Village of Constableville

MINUTES OF A MEETING OF THE BOARD OF TRUSTEES

April 7, 2025

A meeting of the Board of Trustees of the Village of Constableville, a Municipality, was held on April 7, 2025, at 6:00 pm, at the Village Library on Main St., Constableville, NY.

Trustees Present: Mark Sullivan, Stephen Ward, Sonia Wendt, Cody McDonald

Others present: Angie Kimball, Tug Hill Counsel
Mary Wilton, Water Plant Operator

Call to Order: Mayor Samantha Brown called the meeting to order at 6:06 pm. A quorum of trustees was present, and the meeting, having been duly convened, was ready to proceed with business.

Public Hearing – Comprehensive Plan – Mayor Brown opened the Public Hearing at 6:07 pm, the Board reviewed the final draft of the Plan. There being no village residents present and no questions or comments from the board, Trustee Sonia Wendt made a motion to adopt the Village of Constableville Comprehensive Plan, the motion was seconded by Trustee Mark Sullivan, and with everyone in favor, Resolution 7-2025 adopting the Village of Constableville Comprehensive Plan was adopted.

Public Hearing – Zoning Law – Mayor Brown opened the Public Hearing at 6:17 pm.

Resident Mary Wilton said she spoke with a village resident that is concerned about the buildings that went down due to the snow this past winter, and wondered if there was anything in the Zoning Law that would cover that.

- The "buildings" include Lieber's building behind their house, David Williamson's barn, and the Green's Pole Barn on West Street.
- Trustee McDonald reported that David Williamson had been contacted by the Codes Dept, the barn had been condemned prior to the collapse, and he will be taking it down.
- Clerk Failing reported that Jean Leiber had contacted her regarding their building, and she directed them to the Lewis County Codes Dept.
- The Green's pole barn has already been taken care of.

Mary Wilton asked if the board was aware that the people at the school have wood chips piled in their driveway and said she is concerned about them going down the drain that drains into the back yards on West St.

- Trustee Ward reported that he doesn't get any in his back yard, but the neighbors do.

Mary Wilton also asked if there is anything in the Zoning Law regarding yard clutter/property maintenance. She has an issue with the house next door owned by Roger Croniser, he isn't mowing the bank/slope that faces her property. She asked that we send him a letter stating that "the Village will not tolerate unkept property". She asked that the Village board add a section on Property Maintenance. Clerk Failing said she would research the zoning law to see if it covers property maintenance, if not we do have a Property Maintenance Local Law.

Clerk Failing reported that Matt Johnson, THC, had contacted her earlier in the day and advised her that he would like us to hold off in adopting the law, he would like to have time to send the Village some comments/suggestions regarding the Zoning Law. Apparently, there was a mix up and he did not receive the draft until a couple days ago.

Trustee Sonia Wendt made a motion to table the Zoning Lawand Fee Schedule until we have received Matt Johnson's comments/suggestions, the motion was seconded by Trustee Mark Sullivan, all in favor, motion carried. Trustee McDonald commented that he thinks we should go ahead with it but he is also fine with waiting.

Trustee Sullivan made a motion to close the Public Hearings, seconded by Trustee Ward, all in favor, motion carried

Approval of Minutes: Trustee Sullivan made a motion to approve the minutes of the March 2025 monthly meeting, the motion was seconded by Trustee Ward, all in favor, motion carried.

Financial Review: The Board reviewed the Financial Reports for March 2025. Trustee Sullivan made a motion to approve the financial report as presented, seconded by Trustee McDonald, all in favor, motion carried.

Water Plant Operator's Report:

Water Plant Operator Mary Wilton reported on the following:

- She cleaned up all of the valves at the water plant, all of them are freed up except for two (2), that are still frozen. They go to the lines that go from the tanks out to the village. But there are other ways to shut the water off.
- Usage is now up to 50,000 gallons a day.
- There were some lighting issues at the plant, the two lights over the chlorinator and one other one weren't working . Dave Ward has fixed them.
- The generator advanced, she asked if Eric had been there. Clerk Failing reported that yes and the invoice was in with the bills to be approved.
- The chlorinator pump went down, it needed to be cleaned. Tom Smith met with Slack Chemical and cleaned it. They used the backup pump for a couple of days. She plans to meet with Slack Chemical to show her how to clean/maintain it.
- The plant is in good shape except for the eye washing station – the pipe is disintegrated at the floor and needs to be reattached to the floor. Trustee Sullivan said that it flops around, and that Joe had fixed it back when they were helping at the plant. The flange probably needs to be replaced again.
- She gave Clerk Failing a copy of the letter of recommendation that Tom Smith wrote to the Dept. of Health. She said she thinks there will be a walk through the Water Plant with Claude before he issues her license.
- She gave Clerk Failing an invoice from Tom Smith, however she had paid him his monthly check because she knew he had installed the meter. UPDATE: Clerk Failing contacted Tom and he said to disregard the invoice Mary W. gave us.

Trustee McDonald said he will do an assessment of the water plant/building for needed repairs. He will take pictures of any issues he sees to show the board.

Clerk Failing reported Chris shut the water off at the Schantz house on High St. Doug Salmon stopped to tell her that Mike Garramone could hear water running in the house as he walked by it.

Mayor Brown reported that Courtney Markham contacted her to let her know that the Fire Dept. took 4000 gallons of water from the fire house, in case we saw a spike, he didn't want us looking for a leak. Trustee Sullivan didn't know what it was for but speculated maybe to put in manure pits. Trustee McDonald said it was good to let us know, and questioned using treated water, isn't that what the raw water hydrant is for.

Sewer Plant Operator's Report:

Sewer Plant Operator Mark Sullivan reported on the following:

- The infiltration in our system is bad, there is a lot of ground water getting in. The Village purchased a camera, but it hasn't been used as planned because there is no way to feed it through the system without

getting down in there. Christine suggested contacting Shawn Smith in Lyons Falls, someone from the County came and helped them with theirs. NOTE: Clerk Failing emailed Shawn on 4/8/25, with response to date.

- The spring run-off was pretty bad, it couldn't keep up and he doesn't think the new disinfection plant will handle it if we ever have to use it 12 months a year. (it will only be used May- October at this point) Mayor Brown will reach out to Nichelle at Lewis County Soil & Water. She would like to apply for a one million grant to right size (correct) the drainage in the village.
- He said he would be interested in knowing what exactly is included in the disinfection project so we can work on some things that need maintenance if they are not included. For instance, a backup generator, paint roof, blacktop, and repair catwalk. Clerk Failing will contact Bob Boliver.

Clerk Failing reported that Bob Boliver asked if he was needed at our meeting. He said the EFC loan financing for the sewer project is almost complete and just awaiting EFC loan committee approval. This is the last step.
And as long as all the review comments get wrapped up for the sewer project this week, he's looking at having a bid opening the week of May 19th on either the 20th or 22nd around 3:00 pm.

Mayor Brown reported comments/concerns from village residents about what will happen when Mark & Chris are ready to retire, and that it would be a good idea to make the Sewer Plant Operator and Laborer one position. Mark said his current plan is to retire from the Town in 2027, he has done the Sewer Plant for 30 years already and is not sure he wants to continue after he retires. Mary Wilton commented that she didn't believe that it was a good idea because the upcoming generation isn't as committed. A discussion was held regarding a backup plant operator, Mark said the DEC has been after him for a while that he should have one. Mark will check with Chris to be a backup.

Other Business:

Trustee Ward made a motion to adopt the Procurement Policy, with no changes, the motion was seconded by Trustee Wendt, all in favor, motion carried.

Clerk Failing reported that the village has not received a water plant invoice from National Grid since November, she has been in contact with them several times. They said the meter needed replacing and the next reading will be May5th, we should receive a bill then. She wanted to give the board heads up that it will be a large bill (5 months).

Clerk Failing reported that she contacted Justin Spoor to ask him for a quote to design and install a new mural at the playground.

Clerk Failing asked the board if they want to put funds in the budget for bandstand entertainment. Mayor Brown reported that she is going to apply for an Arts & Entertainment Grant, for funds for the bandstand events this summer. Clerk Failing will also send the Sawyer Fund e-mail to her so she can apply for that as well. She said that the Bluegrass band is interested in returning this year.

Mayor Brown reported that the Village will have a Clean Up Day on April 27th, we will meet at the Pavilion at 9:00 am. Matt Swierrnik will be supplying the bags, she will check on coffee, hot chocolate and donuts.

Resolution No. 8-2025 – Setting the Date for a Public Hearing on April 21, 2025, for CDBG Grant. Trustee Wendt made a motion, seconded by Trustee McDonald, all in favor, motion carried.

Resolution No.:9-2025 - Setting the date for a Public Hearing on April 21, 2025, to present the 2025-2026 Budget to Village Residents Trustee Ward made a motion, seconded by Trustee Wendt, all in favor, motion carried.

Trustee Wendt reported that she will not be available for either public hearing as she will be out of town.

Trustee Sullivan reported that he and Mayor Brown had been contacted by Larry & Lucy Green regarding building a Duplex Rental behind the shop on West Street. They want to know if they will be able to tie into the Village's sewer and water system. Trustee Sullivan thought they would have to have their own septic system but water should be able to hook up from the shop. The consensus was that it would be a question for the engineers involved.

Trustee Sullivan reported that he and Trustee Wendt will meet on Friday at 9:00 am with the Lewis County Planning Dept. for further discussion regarding the Hazard Mitigation Plan.

Trustee Wendt asked if a new Library Lease needs to be signed when board members change at the library. Clerk Failing reviewed the lease agreement and no it does not.

Christine reviewed the Cooperative Tug Hill announcements.

Vouchers were audited and signed by Mayor Brown.

There being no further business to come before the Board, the meeting was adjourned at 7:54 pm, on motion by Trustee Wendt and seconded by Trustee Ward and carried.

Respectfully submitted by:

Mary Failing

Mary Failing, Village Clerk

VILLAGE OF CONSTABLEVILLE

MINUTES OF PUBLIC HEARING FOR INPUT WITH REFERENCE TO COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDING

April 21, 2025

A Public Hearing of the Board of Trustees of the Village of Constableville, a Municipality, was held on April 21, 2025, at 6:00 pm at the Village Library, 3158 Main St., Constableville, NY.

Trustees Present: Steve Ward, Mark Sullivan, Cody McDonald **Absent:** Sonia Wendt

Mayor Samantha Brown opened the public hearing at 6:05 pm, and a quorum of trustees was present.

The purpose of the public hearing was to hear public comments on the Village of Constableville's community development needs, and to discuss the possible submission of one or more Community Development Block Grant (CDBG) applications for the Current Program Year of 2025.

Mayor Brown outlined the purpose of applying for the New York State Community Development Block Grant Funding Application to the Board of Trustees.

There being no residents present to discuss the matter, and with no response received from the village residents in regard to the Public Hearing Notice, Trustee McDonald made a motion to close the public hearing, the motion was seconded by Trustee Sullivan and carried.

Trustee McDonald made a motion that the Village of Constableville to apply for Community Development Block Grant (CDBG) Funding for the Current Program Year of 2025, the motion was seconded by Trustee Ward, all in favor, motion carried.

Mayor Brown closed the public hearing at 6:35 pm.

Respectfully submitted,

Mary Failing

Mary Failing, Village Clerk

VILLAGE OF CONSTABLEVILLE

MINUTES OF PUBLIC HEARING TO PRESENT
THE PROPOSED BUDGET FOR THE FISCAL YEAR 2025-2026
April 21, 2025

A Public Hearing of the Board of Trustees of the Village of Constableville, a Municipality, was held on April 21, 2025, at 6:00 pm at the Village Library, 3158 Main St., Constableville, NY.

Trustees Present: Steve Ward, Mark Sullivan, Cody McDonald **Absent:** Sonia Wendt

Mayor Samantha Brown opened the public hearing at 6:15 pm, and a quorum of trustees was present.

The purpose of the public hearing was to hear public comments on the Proposed 2025-2026 Budget for Village of Constableville.

There being no residents present to discuss the matter, and with no response received from the village residents in regard to the Public Hearing Notice, Trustee McDonald made a motion to close the public hearing, the motion was seconded by Trustee Sullivan and carried.

Mayor Brown closed the public hearing at 6:35 pm.

Trustee Sullivan Made a motion to adopt the proposed 2025-2026 Budget, the motion was seconded by Trustee Ward, all in favor, motion carried.

Respectfully submitted,

Mary Failing

Mary Failing, Village Clerk