Village of Constableville

MINUTES OF A MEETING OF THE BOARD OF TRUSTEES

August 4, 2025

A meeting of the Board of Trustees of the Village of Constableville, a Municipality, was held on August 4, 2025, at 6:00 pm, at the Village Library on Main St., Constableville, NY.

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

Others present: Christine Healt, Tug Hill Counsel
Mary Wilton, Water Plant Operator
Robert Boliver, BCA

Call to Order: Mayor Samantha Brown 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 Sullivan made a motion to approve the minutes of the July 2025 monthly meeting, the motion was seconded by Trustee McDonald, all in favor, motion carried.

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

Bob Boliver, BCA updated the board on the Water and Sewer Projects;

SEWER:

- Bids have been awarded, he sent the contracts to Village Attorney Ian Gilbert for his review, All Bonds came back, he sent them to the Village Attorney for his review
    - Trustee McDonald made a motion to authorize Mayor Brown to sign the Construction & Electrical Contracts once Attorney Gilbert gives the go ahead, Trustee Ward seconded the motion, all in favor, motion carried.
- He expects construction to start September 2nd. There will be a preconstruction meeting beforehand, SPO Sullivan will attend if his work schedule allows him to.
- He will be sending a letter to DEC, to Clerk Failing to be put on the Village letterhead for Mayor Brown to sign.

WATER:

- He presented the board with an updated contract between the Village & BCA for the Water Project, including engineering, overseeing construction, legal, technical & administrative (basically the project from start to finish)
    - Trustee McDonald made a motion to accept BCA's proposed Engineering Contract ($1,772,000.00) for the Water Project and authorizing Mayor Brown to sign the contract. Trustee Ward seconded the motion, all in favor, motion carried.
- The culvert replacement project is a separate project of $1,650,000 total project cost WQIP Application for $1,320,000. There would be a $330,000 match that we could possibly roll in to the EFC Loan. The culvert upfront costs are rolled in to this agreement.

- Design for the project will be this year and then bids will be next year.
- There will be a monthly job meeting during the design and construction phase of the project.
- The project rep will oversee pressure testing, communicates with the DOH, deals with irate village residents, and oversee the project.

Mayor Brown asked Bob about reimbursing the Town for the expenses for the creation of the Water District. He said we could pay them through our reserve fund and get reimbursed through the grant funding.

Two resolutions were presented to the board for their review and approval:

Resolution #14 – 2025 – SEQR Review for the Culvert replacement grant application. Moved by Trustee Mark Sullivan, seconded by Trustee Stephen Ward, all in favor and adopted.

Resolution #15 – 2025 Department of Agriculture & Markets – Lateral Restriction – Conditions on Future Service, Moved by Trustee Mark Sullivan, seconded by Trustee Cody McDonald, all in favor and adopted.

This resolution is a requirement for the Outside Users Water District in the Town of West Turin; the Town also adopted the same resolution.

Water Plant Operator's Report:

Water Plant Operator Mary Wilton reported on the following:

- The average usage for the month of July was 60,000 gallons/day, this seems to be the new normal as we have not found any more leaks.
- She asked if the leak at Constable Hall had been fixed. Clerk Failing checked with Mary Crouch, and she said it had been fixed.
- She plans to do the yearly nitrate/disinfection byproducts water test at Constableville Petroleum when she does the monthly test in August.
- She said she went up to the reservoir to check on it and had a hard time getting around the gate. She was then informed that the gate is not locked, it just has a chain wrapped around it.

Trustee Sullivan reported that the ruts in the road to the reservoir are terrible again from the log truck delivering wood to the Crouch's, Reservoir Road improvements are included in the project.

Trustee Sullivan reported to Bob Boliver that according to Bernie Ward there is no screen over the drain pipe at the Reservoir (storage basin) Bob said he wants to get someone to dive it to check it out.

Sewer Plant Operator's Report:

Sewer Plant Operator Mark Sullivan reported he had nothing further to add to Bob Boliver's report

Other Business:

Lucy Green was present at the meeting.

- They are building a duplex behind the shop on West St. It will be two units with 3 bedrooms in each. She inquired about hooking the duplex into the Village Sewer System.
- They have contacted S & L Goodhines to install it, they recommend (and Codes said it is fine) one 1250-gallon tank. There was some discussion on whether that is big enough. Lucy was told if it needs pumping more often than the Village's five-year schedule, they will be responsible to pay for it.

- She said they plan to run the water line from the shop up to the duplex; Trustee McDonald suggested a separate line from the shut off on West St. to the duplex.
- She also asked for permission to get a 911 address which is needed in order to get power up there and for approval to name the road that they are building the duplex on Evergreen Lane.
- Mayor Brown asked if they are looking at it being a short term or long-term rental. Lucy said they really aren't sure yet.
- Trustee Ward asked who would be responsible for maintaining the road. Lucy said it was up to the Village; they don't mind doing it. Clerk Failing said they may also want to talk to the Town because they plow the village streets.

    - Trustee Ward made a motion to approve the name of Evergreen Lane and to obtain a 911 address for it, Trustee Sullivan seconded the motion, all in favor, motion carried. Clerk Failing will draft a letter for Mayor Brown to sign.

Mayor Brown & Clerk Failing met with BCA earlier today to discuss the updated contract with them for the Water Project. They then met with Town Supervisor Ed Hayes, Clerk Beth Schnider & Councilman Scott Markham, Gregor Smith & Casey Dickinson from BCA and Attorney Gibert, to review to work on the Water District Intermunicipal Agreement between the Village and the Town. We expect Attorney Gilbert to have a draft completed to review IMA at Sept. meeting and approve it at the October meeting.

Trustee McDonald said he asked Ron Shue (Shue Brothers) for a quote to replace the fire hydrant, in case Goodhines doesn't do it, they said they could do it in a couple weeks. They charge $3,500.00 for an average hydrant replacement. Trustee McDonald said he feels if we are losing a thousand gallons a day, we should get it done. Mayor Brown contacted Eric Goodhines and he said they could definitely do it before the end of the month.

The September meeting will be held on September 8th due to the 1st being Labor Day.

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 7:31 pm, on motion by Trustee Ward and seconded by Trustee McDonald and carried.

Respectfully submitted by:

Mary Failing

Mary Failing, Village Clerk