

REGULAR MEETING OF THE VILLAGE
BOARD OF TRUSTEES HELD AT 3:30 PM

February 18, 2025

PRESENT: Mayor Acee, Trustees Casscles, Janitz, Travis DuBois, Diane Scalzo, Ryan Legacy, Derrick Wilcox, and Keith Van Althuis. Trustees Westcott and Tomaselli were absent.

Mayor Acee opened the meeting with the Pledge of Allegiance at 3:34 PM.

Derrick Wilcox gave an update on the Waste Water Treatment Plant and North Main Street Pump Station Upgrade.

MOTION #170/24-25

Motion made by Trustee Janitz to accept the minutes of the last regular Board meeting with edits. Motion supported by Trustee Casscles. Mayor Acee voted yes. Motion unanimously carried.

MOTION #171/24-25

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

General	#155	\$ 27,249.80	General	#161	\$ 94,797.45
Electric	#156	\$ 29,676.05	Electric	#162	\$877,392.62
Water	#157	\$ 3,453.64	Water	#163	\$ 18,431.96
Sewer	#158	\$ 3,665.05	Sewer	#164	\$ 19,288.82
General	#159	\$ 41,288.52	Capital	#165	\$ 55,026.50
UDAG	#160	\$ 50,000.00	Joint Activity	#166	\$ 153.73

Motion supported by Trustee Casscles. Mayor Acee voted yes. Motion unanimously carried.

Officer Ryan Legacy read the police report for January 2025. Officer Ryan Legacy said he had a few invoices that were enroute for the current fiscal year. Officer Ryan Legacy was seeking permission for the board to pay the Lexipol bill in the amount of \$3,194.39 for the annual subscription, and the Traffic Logix Corporation bill in the amount of \$3,999.00 for a digital speed sign, upon receipt of the invoices during the current fiscal year with review.

MOTION # 172/24-25

Motion made by Trustee Janitz to accept the Police Report of January, 2025 as reported. Motion supported by Trustee Casscles. Mayor Acee voted yes. Motion unanimously carried.

MOTION #173/24-25

Motion made by Trustee Janitz to pay the Lexipol bill in the amount of \$3,194.39 for the annual subscription, and the Traffic Logix Corporation bill in the amount of \$3,999.00 for a digital speed sign, upon receipt of the invoices during the current fiscal year with review. Motion supported by Trustee Casscles. Mayor Acee voted yes. Motion unanimously carried.

Officer Ryan Legacy said he was seeking to have the police policies crafted for the village of Sherburne by Lexipol, adopted as the official police policies for the village of Sherburne. Ryan Legacy said Lexipol keeps policies reviewed and updated as new rulings and laws come into effect. Trustee Casscles said she would like to have the board review the policies before adoption. Mayor Acee said the updates on the policies should also be reviewed by the board. This matter was tabled for review of the policies till the next meeting of the board of trustees. Officer Ryan Legacy said the new ID cards and key fobs were ready to be implemented, pending a few updates to the computer system by FES.

Superintendent DuBois read the following report on DPW, Water, and Sewer.
“Seasonal work and preventative maintenance on vehicles continue.

Salt, statewide as you may have seen in the news, has been difficult to get. Our stock is low but is being managed and we’ve been promised a load for late this week.

The storm water issue at the upper end of Chenango Ave, has been better – at least temporarily as it has frozen up. It will probably be back soon and be a mess until the Town can get in and make the ditching improvements.

North Main drainage project - Cushman has sent formal documents to the property owners. I have spoken with two property owners and worked with Keith to submit more

information to the owner of the Frontier property. There are two property owners we need to follow up with. I am looking for a motion to authorize bidding concrete for the coming season.”

MOTION #174/25-26

Motion made by Trustee Janitz authorize Supt. DuBois to bid ready-mix concrete for 2025-2026. Motion supported by Trustee Casscles. Mayor Acee voted yes. Motion unanimously carried.

Supt. DuBois said he was seeking the approval of DOT permits for signature by the Mayor.

MOTION #175/25-26

Motion made by Trustee Janitz 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 2025-2026. Motion supported by Trustee Casscles. Mayor Acee voted yes. Motion unanimously carried.

Superintendent DuBois gave the following report for the Electric Department.

“The replacement for the large bucket truck arrived yesterday. The crew will be working this week to get the truck ready for service.

Update on the NYPA rate increase... two weeks ago myself and three others from the NYAPP executive committee had a conference call with two of the Governor’s staffers expressing our concern with a 250% increase in the wholesale cost of the hydro over four years. Several of us also spoke at NYPA’s public hearing in Albany on Tuesday 2/4. Last week the Governor announced that NYPA’s rate plan was paused. This would have resulted in an effective increase of \$0.02 per kWh on the PPAC.

That said, the NYPA bill for January was very large. The incremental was over \$500k. The PPAC on the March 1 bill will be approximately \$0.07. The System peak for January was 21.9 MW. While we don’t pay for Demand above the Hydro allocation, we do pay for energy at market rate and January was a steady cold period. During off-peak hours, the Sherburne system continued to be above our hydro allocation and average cost of the incremental energy for January was \$0.10 per kWh at the wholesale level. February is proving to be cold and will probably be as costly.”

Superintendent DuBois said he provided the board with the Energy Efficiency plan for the 2025-2026 fiscal year. Superintendent DuBois said that the paint rebate would no longer be offered.

MOTION #176/25-26

Motion made by Trustee Janitz to approve the energy efficiency plan (EEP) for the 2025-2026 fiscal year as presented. Motion supported by Trustee Casscles. Mayor Acee voted yes. Motion unanimously carried.

Superintendent DuBois said the present village data backup server is at end of life. It is a 2 TB device. Cost for renewal is \$4992/yr for 5/1/25 – 4/30/26 if we stay with the present hardware. But if there was a hardware failure, parts would need to be sourced on Ebay. A proposal from ABS is a new 4TB unit, zero upfront cost, renewal at 5/1 would be \$7808/ yr if we commit to 3 yrs. Superintendent DuBois said that this includes the onsite backup server as well as a cloud-based backup.

MOTION #177/25-26

Motion made by Trustee Janitz for the village to enter into an agreement with ABS solutions for a new 4TB backup server, and cloud-based backup service for the cost of \$7,808/year for a 3 year contract. Motion supported by Trustee Casscles. Mayor Acee voted yes. Motion unanimously carried.

Supt. DuBois said that he was looking for board approval of the Hometown Heroes banner project first, for use of the village owned poles, second for the use of village labor and equipment to put up and take down the banners.

MOTION #178/25-26

Motion made by Trustee Janitz to allow the Hometown Heroes project to use the utility poles specified by Supt. DuBois, for the use of hanging banners honoring veterans, and the necessary brackets to hang said banners. The said banners shall be hung on the sidewalk side of the pole below and not interfering with any utility wires. Said banners shall hang roughly between a top height of 16(sixteen) feet and bottom height of 12 (twelve) feet above the sidewalk at the discretion of the Superintendent. It is the intention that the banners will be in place from May 26, 2025 to November 11, 2025 circumstances permitting. Brackets will remain on the poles after banner removal and may be used to hang other banners outside of this time period, at the board of trustee's discretion. The board of trustees authorizes the use of Village labor and equipment to be used in the hanging and removal of banners for the Hometown Heroes project. Banners, hardware, and brackets are to be supplied by the Hometown Heroes Project. Superintendent DuBois shall have the discretion to schedule the work as he deems appropriate. Motion supported by Trustee Casscles. Mayor Acee voted yes. Motion unanimously carried.

Superintendent DuBois said that 750 customers to date are taking SherburneConnect service.

Superintendent Dubois said permits for the Sherburne and Columbus poles is in process with NYSEG and Frontier. Superintendent DuBois said "this is long arduous process. I'm honestly not sure when the make ready work will begin. All of the fiber has been ordered, and much has been received. The VBGs are in house. Other electronics are on order. We had a bid opening on Friday for the Columbus hut. I will be placing the order for that this week and coordinating delivery this spring. Need Village permission to work with Columbus Town crew for the site work and pouring of the concrete slab for the hut."

MOTION #179/25-26

Motion made by Trustee Janitz to allow village of Sherburne to coordinate with Columbus town staff, and to use village labor and equipment, to do site prep work, and pour a concrete pad for the "fiber hut" adjacent to the town of Columbus town hall. It was noted that this work is part of the SherburneConnect Phase II project. Motion supported by Trustee Casscles. Mayor Acee voted yes. Motion unanimously carried.

Superintendent DuBois said he was seeking a motion for Deputy Mayor Janitz to sign the Inter Municipal Agreement for the SherburneConnect Phase II project on behalf of the village.

MOTION #180/25-26

Motion made by Trustee Janitz to authorize Deputy Mayor Janitz to sign the Inter Municipal Agreement (IMA) on behalf of the village of Sherburne, to allow for mutual aid for the project, and to bill accordingly. Motion supported by Trustee Casscles. Mayor Acee voted yes. Motion unanimously carried.

Mayor Acee said he was still negotiating with some salaried employees on the 2025-2026 compensation. Mayor Acee said the scheduled pay increases and insurance cost for the 2025-2026 schedule in Motion #206/22-23 previously passed by the board would go into effect at the beginning of the fiscal year for those hourly employees. Insurance costs for all employees would follow the same schedule as previously passed in Motion #206/22-23. Employees Fred Muller and Mathew Powrie annual pay increases were previously approved in Motion #29/23-24 and Motion 30/23-24 respectively. Mayor Acee said he needed a little more time to finish negotiations with other employees.

Mayor Acee said that employee Fred Muller had received his Grade II WWTP Operator certification. Mayor Acee said that the village has given past employees a \$1.00/hour raise for getting this certification. Mayor Acee said he was seeking a motion to raise the wage of Fred Muller \$1.00/hour effective February 17, 2025.

MOTION #181/25-26

Motion made by Trustee Casscles to increase the wages of Building Maintenance Worker Fred Muller \$1.00/hour effective February 17, 2025. Motion supported by Trustee Janitz. Mayor Acee voted yes. Motion unanimously approved.

Mayor Acee said he had ambulance negotiations as well as a UDAG request from Stella's Deli for UDAG funds to discuss in executive session.

Clerk Van Althuis said he had re-levied water and sewer on the 2025-2026 tax bills. Clerk Van Althuis said he had the 2025-2026 tax warrant for Board approval. Clerk Van Althuis said he had the BST 4-408 audit proposal for 2024-2025 for approval. Clerk Van Althuis had several budget transfers and adjustments for the fiscal year end. Clerk-Treasurer Van Althuis said he was seeking permission to write checks to make the annual transfer for the fire department and ambulance departments along with a few other miscellaneous transfers for the current fiscal year with a board review at the March 2025 board of trustees meeting. Clerk-Treasurer Van Althuis said he was seeking board approval for use of electric reserve funds to cover a short-term cash need in the electric department. Clerk-Treasurer Van Althuis said electric reserve funds will be paid back by the end of the fiscal year 2025-2026 and should only be needed until the warmer weather arrives. Clerk Treasurer Van Althuis said the NYPA bill was in excess of \$770,000 in February, and with the cold weather continuing he expected the next bill to be similarly high. Clerk-Treasurer Van Althuis said that as the electric department collects money from electric customers for these bills, the electric department will make the reserve funds whole. Clerk-Treasurer Van Althuis said he was seeking a motion to approve the election inspectors for the upcoming village election along with compensation.

MOTION #182/25-26

Motion made by Trustee Casscles to appoint Christine Wright, Christine Hoffman, Neil Shupp, and Ruth Cuffney as election inspectors for the March 2025 election, receiving \$250.00 each. In addition, the village will pay an amount not to exceed \$15.00 for a meal on March 18, 2025 (election day) with proof of payment. Motion supported by Trustee Casscles. Mayor Acee voted yes. Motion unanimously carried.

MOTION #183/25-26

Motion made by Trustee Janitz to accept the attached list of water and sewer bills that were re-levied on the March 1, 2025 tax bills. Motion supported by Trustee Casscles. Mayor Acee voted yes. Motion unanimously carried.

MOTION #184/25-26

Motion made by Trustee Janitz to authorize Mayor Acee to sign the 4-408 audit proposal dated February 12, 2025 from BST in the amount of \$12,100 with any other accounting services at hourly rates not including out-of-pocket expenses limited to \$1000. Motion supported by Trustee Casscles. Mayor Acee voted yes. Motion unanimously carried.

MOTION #185/25-26

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

Request the following budget adjustment:

AA0111001	\$2,910	AA000599	\$2,910
AA0111001001	\$3,000	AA000599	\$3,000

Request the following budget transfers:

To:	AA05511001	\$1,888	From:	AA05511002	\$1,888
	AA05513201	\$691		AA05513202	\$500
				AA05513204	\$191
	AA08856001	\$653		AA08856004	\$653
	AA09918908	\$1,396		AA09906008	\$1,396
Total		\$4,628			\$4,628
To:	GG09901008	\$492	From:	GG09906008	\$492
Total		\$492			\$492
To:	FX088310024	\$3,596	From:	FX088310041	\$3,596
	FX09901008	\$492		FX09906008	\$492
Total		\$4,088			\$4,088

Motion supported by Trustee Casscles. Mayor Acee voted yes. Motion unanimously carried.

MOTION #186/25-26

Motion made by Trustee Janitz to approve and authorize Clerk-Treasurer Van Althuis to borrow, short-term, from the electric reserve funds, in order to pay the electric fund accounts payable. All funds withdrawn from the electric funds reserve accounts shall be returned by the end of the 2025-2026 fiscal year, with proceeds from the electric funds collection of revenues. Clerk-Treasurer Van Althuis will keep records of all amounts borrowed and returned to the reserve accounts. Clerk-Treasurer Van Althuis will update board members on such transactions at subsequent board meetings, until such time when all borrowed monies are returned to the reserve accounts. Motion supported by Trustee Casscles. Mayor Acee voted yes. Motion unanimously carried.

Officer Ryan Legacy asked the board if it would consider placing unspent budgeted funds at end of year from the Police Department, in the reserve vehicle fund. Officer Legacy said that he sees the Fire and Ambulance Department do this. Officer Legacy said he tries to be responsible with expenses for the police department, and would like to see the excess funds go towards future needs the police department will have. Officer Ryan Legacy noted that vehicles for law enforcement have risen in cost substantially in the past 10 years.

MOTION #187/25-26

Motion made by Trustee Janitz to authorize Clerk-Treasurer Van Althuis to write checks and make budget entries and adjustments for the unspent money at the fiscal year end, in the Police Department budget, into the Police Department Vehicle Reserve account. Motion supported by Trustee Casscles. Mayor Acee voted yes. Motion unanimously carried.

MOTION #188/25-26

Motion made by Trustee Janitz to authorize Clerk-Treasurer Van Althuis to write checks and make the annual transfers for the fire department and ambulance departments along with a few other miscellaneous transfers for the current fiscal year with a board review at the March 2025 board of trustees meeting. Motion supported by Trustee Casscles. Mayor Acee voted yes. Motion unanimously carried.

Clerk-Treasurer Van Althuis said he had given the board of Trustees a report regarding the UDAG loans that were in arrears. Clerk-Treasurer Van Althuis said he would like to discuss the credit worthiness of these accounts with the board in the executive session.

MOTION #189/25-26

Motion made by Trustee Casscles to move into and out of executive session with the Board, Clerk-Treasurer Van Althuis, Superintendent DuBois, and Diane Scalzo to discuss EMS negotiations, and UDAG credit worthiness. Motion supported by Trustee Janitz. Mayor Acee voted yes. Motion unanimously carried.

Motion made by Trustee Janitz to refinance Steve Youngs existing economic development loan for the purchase of inventory and shelving. A new loan totaling \$15,000.00 (fifteen-thousand dollars) will pay the balance remaining on the existing UDAG loan in the amount of \$8,722.32(eight-thousand seven-hundred and twenty-two dollars and thirty-two cents), in addition to past due interest payments totaling \$367.05(Three-hundred sixty-seven dollars and five cents). The loan amount will be the total sum of \$15,000.00(fifteen-thousand dollars) charging 5.81% annual interest, for 36 months with no balloon payment. Secured with a personal guarantee. Motion supported by Trustee Casscles. Mayor Acee voted yes. Motion unanimously carried.

MOTION #190/25-26

Motion made by Trustee Casscles to adjourn at 5:57 PM with there being no further business to conduct. Motion supported by Trustee Janitz. Mayor Acee voted yes. Motion unanimously carried.

Keith Van Althuis, Clerk-Treasurer