**Village of Constableville**

**MINUTES OF A MEETING OF THE BOARD OF TRUSTEES**

**July 7, 2025**

A meeting of the Board of Trustees of the Village of Constableville, a Municipality, was held on July 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**: 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 June 2025 monthly meeting, the motion was seconded by Trustee McDonald, all in favor, motion carried.

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

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

- Bid Openings for the Sewer Project were held on June 17th at the Village Office. There were six (6) Bids received for the General Construction Contract, with J L Excavation being the lowest bidder at $569,000.00 There were four (4) bids received for the Electrical Contract with Blackstone Electric being the lowest bidder at $96,727.00.
- It is the recommendation of BCA to award the contracts to the lowest bidders. Trustee Wendt made a motion to award the contracts to J L Excavating and Blackstone Electric. The motion was seconded by Trustee Ward, all in favor, motion carried.
- The total cost of the project is $825,000.00. This will allow for a contingency budget of $53,773.00, which we wouldn't have to borrow if nothing major comes up. The WQIP Grant award amount is $236,720.00.
- Next month we will have the bonds and certificates of insurance back, Village Attorney will need to review them and approve.
- Should have shovels in the ground shortly after that. UV System delivery wont be until next spring.
- He doesn't expect there will be a groundbreaking ceremony for the Sewer Project but they will probably make us do one for the Water Project because of the Federal & State Funds involved.

Mary Wilton said that Tom Smith would like to be the Clerk of the Works for the Water Project, as she is not interested in being involved. Bob said there is no need for a Clerk of the Works as BCA Engineers oversees everything. If they need help such as shutting valves, Chris will take care of it.

Mayor Brown reported that the County has received notification of the $500,000.00 from the State for the Complete Streets Project, which the County is matching, and BCA has the go ahead to work on that. Bob said Complete Streets is mainly a sidewalk project.

Clerk Failing said that Casey told her that Main St. is not a part of the main project because it is not a County Road, he said it would be part of Phase II. Mayor Brown said that John Reid, County Highway Superintendent said he would do everything he could do include Main St.

**Water Plant Operator's Report:**

Water Plant Operator Mary Wilton reported on the following:

- Water usage is still up (75,000 gal. / day) Last year in July/August average was 37,000 per day.
- Another leak (smaller) was found by Steve Freeman at Constable Hall, S & L Goodhines will be fixing it.
- She drained sand filter bed #1 because it needed to be taken offline to be cleaned anyway, Tom repaired the effluent flow meter in June.
- She was having an issue with sand filter #1 turbidity meter coming in – Cody Meneilly thinks one of the sensors is going bad. Trustee Sullivan said he would stop and look at it. He said Joe Genter had replaced the outgoing sensor when he was mayor.
- Joe Genter went up to the plant with her on July 4th because she wasn't getting the data on the computer. He said there was too much data, so it shut down. He deleted 2024 data; it is collecting data correctly now. He said he would come up and take previous years data off every January. Clerk Failing asked Mary W. if Joe wanted to be compensated for his time, she didn't know.

Clerk Failing reported that there is a voucher in the packet for Slack Chemical for 2 sets of injectors. Mary W. told her that she had already ordered some from Bluebook and didn't need them. Clerk Failing asked the board if we should send them back. The consensus was yes to send them back. Mary W. said she would take them to Slack in Carthage because of the cost of postage.

Clerk Failing presented to the board a resolution appointing a Fair Housing Officer, a requirement for the CDBG Grant Application. It is the recommendation of the Planning Dept. (Grace Metzler) to appoint the Village Clerk (Not by name but by position). Trustee Wendt made a motion to appoint the Village Clerk as the Fair Housing Officer for the Village of Constableville, Trustee McDonald seconded the motion, all in favor, motion carried. Resolution No. 13-2025 was adopted.

**Sewer Plant Operator's Report:**

Sewer Plant Operator Mark Sullivan reported on the following:

The Green's are asking if they can hook their sewer into the garage septic tank. Trustee McDonald said it wasn't a good idea, should be at least 4" lines for the duplex. Clerk Failing thought it should be a question for the Codes Dept. She will look up the Sewer Local Law and send it to the Board.

Clerk Failing reported that S & L Goodhines sent an invoice for the Roger Croniser Septic issue, it included pumping of the septic tank and digging up and unclogging the line (which is Croniser's responsibility). After some discussion it was decided that the village will pay the full amount and send Croniser a copy of the invoice along with a letter explaining that he needs to reimburse the village for his portion or it will be added to his 2026 Tax Bill, and to let S & L know that that portion should have been sent to Croniser. Croniser was aware that that portion is the property owner's responsibility, he wanted S & L to send the invoice to the tenant.

Clerk Failing reported that she contacted Lyons Falls mayor Donna Dolholf and got the name of the person helping them with storm drain issues. She has been in contact with Steven Grimm from Rural Water, he wants to meet with someone to discuss looking at them. SPO Sullivan said our issue is infiltration into our sewer system. Clerk Failing will send him the contact information; he will contact Mr. Grimms.

**Other Business:**

Mayor Brown reported on the following:

- Village resident Don Dragon contacted her about an issue with his neighbor's company's RV dumping grey water on Don's property. She called the Sheriff's Dept. to handle it. Officer Stewart talked to both gentlemen and followed up with her. He also said they have issued some tickets to the four wheelers and dirt bikes around the village. She told him about the possible vandalism at the Bandstand and who we suspected, he commented that they are at that residence often and they are not stable.
- She contacted Mr. Premo at South Lewis inquiring about getting the Constableville school bell back to the Village. He said he would consider loaning it out for display, but it would have to be housed inside. He said there had been talk about it being at the library at one point, but he didn't hear anymore about it. Trustee Wendt said she thought they could find a place for it upstairs. Mayor Brown said her thought was to display it on the Fire Dept. land on the corner and that they were good with that idea. She will check into it further and find out the terms. It is presently in storage in the heating/woodchip building.

Clerk Failing reported that she called the police about a four-wheeler that did 30 (loud and fast) laps around the block yesterday (7/6), they did not show up however his wallet flew out of his pocket as he was flying by her house, and she retrieved it and contacted his aunt. He came to pick it up and she told him it was not acceptable.

Clerk Failing reported that Chris met with Henry V. from our Insurance Co. Last year he required the village to put up No Trespassing signs at the Water and Sewer Plant. This year we are required to put up "Federal Offense" signs. To be placed on the water plant building, in view of the road and on the fense near the gate at the sewer plant. After some discussion the board decided they should also be placed at the Spring Boxes and at the Reservoir. Clerk Failing will order five (5) signs from the County Sign Shop. There is also an electrical issue (wires hanging from the ceiling) at the Belltower, she has contacted Dave Ward to take care of it.

Clerk Failing reported that she received an email from Mary Wilton wanting the board to send Roger Croniser a letter and a copy of the Village Property Maintenance Law She said that she is mowing a portion of his property. Trustee McDonald told her if she stops maintaining it, the village will have grounds to send him a letter.

Discussion was also held regarding the Garramone (formerly Crawn) property. Clerk Failing will send a letter and a copy of the property maintenance law.

Mohawk Valley Bluegrass Band will be at the bandstand on July 23rd from 6 – 8 pm. We will offer Hotdog, Chips and a drink again for $5.00 donation. Clerk Failing asked if it is OK to use the $40 gift card that was donated by Walmart from another event to purchase supplies for it, the board agreed. We will discuss an August band date at the August meeting.

Trustee Wendt asked who she should contact to get a sign with arrows "Constableville Library" out on the State Road. The consensus was it would be NYSDOT, however it was suggested to just put one up under the Business District signs that are already there. Clerk Failing said that she will get a quote for her from the County sign shop when she orders the signs, we need for the insurance company

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 7:57 pm, on motion by Trustee Wendt and seconded by Trustee Sullivan and carried.

Respectfully submitted by:

Mary Failing, Village Clerk