

MINUTES

Tuesday June 17, 2025

Meeting opened at 6:35 PM by Mayor Stiles with the Pledge to the Flag. In attendance were Mayor Jeffrey S. Stiles, Trustees Ian M. Feulner and K. Don Brigham, DPW Superintendent Wayne B. Valentine, Village Attorney Jill A. Poulson, and Clerk-Treasurer Melissa F. Gregory. Approval of the May 20, 2025 minutes as members received in final written form. It was upon motion of Trustee Feulner, seconded by Trustee Brigham, unanimously carried, to accept the minutes as written.

TREASURER'S REPORT

Checking Account		5/31/25 Balance
General		\$ 112,907.35
Water		\$ 17,227.08
Total Fund		\$ 130,134.43
Trust & Agency		\$ 8.46
Village of Cherry Valley Baseball League		\$ 1,283.25
Savings Accounts		5/31/25 Balance
Water System Repair Reserve		\$ 2,998.58
Cemetery Capital Reserve		\$ 11,196.39
Unemployment Insurance Reserve		\$ 2,712.96
Water Debt Service Reserve		\$ 21,645.42

Parks & Recreation Reserve		\$ 3,681.50
General Fund Savings		\$ 25,940.49
	Water	Taxes
Taxes and Water Unpaid 5/1/2025		\$ 0.00 (sent to the county on 11/14/24)
Paid in May	\$ 0.00 (sent to the county on 5/1/25)	\$ 0.00 (sent to the county on 11/14/24)
Adjusted in May	\$ 0.00 (sent to the county on 5/1/25)	\$ 0.00 (sent to the county on 11/14/24)
Billed in May	\$ 0.00 (sent to the county on 5/1/25)	\$ 0.00 (sent to the county on 11/14/24)
Unpaid 6/1/2025	\$ 0.00 (sent to the county on 5/1/25)	\$ 0.00 (sent to the county on 11/14/24)

It was upon motion of Trustee Brigham, seconded by Trustee Feulner, unanimously carried, to accept the report as given.

OLD BUSINESS:

NYCLASS Equipment Repair Reserve Fund:

Clerk-Treasurer Gregory asked for the board to confirm where they would like the budgeted money to be transferred from to be placed into the newly created NYCLASS subaccount named “Equipment Repair Reserve”. The board confirmed that they would like the money to be transferred from the NBT Bank account.

Cemetery Entrance Repairs:

The cemetery entrance repair invoice was sent to The Fort Miller Vault Company on Tuesday 6/17/25 for a total of \$8,827.97. A sign for the entrance is going to be installed that notes a height limit to help prevent future issues.

New Office Software:

Clerk-Treasurer Gregory reported that she has received an updated quote from Edmunds GovTech (which includes both their finance and utility “modules”). The total for the first year investment itself is \$26,500.00. Both Clerk-Treasurer Gregory and Trustee Brigham are in contact with Williamson Law Book Company to receive a quote as well. At this time, a final determination on whether or not a new software will be implemented during this current Village year is still to be determined. When determining if a new software will be implemented, a third quote will still need to be obtained from another company, per our procurement process, before a final program would be accepted.

Casella Contract:

Clerk-Treasurer Gregory reported that Casella is working diligently to swap out peoples toters as they request them. At this time, Clerk-Treasurer Gregory has sent a large list of updates to Casella and will now update them one to two times per week with new requests. She also is working to maintain updates on the website, on Facebook, and in multiple physical spaces within the Village (post office, bus stop, and the bank).

When the Oneonta Division Manager, Adam Critti, came to the office to finalize the new two-year contract details before June 1, not only did he mention about the new toters for residents, but also recommended the Village “hosting” one or two refuse days over the spring and summer. Clerk-Treasurer Gregory noted this to the board and at this time, she will be contacting Adam Critti again for further details on how this would work. She will also touch base with other small villages to see how they work the details of such an “event”. Updates will be brought to the board at the next meeting in July.

Miscellaneous:

Clerk-Treasurer Gregory reminded the board that she will be absent for the next board meeting (7/15/25) as she’ll be at the IIMC Municipal Clerks Institute Training. Deputy Clerk-Treasurer Eve Bouboulis will be in attendance at the board meeting to take notes and provide updated finances and office reports.

Newsletters will be mailed out with the July water bills. It will also be posted on the website, Facebook, and throughout the Village. Along with the newsletter and water bills, an updated water information sheet will be included in the mailings.

The reimbursement from NYSDOT for CHIPS funding (used to pay for the DPW’s new excavator in November of 2024) is slated to be received June 25th.

Clerk-Treasurer Gregory, prior to the meeting, updated and sent both the cemetery and water information sheets to the board for review. The water information sheet was updated to include dates of when (and how much) interest will be added for late payments, as well as the updated water rate. The cemetery information sheet was updated to note the price changes (as noted in the February 17, 2025 meeting minutes) as well as an adjustment to some wording to make it easier to interpret. The board unanimously agreed to the updates and these sheets will be posted on the website and the board within the Village office.

Village Attorney Updates:

Attorney Poulson noted that the contract for property maintenance, AA Property Care, is in the final stages of production. Clerk-Treasurer Gregory noted that payments thus far for this work has been from allocated funds from the 2024-2025 fiscal year budget.

Attorney Poulson noted that a letter was delivered to Dustin's Automotive regarding ongoing concerns with his property. The board discussed additional concerns with this property and the additional property that Dustin owns within the town. A decision was made for Mayor Stiles to speak with Dustin regarding the concerns the board has and the consequences that would ensue if the concerns are not dealt with in an appropriate and timely manner.

The American Legion had brought to Mayor Stiles' attention, concern about their lease with the Village and their use of space at the old Village Hall. Attorney Poulson looked into the written lease and found that it expired in March of 2024. A new 15-year lease will be written by Attorney Poulson with some changes and additions, and will be further discussed with the American Legion and the Village Board. Attorney Poulson also looked into the details of the Cherry Valley Artworks lease with the Village as they also utilize space at the old Village Hall; their lease is active until 2039.

The CV Youth Sports group, led by Kimberly Buck and Alison Gridley, are currently functioning under the domain of the Village. At this time, more work is being done with Attorney Poulson to ensure proper insurance is being secured to cover the youth sports programs that operate on Alden Field.

DPW Updates:

DPW Superintendent Valentine reported that the Village's well (pump 1) is continuing to slow down. He continues to be in contact with multiple companies to discuss pricing in preparation to improve the well's current conditions. At this time the first step will be to do a bore blast and surging. DPW Superintendent Valentine reiterated the fact that the entire wellhouse is in need of multiple upgrades, as well as beginning a maintenance plan for both the wellhouse and the tank. Clerk-Treasurer Gregory will continue to research for grant opportunities to help offset the costs of the needs for the upcoming projects.

NEW BUSINESS:

Clerk-Treasurer Report:

Resident Dawn Doyle called to report about a deceased rat in her driveway as well as a smell coming from neighbor Kaitlyn Kraham's property. DPW Superintendent Valentine noted a local law/ordinance that related to such issues and stated he would pull the document and make note of its specifics. He stated he'd send the document to Attorney Poulson and she would then proceed with reaching out to Kraham as needed.

The board has approved to pay Patricia Wingate her annual \$1 for the rental of the gazebo/park space at her property. The board also would like to note their gratitude to her for allowing us to utilize her property for such a small fee each year.

The board approved the payment of \$1000.00 to Marilyn Mollen for an accident in December of 2023.

Jack Thompson has asked the DPW to adjust the placement of his father's (Fred Thompson) foundation/headstone. He would like it moved 18" to the left to better align to where his father was buried. The board approved this request.

Clerk-Treasurer Gregory asked the board about the compost pile at the back of the Village Park & Ride, and if that is something that residents can access freely. The board stated that yes, this is a "service" that the residents can freely take from.

The burial of Susan Warner (Clough) was approved by the board.

Water bills are being worked on by Clerk and Deputy Clerk-Treasurer Gregory and Bouboulis. They spoke on the phone today with QuikWater Rural for advice in the process of creation and getting the system straightened out. They will touch base with the company again next week to walk through the finalization of the bills and printing them.

Resident Aria Dubben requested to utilize Alden Field on July 12th from 11am-1pm for her son's birthday party. The board approved the request.

Two non-residents purchased cemetery plots and the board approved those purchases.

Finances:

Audit of Claims:

After review by the board, it was upon motion of Trustee Brigham, seconded by Trustee Feulner, unanimously carried, to make payment on paid bills and budget amendments and modifications as follows:

General Fund	Ch. #s 16525-16564	\$ 20,211.41
Water Fund	Ch. #s 16525-16564	\$ 4,384.24
Total Fund	Ch. #s 16525-16564	\$ 24,595.65
Trust and Agency	Ch. #s 2065-2066 & Auto Deductions	\$ 3,675.67
Agency Fund (Youth Baseball)		\$ 419.98

Budget Modifications 2024-2025

To	Amount	From	Amount
A1410.1	\$ 2,416.00	A1990	\$ 2,416.00
A1490.1	\$ 332.00	A1990	\$ 332.00
A4020.1	\$ 50.00	A1990	\$ 50.00
A5110.1	\$ 1,520.00	A1990	\$ 1,520.00
A5132.4	\$ 1,349.00	A1990	\$ 1,349.00
FX8340.1	\$ 36.51	FX1990	\$ 36.51

Adjournment:

The meeting adjourned at 8:49 p.m. upon motion of Trustee Feulner, seconded by Trustee Brigham, unanimously carried.

Respectfully Submitted,

Melissa Gregory, Clerk-Treasurer

July 14, 2025