Village of Constableville

MINUTES OF A MEETING OF THE BOARD OF TRUSTEES

April 13, 2026

A meeting of the Board of Trustees of the Village of Constableville, a Municipality, was held on April 13, 2026, at 6:00 pm, at the Village Library on Main St., Constableville, NY.

Trustees Present: Stephen Ward, Cody McDonald, Brittany Salmon

Others present: Christine Healt, Tug Hill Counsel
Mark Sullivan, Sewer Plant Operator

Absent: Mary Wilton, Water Plant Operator

Call to Order: Mayor Sonia Wendt called the meeting to order at 6:00 pm. A quorum of trustees was present, and the meeting, having been duly convened, was ready to proceed with business.

Approval of Minutes: Trustee Ward made a motion to approve the minutes of the monthly March 2026 meeting. The motion was seconded by Trustee McDonald, all in favor, motion carried.

Financial Review: The Board reviewed the Financial Reports for March 2026. Trustee Salmon made a motion to approve the financial report as presented, seconded by Trustee Ward, all in favor, motion carried.

Water Plant Operator's Report:

Water Plant Operator Mary Wilton was not present at the meeting; Clerk Mary Failing read her report that she had received via email:

- Completed the RCAP Solutions workshop on Management and Finance for Small Water Systems. She believes she did well since she only missed one question on the pre-test. However, she has not received a certificate for credit hours yet. She have tried to contact them with no reply.
- The drain for the bathroom sink is leaking at the water plant. Water is coming out of the plastic pipe connection. Maybe it's just a gasket?
- She talked with Mark about keeping an eye on the water plant from Wed. April 8 until Sun. April 12. Everything should run smoothly. He just needs to keep the day tank full. She expects her pay to be docked $100.00 for those 5 days.
- Tom wasn't able to help her change the CL17 tubing harness, so she took a chance and dove into it herself. She believes she got it right since the equipment is performing normally.
- She will begin taking sand filter bed #3 offline for cleaning and put sand filter bed #1 online before the end of April.

Mark Sullivan reported on the following:

Usage is 40,000 - 42,000/day

The flow meter for the raw water coming in is fluctuating quite a bit – maybe Tom can look at it? There might be something in the propeller again.

Filter Bed #2 dropped from 123 – 106

Mary W. puts a lot of chlorine in when filling the tank, as it sits there it loses its potency, he would suggest less at a time and run the pump faster, so the chlorine doesn't lose its strength.

Trustee Ward asked about the orange cones in the woods by Constable Hall. He wondered if there was another leak. Mark said he thinks they are there, so they know where the shut of is. There are actually 3 – 4 cones there.

Mayor Wendt reported that Mary Wilton told her that she is always concerned about calling Tom because the Village will have to pay him. Everyone agreed that if she needs his help she should call him.

Clerk Failing reported that she received the Water Testing schedule from the NYS Dept. of Health, Mary W. has her copy.

Bob reported the 1st reimbursement for the Water Project has been received by Clerk Failing, so she can get the finances back in order.

Phase I Bids for the Water Improvement Project came in lower than he expected at $640,251.00. They had estimated $700,000.00. BCA recommends awarding the contract to Highlander Construction, Inc. (lowest bidder)

Trustee Salmon made a motion to award the contract to Highlander Construction, Inc., the motion was seconded by Trustee McDonald, all in favor, motion carried.

Bob said we will still have some hurdles; we need to work on some easements that haven't been returned yet. Mayor Wendt reported that Harry Spoor has some concerns about the project disrupting his business, and it looked like there will be a building on the other side of his property. She told him she didn't think that was happening and asked him to write down his questions/concerns. Mayor Wendt asked if the same Easement letter was sent to everyone. Clerk Failing said that the cover letter was the same, but the Easement contracts included parcel numbers and maps for each property.

Someone from BCA will be in the village this week looking to see if there are any wetlands, it is part of the permitting process.

EFC is requesting a special agreement with Ian Gilbert for the Water Project; we have one for the sewer project but not for the water. The Village Attorney is budgeted not to exceed $20,000.00.

Trustee Ward made a motion to authorize Mayor Wendt to sign the agreement appointing him as the Village's Attorney for the Water Project, seconded by Trustee McDonald, all in favor, motion carried.

Trustee McDonald asked Bob when the Culvert Replacement would be happening, he said it will be a ways out. The Grant covers 80% of the cost of the culvert project.

Mark Sullivan asked Bob what he thought of the Water Plant after visiting it. He said the Catwalk & Steps need maintenance; he will look into replacing them with aluminum. He took measurements and pictures. He will have their structural department look at it. Also need a commercial dehumidifier. There is $100,000 allocated to Water Plant Improvements. And maybe update some controls and make it more automated. Mayor Wendt said she has been getting emails about security at Water Plants if they are automated.

BCA's Proposal for Engineering services for the Main Street Culvert Replacement and Complete Streets Project on Main Street was discussed. Bob said the bottom line is the same as their previous proposal, they basically flipped flopped the cost for each project, so we made better use of the grant money we have been awarded.

Trustee Salmon made a motion to adopt Resolution 4-2026, authorizing Mayor Wendt to sign the two (2) contracts with Bernier, Carr & Associates for engineering services for the Main Street Culvert Replacement and Complete Streets Project on Main Street, the motion was seconded by Trustee Ward, all in favor, motion carried.

Sewer Plant Operator's Report:

Sewer Plant Operator Mark Sullivan reported the following:

- He ordered the new pump needed at the Sewer Plant. It will be shipped around May 5th. He is using the one we had on hand.
- The Village needs to look at its infiltration system, heavy rains and spring run-off cause problems with it. We could have Rural Water smoke the lines or dig it up and put gaskets in. Bob said there are engineering grants for I & I studies.
- Derek Stewart is still interested in the sewer plant operator position. He helps Tom Smith in Turin, has helped Lyons Falls, and has done Rural Water in Lowville & Montague. Mark stated that it is not that complicated, it won't take much training. Mark is aware that he can train him and get paid for it, but once he is back on the board, he cannot get paid.

Mayor Wendt asked Mark when he wanted to resign, he said at the end of this month, he wants to work on May sampling and training with Derek, and the Discharge Monitoring Reports (DMR's) for DEC and EAP. The only glitch may be getting the electronic filing switched over to Derek. Rural Water helped him when he started, he will contact Steve Freeman.

Clerk Failing asked Mark if he was able to call Daniel Hayes, DEC. He said he tried a couple times with no luck. He would prefer not to have him there right now anyway with the spring runoff and the disinfection project going on. He will contact him regarding getting everything switched over to Derek for the electronic filing.

Bob reported that the UV System is close to being started up & running. It will be a two-day process (hopefully a Thursday & Friday) They won't need them there for the 1st day, the 2nd day will be maintenance and training. He asked about the best day for it, to train Mark, Derek and Mary W. We will let him know once Derek starts.

He has another reimbursement application for Mayor Wendt's signature; so the village will receive the money to pay the contractors. He received applications for payments from JL Excavation (General Contractor) for $106,915.20 and Blackstone Electric (Electrical Contractor) for $39,048.28. This will wrap up the DEC Project funds; the remainder will be through the 30-year loan (EFC).

The Electrical Contractor notified him that the new generator has been delayed until May. The generator will sit on a slab outside, and he said it is big enough to cover everything at the plant.

Other Business:

The Zoning Text Amendment was discussed, Clerk Failing said that the board needs to decide the percentage of Short-Term Rentals that will be allowed in the village. The Board decided on 10%, which will allow 12 STR.

Clerk Failing asked for a motion to adopt Resolution 2-2026 - setting the date for April 27, 2026, for a Public Hearing on the Zoning Law Text Amendments, motion was made by Trustee McDonald, seconded by Trustee Salmon, all in favor, and adopted.

Clerk Failing asked for a motion to adopt Resolution 3-2026 - setting the date for April 27, 2026, a Public Hearing for the 2026-2027 Budget, motion was made by Trustee Salmon, seconded by Trustee Ward, all in favor and adopted.

Jennifer Maracchion addressed the board regarding the yards in the village that need attention. Clerk Failing said that topic was on the agenda. She suggested getting a dumpster for white goods, we had one 2 years ago and it went well, maybe it would be a good idea to get one again.

Another concern is the buildings that went down in the village that are not being taken care of, she thinks the county cleans them up and puts the cost on their tax bills (Legislator Josh Leviker has been working with Codes Dept.)

She also presented a 4-year contract with the Constableville Fire Dept. which included the standard 5% per year increase for the mayor's signature. She will have it signed by the President and get a copy to Clerk Failing.

> Trustee Salmon made a motion for Mayor Wendt to sign the Fire Dept. Contract with the Village, Trustee Ward seconded the motion, all in favor, motion carried.

Trustee McDonald asked if we could do anything regarding Bob Bauer's water issue now that the snow is gone. We had talked about putting a Meter Pit on his line to verify his Flow rate is acceptable. Clerk Failing will ask Rural Water about it. He said maybe Goodhines could install it.

Trustee McDonald reported that he was talking with Chris, and he told him that he has to pump up the front tires on the tractor every day, so he spoke to Clerk Failing and asked about getting new tires. She asked the cost and said if they were under $500. he can order them without board approval, so they were ordered from Lyons Falls Tire and Chris put them on,

Mayor Wendt reported that Sarah Weiler can't get out her front door when the neighbor is pumping his cellar out in the spring. She is hoping that it will change once the project is done.

Clerk Failing reported that she is still dealing with trying to get our rate down to the fixed rate of .1469 with our Electric Supplier – American Power & Gas. The village has received three (3) good faith refunds.

Mark said he forgot to ask Bob Bolivar about the Sewer Plant Driveway and if it is still going to be part of the project. Clerk Failing said she would email him.

Clerk Failing reported that the Village Wide Garage Sales will be May 2nd from 9 – 5. The Firemen are doing Jerk Pork dinners, Methodist Church is having a Bake Sale, Catholic Church is having a Rummage Sale, and the Library will have a Book Sale.

The Village's Procurement Policy was reviewed and renewed for another year by motion of Trustee McDonald, seconded by Trustee Ward, all in favor, motion carried.

Mayor Wendt reported that Trustee Salmon and Mark (after he is appointed) will have to run on the Independent ticket in November, they can start getting signatures on 4/18 and they will need to turn them into the Board of Elections between May 19 – 26. Their current appointments to the board only last until December 31st, they could be reappointed, however, anyone could write in their name on election day, and they would then be on board. It's safer to run on a different party ticket. There will be a two- year rotation with Mayor Wendt, Trustees Ward, Sullivan & Salmon every two years and Trustee McDonald will be up for election the opposite year.

Clerk Failing asked the board how she should handle the Water, Serwer and Garbage on Green's new property. They told her they weren't using it yet. Trustee McDonald stated that when he hadn't moved in yet, he had to pay for garbage and sewer, and he paid hook up only for water until he started using it. The Village's policy has been, that if there is a building on the property and it is hooked up to the water and sewer the owner must pay for them and garbage.

Property Maintenance was discussed. Clerk Failing will send letters and copy of the Local Law to the following Village Residents: Garramone's, Liebers, Bruce Kraeger, Johnson's, Stephen's, Bob Shannon, Brenda Kelly.

Clerk Failing reported that the Tug Hill Counsil Spring Dinner meeting is on April 30th at Tug Hill Hideaway, if anyone is interested in going. She also said that the board needs to appoint another representative, and she would be interested. The board

Clerk Failing said that we should start planning for bands at the bandstand since we received a grant for events there, Sam Brown had received an email from Fritz's Polka Band with available dates. It was decided to have them on June 18th. Other bands discussed for future events were Emerson Brothers, Rock Island Band, and Nelson Brothers. We would like to have food trucks at the events, some possibilities are Mooseknuckles, and Matt Sweirnik (Mary contacted Matt and he is not sure if he will be up and running this year.)

The Board went into Executive Session at 8:20, by motion of Trustee McDonald, to discuss a personnel appointment. They returned to the regular meeting at 8:28.

Mayor Wendt will ask Derek to attend the next meeting of the board. It was decided that Mary Wilton will receive 30 days of paid training so that she knows what needs to be done in case the SPO needs time off.

Mayor Wendt reported that she was seeing complaints on Facebook about the bump when turning off High Street on to West Street. She spoke with Clerk Failing about it and her and Andy walked over and looked at it, they decided that no sign was needed, it is from the frost and would be gone soon.

Trustee Ward asked when the boards on the pavilion were going to come down. Clerk Failing said that the contract states that they need to be down by May 31st. Mayor Wendt said that both Caitlyn Luther and Scott Matthews spoke with her and asked if they could keep them up, she told them that the board is pretty adamant about them being down for the summer months.

Christine was not present due to other meeting obligations. Clerk Failing handed out the Cooperative Tug Hill announcements.

Vouchers were audited by the board and signed by Mayor Wendt.

There being no further business to come before the Board, the meeting was adjourned at 8:30 pm, on motion by Trustee Salmon and seconded by Trustee Ward, all in favor and carried.

Respectfully submitted by:

Mary Failing

Mary Failing, Village Clerk