

PRESENT: Mayor Acee, Trustees Casscles, Janitz, and Tomaselli, Travis DuBois, Dave Ohman, Derrick Wilcox, Diane Scalzo, Ken Ulrich, Fred Jenkins, Donna Maltzan, Jennifer Crim, and Ione Rogers. Trustee Westcott was absent.

Mayor Acee opened the meeting with the Pledge of Allegiance.

Dave Ohman from Delaware Engineering provided update on WWTP Project to address the aging sewer facility and SPDES compliance, the upgrade to Canal Street pump station which would include generator work, building move, storm drain, and the flood plain designation. He discussed updates to project scope and cost for final plan forward for funding applications work. He discussed project schedule in preparation for next month's action items for funding. Dave Ohman said the Village should prepare a bond resolution and hearing for April 17th meeting, EFC application due 6/15/23 which will be completed by Delaware Engineering, completion of RFQ's for professional services required for WIIA (Water Infrastructure Improvements Act) grant application due between August and September. He said the deadline is still to be determined. He said WIIA grant funding would provide 25% funding on new project costs of \$35M. Mr. Ohman said the \$35M project is recommended to include a 30% contingency for funding to cover cost increases associated with material and equipment as needed. There was discussion about setting up meetings in Albany to get project attention. Delaware Engineering asked for 30 minutes at the 4/17/23 meeting for SEQR that will need to be finalized before the bond resolution is adopted. Dave Ohman said at the 5/15/23 meeting, Delaware Engineering will review application and ask for authorization to advertise. Mayor Acee said the Village would be using Orrick for bond council and Municipal Solutions for financial advisors. Clerk Rogers said in this particular project that Delaware Engineering would sub contract to Municipal Solutions for the MWBE credit. Mayor Acee asked the Board if they wanted to proceed with a \$35M bond resolution for a WWTP project. Clerk Rogers explained that the bond resolution showed that the Village was committed to the WWTP project for application purposes but was not on the hook yet and will be able to get a financing picture before proceeding. Mayor Acee asked if there were any comments.

MOTION #1/23-24

Motion made by Trustee Tomaselli to approve Orrick to prepare a bond resolution for a proposed WWTP Project in the amount of \$35M for consideration at the April 1, 2023 Board Meeting. Motion supported by Trustee Casscles. Motion unanimously carried.

MOTION #2/23-24

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

MOTION #3/23-24

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

General	#001	\$ 26,041.68	Electric	#007	\$156,018.41
Electric	#002	\$ 25,805.95	Electric	#008	\$ 91,081.00
Water	#003	\$ 2,979.61	Water	#009	\$ 7,384.64
Sewer	#004	\$ 3,032.16	Sewer	#010	\$ 26,185.94
Electric	#005	\$273,344.86	Joint Activity	#011	\$ 6,692.19
General	#006	\$ 79,389.68			

Motion supported by Trustee Casscles. Motion unanimously carried.

Clerk Rogers said she did not have a police report for this meeting.

Supt. Dubois provided DPW, Water, and Sewer updates. WIP: clean up from plow damage, remarked water shed boundaries, water main flushing scheduled for week of April 3rd. He discussed the concrete bid: Cossitt bid \$157.50/cy, Heidelberg bid \$175.00/cy for sidewalk mix.

MOTION #4/23-24

Motion made by Trustee Tomaselli to award the ready-mix concrete bid to Cossitt Concrete from 3/01/23 until 2/29/24. Motion supported by Trustee Casscles. Motion unanimously carried.

MOTION #5/23-24

Motion made by Trustee Tomaselli to approve flushing Village water mains starting April 3rd. Motion supported by Trustee Casscles. Motion unanimously carried.

Supt. Dubois provided Electric and Fiber updates. He said are currently 9 households hooked up to fiber, with 188 more signed up, and 376 interested for a total of 573 households. Donna Maltzan asked about the costs and providers which generated discussion about an available demo portal for service providers. Supt. DuBois said there are currently two providers with a dozen offerings of speed and costs. He said it's anticipated that more providers will sign up. Supt. DuBois discussed an electric customer on Pleasant Valley Road that farms corn, and dries it as a business that needs a new 500' underground service including a 167kV transformer to support drying the corn. He said standard installation of aerial service would be too challenging due to trucking in and out of the site. He said the additional costs to provide the service above the standard installation is estimated to be \$9,900 of which \$6,000 is the transformer costs. He said standard practice would be to collect 50% up front with 50% upon completion which is when the meter is installed. Supt. DuBois said the customer has agreed to pay 50% up front but has asked for an extension after the meter is installed. He said the customer needs to collect money from its Fall harvest and asked to pay the last 50% installment in November.

MOTION #6/23-24

Motion made by Trustee Tomaselli to approve the terms requested for the new service at the Pleasant Valley farm location with 50% down and final payment by December 1, 2023 pending acceptance of the agreement offered by Supt. DuBois. Motion supported by Trustee Casscles. Motion unanimously carried.

Mayor Acee asked the Board to approve Sara Burton as a Basic provider in EMS. He said Rotary was requesting permission for fireworks at the school and a band in Gaines Park on July 4th along with the usual Music in the Park summer series. Mayor Acee read a letter from Alan Keith thanking him and the Board for recent adjustments to wages and benefits and for taking an interest in the employees. Mayor Acee discussed the purchase of Image Trend software which is used for PCR reporting. He said the county is also using Image Trend software. Ken Ulrich said he uses it at the county and they provide ipads that the providers can use for charting in the rigs. Mayor Acee discussed the EMS Organization Chart. He proposed one change with Don Hoag in charge of training with an increase in pay of \$1/hr. The EMS organizational structure is as follows:

- Person In-Charge – Terry Kuhn
- Person In-Charge of Daily Operations – LeRoy Burlingame
- Person In-Charge of Training – Don Hoag
- Person In-Charge of Maintenance – Vern Palmiter
- Person In-Charge of Internet – Jeremy Loveland

Trustee Casscles stated her objection to the person being in charge being in Florida. She said if the Village hired a full-time person here that all the other persons in charge would not be necessary. She said it would be clearer, cleaner and better organized. Mayor Acee said that he agrees that would be better, but he said with the budget where it is that is not possible and this is working at this time. Trustee Janitz said the Village is not in a position to increase spending in EMS at this time. Fred Jenkins said one person to communicate with back in forth would be good for the fire department. He asked Mayor Acee if he met with Jansen to discuss the EMS revenue. Mayor Acee said no and that Terry Kuhn had reached out to George Finch at the county and others to discuss the decline in revenue. Mayor Acee asked Mr. Jenkins what he thought. Fred Jenkins said maybe the revenue decreased because something changed in the billing of the EMS calls. Clerk Rogers said EMS is still looking into September 2022 for answers. Mayor Acee said going forward he wants Don Hoag to track all the calls. He said Chenango County has different people doing different things regarding EMS including George Finch, Matt Beckwith, and Jim Dean. Mayor Acee asked if there were any objections to having a regular meeting after the annual meeting to discuss other Village business. Trustee Casscles said she wants things like the organization chart prior to the meeting. Mayor

Acee said he will when he can, but that information was not finalized when the agenda was released.

MOTION #7/23-24

Motion made by Trustee Casscles to approve Sara Burton as a Basic Life Support Technician PT at \$18.50 per hour effective March 20, 2023. Motion supported by Trustee Tomaselli. Motion unanimously carried.

MOTION #8/23-24

Motion made by Trustee Tomaselli to approve Sherburne Rotary's request for July 4th fireworks at SECS at dusk and music in Gaines Park from 6:00 PM until 8:00 PM along with the summer Music in the Park series on Wednesday evenings through August 9, 2023 contingent upon receipt of a certificate of insurance for the events. Motion supported by Trustee Casscles. Motion unanimously carried.

MOTION #9/23-24

Motion made by Trustee Casscles to approve the purchase of Image Trend software for EMS. Motion supported by Trustee Tomaselli. Motion unanimously carried.

MOTION #10/23-24

Motion made by Trustee Janitz to approve the EMS organizational structure. Motion supported by Trustee Tomaselli. Motion opposed by Trustee Casscles. Mayor Acee cast his vote in the affirmative. Motion carried 3 to 1.

Clerk Rogers requested the following annual motions:

MOTION #11/23-24

Motion made by Trustee Tomaselli to authorize Mayor Acee to sign the Participation Agreements for Sherburne Community Park and Youth Recreation for the 2023 season. Motion supported by Trustee Casscles. Motion unanimously carried.

MOTION #12/23-24

Motion made by Trustee Tomaselli to authorize Mayor Acee to sign the Park Maintenance Agreement with the Sherburne Recreation Commission for park maintenance services in the amount of \$6,000.00 for 2023. Motion supported by Trustee Casscles. Motion unanimously carried.

MOTION #13/23-24

Motion made by Trustee Tomaselli to approve a budget adjustment in the General Fund for street lighting in the amount of \$43,492.00 for fiscal year end February 28, 2023. Motion supported by Trustee Casscles. Motion unanimously carried.

MOTION #14/23-24

Motion made by Trustee Tomaselli to schedule the Annual Meeting for the Village of Sherburne for Monday, April 3, 2023 at 3:30 PM with a regular meeting immediately to follow. Motion supported by Trustee Casscles. Motion unanimously carried.

MOTION #15/23-24

Motion made by Trustee Tomaselli to move into and out of executive session with the Board, Supt. Dubois, Clerk Rogers, and Deputy Clerk Crim to discuss personnel. Motion supported by Trustee Casscles. Motion unanimously carried.

MOTION #16/23-24

Motion made by Trustee Tomaselli to approve a pay increase of \$1.00 per hour for Don Hoag for additional EMS duties of QI and QA effective March 20, 2023. Motion supported by Trustee Janitz. Motion opposed by Trustee Casscles. Mayor Acee cast his vote in the affirmative. Motion carried.

MOTION #17/23-24

Motion made by Trustee Tomaselli to adjourn at 5:07 PM with there being no further business to conduct. Motion supported by Trustee Casscles. Motion unanimously carried.