

PRESENT: Mayor Acee, Trustees Casscles, Janitz, and Westcott, Travis DuBois, Diane Scalzo, Derrick Wilcox, and Keith Van Althuis. Trustee Tomaselli was an excused absence.

Mayor Acee opened the meeting with the Pledge of Allegiance at 3:41 PM.

Derrick Wilcox from Delaware Engineering gave an update on the WWTP project. Derrick Wilcox said that the village of Sherburne had been awarded up to \$3,729,104 in Enhanced WIIA funds. Derrick Wilcox said that including these funds in the financing with EFC had pushed back the closing of the finance agreement to around mid-February. Derrick Wilcox said that as a reference he had supplied the board with a new tentative schedule for the project. Derrick Wilcox said that the Enhanced WIIA grant would reduce some of the upcoming increases in sewer unit rates, by creating less debt for the village. Derrick Wilcox said Delaware Engineering was continuing to work with Village Superintendent DuBois, Water-Sewer Superintendent James Crandall, as well as other village sewer staff to finalize design for the WWTP plant.

MOTION #123/24-25

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

MOTION #124/24-25

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

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|----------|------|--------------|----------------|------|--------------|
| General | #112 | \$ 22,264.36 | Sewer | #120 | \$ 3,903.83 |
| Electric | #113 | \$ 29,551.83 | General | #121 | \$ 62,408.38 |
| Water | #114 | \$ 3,496.21 | Electric | #122 | \$382,018.40 |
| Sewer | #115 | \$ 4,815.77 | Water | #123 | \$ 17,205.21 |
| Electric | #116 | \$ 145.00 | Sewer | #124 | \$ 18,657.39 |
| General | #117 | \$ 25,603.62 | Capital | #125 | \$ 29,129.78 |
| Electric | #118 | \$ 30,055.67 | Joint Activity | #126 | \$ 181.52 |
| Water | #119 | \$ 3,523.68 | | | |

Motion supported by Trustee Casscles. Motion unanimously carried.

Mayor Acee said that the early-in-month board meeting caused the NYSEG bill to not be received for the month of November in time for the meeting of the board of trustees. Mayor Acee said payment would be due before the next board meeting, and that this was happening from time to time. Mayor Acee was seeking a motion to allow clerk-treasurer Van Althuis to pay the NYSEG transmission bill on receipt with review and approval of Electric Supt. DuBois on months where it was not received in time for the board meeting.

MOTION #126/24-25

Motion made by Trustee Westcott to allow Clerk-Treasurer Van Althuis to pay the NYSEG bill from the Electric Fund upon receipt, and with review and approval of Supt. DuBois, and a review by the board of trustees subsequently on the immediately following meeting date. This motion is effective immediately and extending through the current fiscal year. Motion supported by Trustee Janitz. Motion unanimously carried.

Mayor Acee read the police report for October 2024.

MOTION #127/24-25

Motion made by Trustee Westcott to accept the police reports for October 2024 as reported. Motion supported by Trustee Casscles. Motion unanimously carried.

Superintendent DuBois read the following report.

“DPW Water Sewer

Ten trees and shrubs were planted in the Village and another 6 in the electric territory. The EPA and NYSDOH have mandated letters go to each and every property owner with information about their water service. Our letters are complete and will be mailed this

week. There were 73 services with material known and no letter required. 5 with Galvanized pipe that received a specific letter and 480 others that we don't definitely know the material all the way from the main to the basement.
North Main drainage project - Cushman has sent documents to the owners. As of today, none have responded. I need to make phone calls and knock on doors.
Leaf pickup will continue until we stop seeing piles, or we get snow.

Electric

A new overhead and underground tapline for a new home on Cty Rt 23 was completed and the customer billed.

The camera and key fob project is well underway. FES completed the work on the door locks today and will begin the setup. Training and a go-live schedule have not yet been discussed.

Request for a new line extension on Robinson Rd for a new home at the end of Robinson Rd. We will be staking for new poles in the next couple of weeks.

Fiber

730 customers to date are taking SherburneConnect service.

Phase II fiber project

Survey of NYSEG poles by Squan Engineering in the TOC has been completed and will be sent to Labella (NYSEG's contracted firm for pole permitting).

Permits for Sherburne poles are under review at NYSEG.

Bids for the fiber were opened. There were 12 bids submitted. Bids were reviewed for completeness and conforming to our specifications. The lowest cost vendor that met our specifications was approved by both Towns just last week. We will be submitting PO's for the fiber – hopefully before thanksgiving. Village of Sherburne Electric has begun installing “bridge poles” between Sherburne Electric and NYSEG.”

Mayor Acee said he had nothing new to report on the Dawson Lago UDAG loan. Mayor Acee said that a UDAG loan with Natural Beauty Breast Prosthesis was in arrears and no payments have been received since February. Mayor Acee said that clerk-treasurer Van Althuis had tried to contact the business owner but had not been successful. Clerk-treasurer Van Althuis said that he had contacted legal counsel James Cushman about the loan to investigate the best way to proceed. Clerk-Treasurer Van Althuis said that he would be sending the business owner a Letter of Demand via certified mail to see if the owner responded.

Mayor Acee said that he was very pleased that the village had received the Enhanced WIIA grant. Mayor Acee said that WWTP upgrade was necessary, but that it would cause increased sewer rates. Mayor Acee said the Enhanced WIIA grant would help keep the increases in sewer rates to a more manageable level for ratepayers.

Mayor Acee said he was seeking a motion to expand the pool of candidates for the Village Justice position. Mayor Acee said that in the last election no one had run for the open position. Mayor Acee said the write-in candidate who won the position then declined the position. Mayor Acee said that the village was allowed to expand the field of candidates to residents of Chenango County.

MOTION #128/24-25

Motion made by Trustee Westcott as follows:

Current Village Law Section 3-300 requires a person serving as Village Justice to reside within the Village.

Whereas the Village Board of Trustees believes that altering the residence requirement shall permit it to consider a broader field of candidates for the position of Village Justice, and to ensure the selection of a highly qualified candidate for this position. Being that the population of the Village of Sherburne is less than three thousand, and that Village Law Section 3-300 Chapter 2.(a) reads as follows.

“ (a) the board of trustees of a village with a population of less than three thousand may provide, in lieu of any other residency requirement imposed by law, that the village justice may reside within a county in which the village is wholly or partially situate.”

It is hereby resolved that the Village of Sherburne Board of Trustees, notwithstanding any provisions of this chapter or any other general law, local law, ordinance or special act, by resolution, provide that the Village Justice of the Village of Sherburne, Chenango County need not be a resident of said village, but must be a resident of Chenango County, New York State.

Motion Supported by Trustee Janitz. Motion unanimously approved.

Clerk-treasurer Van Althuis said he had provided the board with previously appropriated ARPA funds that have not yet been spent. Clerk Treasurer Van Althuis said if the intention of the board was to use these funds to help keep the ambulance department solvent, as has been discussed in past meetings, then the board will need to unappropriate these unspent funds. Clerk-treasurer Van Althuis said he was seeking a motion to appropriate the Ambulance portion of the NYS Local Retirement System bill in the amount of \$18,984.10, and a \$3,000 shortfall in payroll for October of 2024 in the Ambulance department. Clerk-treasurer Van Althuis said he had a request from Sherburne Rotary for use of the Fire Hall. Clerk-Treasurer Van Althuis said he saw an increase in reject charges on credit card transactions in the past six months. Invoice Cloud, the village's electronic payments vendor, was taking these fees via direct withdrawal prior to the board being able to approve the payment. Clerk-Treasurer Van Althuis said he had no way to stop the fees from being taken before board approval. Clerk-treasurer Van Althuis said that all the bank charges are charged back to the specific customer by the village after the fact.

MOTION #129/24-25

Motion made by Trustee Westcott to unappropriate \$10,000 of ARPA funds previously appropriated for strategic planning for EMS, in Motion #77/22-23 on July 18 of 2022. Motion supported by Trustee Casscles. Motion unanimously approved.

MOTION #130/24-25

Motion made by Trustee Westcott to unappropriate \$818.00 of ARPA funds previously appropriated for EMS Equipment in Motion #66/23-24 on May 15, 2023. Motion supported by Trustee Casscles. Motion unanimously approved.

MOTION #131/24-25

Motion made by Trustee Westcott to unappropriate \$5,000 of ARPA funds previously appropriated for EMS attorney fees in Motion #131/22-23 on November 21 of 2022. Motion supported by Trustee Casscles. Motion unanimously approved.

MOTION #132/24-25

Motion made by Trustee Janitz to authorize Clerk Van Althuis to appropriate ARPA funds in the amount of \$18,984.10 to pay the EMS share of the annual New York State Local Retirement System bill. Motion supported by Trustee Westcott. Motion carried.

MOTION #133/24-25

Motion made by Trustee Janitz to appropriate \$3,000 of ARPA funds to pay the October 2024 EMS Shortfall in payroll. Motion supported by Trustee Westcott. Motion unanimously carried.

MOTION #134/24-25

Motion made by Trustee Westcott to approve Sherburne Rotary's request to use the Fire House for a Holiday Event on Saturday, December 14, 2024, contingent upon receipt of a Certificate of Insurance for the event. Motion supported by Trustee Casscles. Motion unanimously carried.

MOTION #135/24-25

Motion made Trustee Janitz to allow clerk-treasurer Van Althuis to pay bank reject charges for reject fees charged by InvoiceCloud, on the monthly bill, not to exceed \$100.00 in any one month, prior to board meetings with subsequent review by the board of trustees. Motion supported by Trustee Westcott. Motion unanimously approved.

MOTION #136/24-25

Motion made by Trustee Janitz to adjourn at 4:26 PM with there being no further business to conduct. Motion supported by Trustee Westcott. Motion unanimously carried.

Keith Van Althuis, Clerk-Treasurer