Village of Boonville Board of Trustees
13149 State Route 12
Boonville, NY 13309

Meeting of May 12, 2026
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Present:
Deputy Mayor Stabb, Trustees Andrews, Satterly, and McIntyre, Street Superintendent, Thomas Cullings, Police Chief David Olney, Transfer Site Foreman Brach, John Healt – NOCCOG, Glen Doughten, village resident and PD Auxiliary member, Attorney Young, present at 7:06PM and Clerk Lee. **Absent:** Mayor Dellerba.

Visitors: NOCCOG- Circuit Rider John Healt briefly discussed the May announcements.

Meeting: Deputy Mayor Stabb called the meeting to order at 7:00PM.

Minutes:
Motion by Trustee Satterly, second by Trustee McIntyre to approve the April 28, 2026, workshop minutes as presented. Ayes – Trustees Satterly, McIntyre, and Deputy Mayor Stabb; nays – none; abstains – Trustee Andrews. Motion carried.

Correspondence:
NYS DEC Notice of Violation- The village received this mailing addressing the overflow event that took place on April 24, 2026, due to a blockage in the sewer pipe along Woodgate Drive. Employee Zachary Kirkbride noted that the manhole outside the influent building was overflowing. Per NYS DEC: "It appears the Village of Boonville took immediate and appropriate action to abate the overflow." The incident needed to be reported as follows: within 2 hours of discovery to the DEC and was not reported until April 27, 2026, within 4 hours to the chief elected official or authorized designee, of any adjoining municipality that may be affected by the sewage overflow, within 4 hours to the general public through appropriate electronic media as determined by the DEC and within 24 hours to the Regional Water Engineer. The village will submit the appropriate report and adjust the response times of reporting the overflow issue accordingly.

Department Reports:

Grants & Treasurer- Grant Administrator/Treasurer Kaiding provided her report electronically to the board for review ahead of the meeting.

The following payment applications from the WWTP Capital Project were presented to the board for review:

CO Falter Const. Corp.	Payment App. No. 10	$1,234,050.00
SC Spencer Electric, Inc.	Payment App. No. 8	$141,065.00

A motion was made by Trustee McIntyre, seconded by Trustee Andrews to approve of the payment applications as presented and authorize Mayor Dellerba's signature on each of the payments. Ayes – Trustees McIntyre, Andrews, Satterly and Deputy Mayor Stabb; nays – none. Motion carried.

A proposed amendment to the Fiscal Advisors contract to increase the contract amount from $20,000.00 for services related to the WWTP Capital Project to $30,000.00. After some discussion by the board, a motion was made by Trustee McIntye, seconded by Trustee Satterly to approve of the proposed amendment to the Fiscal Advisors contract as presented. Ayes – Trustees McIntyre, Satterly, Andrews and Deputy Mayor Stabb; nays – none. Motion carried.

April Treasurer's Report- After review of the April report, a motion was made by Trustee McIntyre seconded by Trustee Andrews to approve the April treasurer's report as presented. Ayes – Trustees McIntyre, Andrews, Satterly and Deputy Mayor Stabb; nays – none. Motion carried.

Police- Chief Olney presented his April report to the board prior to the meeting. In the month of April: the department handled 279 of the 292 calls for service. The department participated in the No Empty Chair Campaign with the Oneida Co. Sheriff's Department and the Oneida Co. Traffic Safety Office and a presentation and press conference were held at the Adirondack High School; a presentation on bicycle safety was given to the elementary school students; still waiting on the NYSP TRaCS unit (Traffic and Criminal Software), to come to the station to upgrade all the tablets, printers and scanners with greatly upgraded equipment; continuing the project of revamping the policy and procedure manual for the police department; additional funding has been secured for a VR (virtual reality) piston. This will allow the department to train virtually with the pistol alone, the TASER 10 alone and both together.

Grant justification documentation has been completed in preparation for the grant applications opening. Some of the items Chief Olney is looking to acquire: a vehicle to replace the 2017 Ford Explorer, 12 solar-powered speed display signs throughout the village; handheld LASER speed measuring device; update/upgrade computers in the station; additional cameras inside and outside the police station; and many other items.

Streets/Sewers- In the month of April Supt. Cullings stated the street department has been picking up green waste from the curbs around the village; filled in wash outs on road sides with millings; Phil has been sweeping the streets; mower has been serviced and is ready for summer; Ryan Lampman has passed his CDL road test; Dollar General had a sewer back up and run down Woodgate Drive. Zach and Dylan jetted our sewer line and the issue was not on us. Zach and Dylan went above and beyond with this issue. They shoveled all of the raw sewage in to buckets and took care of it even though it was not our mess; Erwin Park has a major water leak – had to shut off the main park building; the Municipal Commission was putting in additional outlets; a new toilet was installed in the bathroom at the park; some employees attended MSHA, sexual harassment, and work place violence training; John has clearance to return to work.

WWTP- 42.62 tons of sludge were produced by the WWTP and sent to the Ava Landfill in the month of April; wastewater haulers brought in 45,750 gallons of septic to the plant in the month of April; employee Dylan Yager has taken a genuine interest in the wastewater field; Jim Rathbun was on site for just over 40 hours in April; construction continues on the Capital Project.

Transfer Site- No report.

Fire- No report.

Zoning & Codes- CEO/ZEO Doolittle provided the April report via email, for the board to review. During the month of April CEO/ZEO Doolittle conducted 4 site inspections and 10 site visits. Local laws are being reviewed by the police department for comment. CEO/ZEO Doolittle stated that people need to be reminded of property maintenance and the rules for getting their green waste accepted for disposal by the village; the Village may need to implement operating permits for all existing and future uses, non-conforming and conforming, as well as all businesses, public or home-based, to keep track of compliance and/or abandonment and to keep up with fire and property maintenance inspections.

Old Business: None.

New Business:

Resolution No. 5-2026

The following Resolution was moved by Trustee McIntyre and seconded by Trustee Andrews. Ayes – Trustees Andrews, McIntyre, Satterly, and Stabb; nays – none. Motion carried.

THEREFORE, BE IT RESOLVED, that the mayor is hereby authorized to sign the Tax Warrant for the collection of taxes for the period beginning June 1, 2026 through May 31, 2027.

TAX WARRANT

To: Wendy A. Lee, Village Clerk

You are hereby commanded to receive and collect from the several persons named in the assessment roll, hereunto annexed, the sums named in the last column thereof opposite their respective names, for the following purposes:

For the current budget General Fund:	$708,765.00
For unpaid water & sewer arrears only:	$ 16,323.81
Being a total amount of:	$725,088.81

AND, you are further commanded to receive and collect such sums without additional charge between the first day of June and the last day of June 2026, on the first day of July and the last day of July, 2026 with 5% interest, the first day of August and the last day of August, 2026 with 6% interest and between the first day of September and the last day of September 2026 with 7% interest; October 1, 2026 all unpaid taxes will be sent to the County Finance Department for collection.

FURTHER, you are commanded to return a report of the Tax Roll and Warrant to the Board of Trustees on or before the first meeting of November 2026 stating all taxes remaining unpaid. This document will describe bill number, parcel number, owner's name, parcel address and the amount of each unpaid tax.

Attest: ***Wendy A. Lee*** ***Judith Dellerba***
Wendy A. Lee, Village Clerk Judith Dellerba, Mayor

Dated: May 12, 2026

Chimera Integrations- An estimate for repair to the Erwin Park cameras was presented to the board via email ahead of the meeting. After some discussion, a motion was made by Trustee McIntyre, seconded by Trustee Andrews, to approve of the repair quote of $4,160.00 as presented by Chimera Integrations to repair the cameras in Erwin Park and the bill to be paid with the new 2026-27 fiscal year budget. Ayes – Trustees McIntyre, Andrews, Satterly and Deputy Mayor Stabb; nays – none. Motion carried.

Draft Agreement ACS School Traffic Officers- District School Superintendent Ms. Heidi Smith emailed the agreement for review by the Village Board. After some discussion by the board, further discussion was tabled until a future meeting and when a full board is present.

OHSWA Proposed New Host Community Benefit Agreement- The Village Board reviewed the proposed new agreement with OHSWA. After some discussion, a motion was made by Trustee McIntyre, seconded by Trustee Satterly to accept the agreement as proposed and to approve of Mayor Dellerba's signature on the agreement. Ayes – Trustees McIntyre, Satterly, Andrews and Deputy Mayor Stabb; nays – none. Motion carried.

Amendment No. 7 to Barton & Loguidice Agreement- After some discussion a motion was made by Trustee Andrews, seconded by Trustee Satterly to approve of the amended agreement by Barton & Loguidice as presented. Ayes – Trustees Andrews, Satterly, McIntyre and Deputy Mayor Stabb; nays – none. Motion carried.

Capital Project at WWTP Expenses- The following bills from Abstract No. 55 of the Capital Project at the WWTP were presented for review. A motion was made by Trustee Andrews, seconded by Trustee Satterly to approve of the payment of the following bills:

Barton & Loguidice	Inv. #161787	$7,171.25
Barton & Loguidice	Inv.#161788	$20,335.44
Deluxe Checks	Inv.#666893435	$98.79

Ayes – Trustees Andrews, Satterly, and Deputy Mayor Stabb; nays – Trustee McIntyre. Motion carried.

Executive Session- A motion was made by Trustee Satterly, seconded by Trustee Stabb to enter Executive Session at 8:34PM to discuss employee wages. All meeting attendees exited the meeting at this time, except for Superintendent Cullings and Attorney Young. Ayes – Trustees Satterly, Andrews, McIntyre and Deputy Mayor Stabb; nays – none. Motion carried. The meeting returned to regular session at 8:50PM. A motion was made by Trustee McIntyre, seconded by Trustee Andrews to approve of the following pay adjustments to be effective June 1, 2026, with the 2026-27 fiscal year:

Zachary Kirkbride	$23.10 per hour + 3% COLA - $23.79
Daniel Kraeger	$23.60 per hour + 3% COLA - $24.30
John Kranbuhl	$23.75 per hour + 3% COLA - $24.46

Ayes – Trustees McIntyre, Andrews, Satterly and Deputy Mayor Stabb; nays – none. Motion carried.

Bills & Payroll: A motion was made by Trustee Andrews, seconded by Trustee McIntyre to approve of the following bills of Abstracts #22 for the General Fund, Transfer Site Fund, WWTP Fund #13 for the Trust & Agency Fund and Abstract #55 for the WWTP Capital Project and the payrolls for the weeks of: April 26th and May 3, 2026.

Gen. Fund	Abs #22	$21,549.09	Vou: #493-518
Transfer Site	Abs #22	$3,733.17	Vou: #93-99
WWTP Fund	Abs #22	$8,305.25	Vou: #158-167
Trust & Agency	Abs #13	$1,547.85	Vou: #34-36
WWTP Capital Project	Abs #55	$1,411,095.88	Vou: #93-99

Adjournment: There being no other business, a motion was made to adjourn at 8:52PM by Trustee Andrews, second by Trustee Satterly. Ayes – Trustees Andrews, Satterly, McIntyre and Deputy Mayor Stabb; nays – none. Motion carried.

Wendy Lee
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Wendy Lee, Village Clerk