

Regular meeting of the Board of Trustees of the Village of Newark Valley was held Tuesday evening, **September 12, 2023**, at 6:30 PM in the Noble Room of the Municipal Building at 9 Park Street, Newark Valley.

**PRESENT:** Mayor James Tornatore  
Deputy Mayor Scott Kasmarcik  
Trustees Joe Mooney  
Ted Hardenstine  
Jackie Wandell  
DPW Supervisor Matt Seamans  
Clerk/Treasurer Pam Benthin

**EXCUSED:** Code Officer Max Chandler

**PUBLIC IN**

**ATTENDANCE:** David Chamberlin, Jared Martin, Mark Lott and Janet & John Frieman.

**MINUTES:** July & August Meeting Minutes approved on a motion by *Trustee Wandell*, seconded by *Trustee Mooney*

**FINANCIAL**

**REPORT:** Approved as presented for the month of July 2023.

**WORK IN PROGRESS:**

- **Office Hiring** – Office Staff and Personnel Liaisons Trustee Mooney and Trustee Wandell interviewed four potential candidates, with two being brought back for second interviews. Office staff and Trustees both felt one interviewee stood out as the best candidate. Candidate will be hired as *Deputy Clerk in Training*, as this hiring is not to resume three office staff positions, it is hiring as a succession plan for the departure of the current Deputy Clerk. Resolution for hiring to follow later in the meeting.
- **Cameras** – DOH strongly recommending that public water systems have surveillance cameras on well houses, reservoirs, and any other access points where vandalism or contamination of the system could occur. Village working with IT company to determine placement for water system surveillance as well as surveillance at the park, municipal building and DPW barn, for both staff and resident safety, and to monitor all village assets. Resolution for purchase to follow later in the meeting.
- **Lowes Hometown Grant** – Second round of bidding complete, two bids received. Trustee Mooney completed and submitted mid-point report to Lowes Hometowns. Resolution to award bid to follow later in the meeting. RVD (Red Vest Day) to be planned for mid-October, local Lowes stores employees volunteer, along with Village staff and community members to complete project tasks such as painting, staining, and planting.
- **Electric Supplier** – Current contract with our electric supplier expires in December of this year. Unfortunately, the rate information we received and voted on at the July meeting was inaccurate. After obtaining several new quotes we have found that SFE Energy has the best rate. Resolution to follow later in the meeting.
- **Office Entrance** – Project to be put off till spring both due to time availability and temperature needed for proper curing of concrete. Board agrees to adding an awning over the office entrance to the project, when it does commence, to aid in the mitigation of water from the main roof.
- **Vac. Truck** – DPW/Liaisons schedules have not allowed time to travel to Owego to inspect and discuss purchase of truck with Village of Owego. Owning our own vac truck would allow for the DPW to clean the streets of loose stone after stone and oil paving has been completed, cleaning out storm drains, clean the streets of sand after winter plowing and clean the streets after flooding events.

- **DPW Truck** – Dodge Ram 5500 vs. 3500. Purchase will replace the aging 2011 Chevy 2500. 5500 has higher sides and larger load capacity, 3500 is more maneuverable for plowing. Lengthy discussion of differences follows. Discussion of implementing a trade in plan so that a new truck would be purchased every 3-5 years making future truck purchases easier on the budget. ARPA funds could be used for this purchase so as to not affect current budgeted dollars. 2011 Chevy needs a new harness and bed chain if going to be used for plowing this season. Once a new truck is purchased DPW Supervisor suggests putting Chevy 2500 on auction. Resolution to follow later in the meeting.
- **Health Insurance** – Health coverage year begins December 1<sup>st</sup>. After concessions were made during last years budget planning, employees will be responsible for 20% of their insurance premiums, up from 15% and the Village HSA contribution will be \$1000.00, down from \$1600.00. Employees currently covered under the *Plus Gold 6* plan, will see an increase of \$52.00 to their monthly premium cost and a total deductible of \$1800.00 for single rate coverage. Discussion of *Plus Silver 17* plan, which would be less of a premium increase for both employees and the village, but a total deductible of \$3600.00. After further discussion Village board members conclude to keep employees on current *Plus Gold 6* plan.
- **Hazard Mitigation** – HM Plan to be updated every 5 years. 1<sup>st</sup> meeting with consultants or the Newark Valley section went well, good suggestions and progress. Council of Government to meet with consultants next week to collaborate on 1<sup>st</sup> draft of whole county plan.
- **AED in MB** – no update at this time.
- **ARPA Funds** – Plan for use of \$93,000 must be made by 12/31/2024 and the funds must be spent by 12/31/2027. Public input meetings will be scheduled.
- **LCRR (Lead Copper Rule Revision)** – No new updates. October 2024, need to have inventory of water lines to state.

**BILLS:** Presented. Approved in the amount of \$94,614.03 from abstract number 19-24, 20-24, 21-24 and 22-24, with a Motion by *Trustee Kasmarcik*, seconded by *Trustee Hardenstine*.

**NEW BUSINESS:**

**RESOLUTION #27-24** Authorize Clerk-Treasurer to Award Spoonhower Construction – Lowes Hometowns Trout Ponds Park Restoration (Copy attached) – adopted with a motion by *Kasmarcik*, seconded by *Mooney*. Roll call vote. Hardenstine, Kasmarcik, Mooney, Tornatore, Wandell - Yes. 0 - No.

**RESOLUTION #28-24** Authorize Clerk to Transfer Funds – Lowes Hometown Grant Materials (Copy attached) – adopted with a motion by *Kasmarcik*, seconded by *Wandell*. Roll call vote. Hardenstine, Kasmarcik, Mooney, Tornatore, Wandell - Yes. 0 - No.

**RESOLUTION #29-24** Authorize Clerk-Treasurer to Hire – Trisha Thomas (Copy attached) – adopted with a motion by *Wandell*, seconded by *Kasmarcik*. Roll call vote. Hardenstine, Kasmarcik, Mooney, Tornatore, Wandell - Yes. 0 - No.

**RESOLUTION #30-24** Authorize Clerk-Treasurer to Transfer – Water Reserves to Water General for DOH Required System Upgrades (Copy attached) – adopted with a motion by *Hardenstine*, seconded by *Kasmarcik*. Roll call vote. Hardenstine, Kasmarcik, Mooney, Tornatore, Wandell - Yes. 0 - No.

**RESOLUTION #31-24** Authorize Clerk-Treasurer to Process Budget Adjustment – Multi-Year to Building Maintenance – Garage Roof \$10,000 (Copy attached) – adopted with a motion by *Kasmarcik*,

seconded by *Mooney*. Roll call vote. Hardenstine, Kasmarcik, Mooney, Tornatore, Wandell - Yes. 0 - No.

**RESOLUTION #32-24** Rescind and Replace Resolution #23-24 – SFE Energy Electric Contract (Copy attached) – adopted with a motion by *Kasmarcik*, seconded by *Hardenstine*. Roll call vote. Hardenstine, Kasmarcik, Mooney, Tornatore, Wandell - Yes. 0 - No.

**RESOLUTION #33-24** Authorize Clerk-Treasurer to Purchase Surveillance Cameras (Copy attached) – adopted with a motion by *Kasmarcik*, seconded by *Hardenstine*. Roll call vote. Hardenstine, Kasmarcik, Mooney, Tornatore, Wandell - Yes. 0 - No.

**RESOLUTION #34-24** Authorize DPW Supervisor to Purchase – Dodge Ram 3500 (Copy attached) – adopted with a motion by *Wandell*, seconded by *Kasmarcik*. Roll call vote. Hardenstine, Kasmarcik, Mooney, Tornatore, Wandell - Yes. 0 - No.

**RESOLUTION #35-24** Authorize DPW Supervisor to Purchase – Chlorine Analyzer (Copy attached) – adopted with a motion by *Tornatore*, seconded by **TABLED - PENDING MORE RESEARCH**

#### **REPORTS:**

- **Code** – CEO Chandler not in attendance, report relayed by Clerk Benthin, see attached.
- **Public Works** – See attached report. Final fogging coat to be applied to roads this Friday. TC DOH recommending a *residual chlorine analyzer* be installed for the water system. Obtained a quote from Aqua Logics for \$9600.00. Analyzer would allow for more precise mobile control for the DPW. Board tables topic and needs more information regarding maintenance, monthly costs etc.
- **Clerk** – Side entrance door needed repairing, latching mechanism has been fixed for now, inside of door is rusting and loose pieces are jamming the internal parts of the latching system, getting quotes for replacement. The yearly audit is almost complete. Working with IT to correct Microsoft to Gmail email sending issue. A thank you to Crawford and Stearns who have been a big help with the bid packet for the park project and a big thank you to Trustee Mooney for handling the project’s midway report.
- **Mayor** – NY State Cemetery Association meeting on Oct. 22 regarding funding for small cemeteries across the state. TOI’s Family & Women’s Health program will be expanding to Northern Tioga County with an office location opening at the Community Center in October. Abby Ortu resigned as Community Development Specialist for TEAM Tioga, moving on to Cornell University. The NV Community Connection community center raised enough funds to replace the roof at their 32 Sount Main St. location.
- **Planning** – Nothing to report.
- **Parks** – Lowe’s Hometown Project. Nothing else to report.
- **Youth** – Nothing to report.
- **Infrastructure** – Nothing to report.
- **Library** – Still awaiting some of the funds from last year’s school taxes. Newark Valley School district spans multiple counties making processing times differ.
- **Police** – Nothing to report.
- **School Districts** – School moving forward with shed project for the community garden on Main St. Trustee Hardenstine has relayed to Mr. Sweiger that drawings need to be submitted to Village Code Enforcement.

- **Municipalities** – Nothing to report.
- **Personnel** – Topic covered in ‘Work in Progress’

**GUESTS:**

**Mark Lott** – shared comments and concerns related to budget.

**COMMENTS & CONCERNS:**

- Trustee Mooney would like to thank Deputy Clerk Moore for all her time and efforts with the Summer Music at the Trout Ponds series, he and his family very much enjoyed attending them all.

Motion by *Trustee Kasmarcik*, seconded by *Trustee Hardenstine* to adjourn at 9:04pm. Carried

Jessica Moore  
Deputy Clerk/Treasurer