusual move. Mayor Acee said a point of information that is not on the agenda is talks are taking place with the fire department to change the EMS structure. He said the fire department has emailed him 28 questions that need to be reviewed and answered. He said he will be working on it for the next agenda.

MOTION #193/22-23

Motion made by Trustee Tomaselli to appropriate ARPA funds for EMS payroll for February 2023 in the amount of \$10,000.00. Motion supported by Trustee Casscles. Motion unanimously carried.

MOTION #194/22-23

Motion made by Trustee Casscles to approve the following EMS call billing rates effective March 1, 2023: ALS 1 \$1,700.00, ALS 2 \$2,150.00, BLS \$1,400.00, Mileage at \$40.00 per mile, and a new category for an MVA sign off at \$500.00. Motion supported by Trustee Tomaselli. Motion unanimously carried.

MOTION #195/22-23

Motion made by Trustee Tomaselli to approve a new civil service position for a 2nd Deputy Clerk/Treasurer (temporary). Motion supported by Trustee Casscles. Motion unanimously carried.

Clerk Rogers asked the Board to approve the sewer unit rate increase that was included in the 2023-2024 budgets. Clerk Rogers said she had re-levied water and sewer on the 2023-2024 tax bills. She said there was bad debt in the Water Fund from an outside village user that could not be re-levied to write off. Clerk Rogers had the results from the DCMO BOCES fuel bid for 2023-2024 for the Board to accept. Clerk Rogers said she had the 2023-2024 tax warrant for Board approval. Clerk Rogers said she had the BST 4-408 audit proposal for 2022-2023 for approval. She said the fire department had approved Doug Eaton as a member back in November 2022 that needed Board approval. Clerk Rogers had several budget transfers for fiscal year end mainly the annual transfer for the fire department and ambulance departments along with a few other miscellaneous transfers.

MOTION #196/22-23

Motion made by Trustee Tomaselli to adopt a sewer unit rate of \$29.00 per unit effective March 2023 and billed on the April 2, 2023 invoice. Motion supported by Trustee Janitz. Mayor Acee cast his vote in the affirmative. Motion unanimously carried.

MOTION #197/22-23

Motion made by Trustee Tomaselli to accept the attached list of water and sewer bills that were re-levied on the March 1, 2023 tax bills. Motion supported by Trustee Casscles. Motion unanimously carried.

MOTION #198/22-23

Motion made by Trustee Janitz to approve a bad debt write off in the Water Fund in the amount of \$1,463.74. Motion supported by Trustee Tomaselli. Motion unanimously carried.

MOTION #199/12-23

Motion made by Trustee Tomaselli to accept the fixed rates for delivery of fuel oil and blends and escalator rate for delivery of kerosene provided by Buell Fuel in the DCMO BOCES Cooperative Fuel Bid for contract period July 1, 2023 to June 30, 2024 and reject the key card escalator rates bid by Mirabito Energy Products while retaining the current key card escalator rates for unleaded gasoline and diesel at the pumps provided by Global Voyager for the same period. Motion supported by Trustee Casscles. Motion unanimously carried.

MOTION #200/22-23

Motion made by Trustee Tomaselli to authorize Mayor Acee to sign the 2023-2024 tax warrant. Motion supported by Trustee Casscles. Motion unanimously carried.

MOTION #201/22-23

Motion made by Trustee Tomaselli to authorize Mayor Acee to sign the 4-408 audit proposal dated January 20, 2022 from BST in the amount of \$10,400 with any other accounting services at hourly rates not including out-of-pocket expenses limited to \$750. Motion supported by Trustee Casscles. Motion unanimously carried.

MOTION #202/22-23

Motion made by Trustee Casscles to approve Douglas Eaton as a new member of the Village of Sherburne Fire Department effective November 9, 2022 with a six month probationary period. Motion supported by Trustee Tomaselli. Motion unanimously carried.

MOTION #203/22-23

Motion made by Trustee Tomaselli to make the following budget adjustment and transfers:

Request the following budget transfers:

To:	AA01132504	\$2,463	From:	AA01132501	\$155
				AA01132502	\$1,000
				AA01142004	\$1,308
	AA03312002	\$8,301		AA03312001	\$8,301
	AA03341004	\$12,719		AA03341002	\$7,944
				AA033410044	\$775
				AA033410091	\$4,000
	AA033410042	\$2,340		AA03341002	\$2,340
	AA033410043	\$188		AA03341002	\$188
	AA04454004	\$826		AA04454002	\$826
	AA044540044	\$289		AA04454002	\$289
	AA044540047	\$1,144		AA04454002	\$1,144
	AA04454009	\$4,970		AA04454002	\$163
	AA044540044			AA044540042	\$3,106
				AA044540043	\$1,401
				AA044540046	\$300
	AA05511004	\$143		AA05511002	\$143
	AA05513204	\$1,140		AA05513201	\$1,140
	AA05514204	\$3,343		AA05514201	\$3,343
Total		\$37,866			\$37,866
To:	GG02812004	\$335	From:	GG02812001	\$335
	GG02813002	\$21,282		GG02813001	\$5,707
				GG02813004	\$11,186
				GG028130042	\$580
				GG028130045	\$3,809
Total		\$21,617			\$21,617
To:	JA057325046	\$91	From:	JA057325045	\$91
Total		\$91			\$91

Motion supported by Trustee Casscles. Motion unanimously carried.

MOTION #204/22-23

Motion made by Trustee Tomaselli to move into and out of executive session with the Board to discuss personnel and wage negotiations. Motion supported by Trustee Janitz. Motion unanimously carried.

Mayor Acee summarized the wage increases discussed along with other benefit changes.

MOTION #205/22-23

Motion made by Trustee Tomaselli to approve Jennifer Crim as a 2nd Deputy Clerk/Treasurer (temporary) with an annual salary of \$82,000.00 per year and four weeks of vacation per year from the onset effective March 20, 2023. Mayor Acee cast his vote in the affirmative. Motion unanimously carried.

MOTION #206/22-23

Motion made by Trustee Tomaselli to approve the following list of pay increases effective with the pay period ending March 5, 2023 and pay date of March 10, 2023 along with other miscellaneous adjustments to employee benefits as listed in the union contract expiring February 28, 2023:

Employee	Increase to Base Rate 23/24	24/25	25/26	26/27
Levi Day	\$2.68 Lineman Schedule	\$4.00	\$4.00	\$4.10
Brady Sopchak	\$2.00 Lineman Schedule	\$1.40	\$4.00	\$4.00
Alan Keith	\$3.85	\$2.00	\$2.00	\$2.00
Allan Doing	\$6.88	\$2.00	\$2.00	\$2.00
Lisa Smith	\$4.00	\$2.00	\$2.00	\$2.00
Randy Hull	\$2.00	\$2.00	\$2.00	\$2.00
Tyler Bigford	\$2.00	\$2.00	\$2.00	\$2.00
Daphne Dodge	\$2.00	\$2.00	\$2.00	\$2.00
Travis DuBois	\$20,009.60 Annually			
James Crandall	\$10,587.20 Annually			
Ione Rogers	\$4,160.00 Annually			

All hourly rates are now inclusive except for \$1.50 per hour year-round for call out for weather related storms. The \$.75 for CDL and \$.50 for Crew Chief have been eliminated.

Lineman Training School is now reimbursable; This will be a year for year exchange for the entire four-year apprentice program. For each year of training that an employee receives at the Village of Sherburne's expense which includes hourly wages, tuition, room, and expenses; the employee will be obligated to work as a lineman at the completion of their apprentice program year for year or repay the costs back to the village. Example, if an employee spends four years in training, they will give the Village four years of work as a lineman or return the prorated cost of the tuition.

An employee that does not participate in the Village's health insurance plan is eligible for a wage stipend equal to the cost of single coverage.

Health Insurance cost to employee schedule:

	23/24	24/25	25/26	26/27
Single	\$150.00	\$150.00	\$175.00	\$200.00
EE Sp	\$255.00	\$255.00	\$300.00	\$340.00
EE Ch	\$255.00	\$255.00	\$300.00	\$340.00
Family	\$360.00	\$360.00	\$420.00	\$480.00

After an employee of the Village of Sherburne has worked ten years for the Village and executes their retirement from the Village of Sherburne under the NYS Retirement System, the Village will then offer a maximum of \$20,000.00 credit towards the premium the Village charges for retiree health insurance. The credit is to be used solely to offset the cost of retiree health insurance.

The current Clerk-Treasurer upon retirement in 2023 will retain her current health insurance plan including the employee and child at no cost until Medicare age of 65 at which time she will be transferred to a Medicare Supplement plan and the child will remain on an employee plan and she will pay the going rate for retirees that retired previously and be entitled to use the \$20,000.00 stipend.

The current vacation schedule will add an additional one day of vacation per year for years 21 to 30 so at 30 years the total number of vacation days will be 35 days.

The meal allowances will be up to \$12.00 for breakfast, \$15.00 for lunch, and \$26.00 for dinner.

The uniform allowance for employees will be \$400.00 with an additional \$300.00 for boots, and the clerks will receive a flat amount of \$600.00 for a clothing allowance.

Motion supported by Trustee Janitz. Mayor Acee cast his vote in the affirmative. Motion unanimously carried.

MOTION #207/22-23

Motion made by Trustee Tomaselli to adjourn at 6:08 PM with there being no further business to conduct. Motion supported by Trustee Casscles. Motion unanimously carried.

Ione A. Rogers, Clerk-Treasurer

DRAFT