

Village of Cherry Valley

2026-2027 Village Year - Budget Hearing & Organizational Meeting AGENDA: Tuesday April 7, 2026

1. Open Meeting @ ____ : ____ p.m. with the pledge to the flag.

2. Proposed Appointments, Wages, Contracts

Title and Name	Elected/Appointed To	Wages	Frequency
Mayor Jeffrey S. Stiles	3/31/2029	1,925.00	annually
Deputy Mayor	3/31/2027	\$ 100.00	annually
Trustee Ian M. Feulner	3/31/2030	1,650.00	annually
Trustee Kevin D. Bringham	3/31/2029	1,650.00	annually
Clerk-Treasurer Melissa F. Gregory	—	\$ 21.00	hourly w/benefits; no health insurance
Registrar of Vital Statistics Melissa F. Gregory	3/31/2029	\$ 250.00	annually
Deputy Clerk-Treasurer Eve N. Bouboulis	—	\$ 20.00	hourly
Deputy Registrar of Vital Statistics Eve N. Bouboulis	3/31/2029	\$ 50.00	annually
DPW Superintendent Wayne B. Valentine	—	62,400.00	annually w/benefits; no health insurance

Maintenance Worker Stacy L. Van Buren	—	46,800.00	annually w/benefits; no health insurance
Village Attorney Jill A. Poulson, Esq.	3/31/2027	5,000.00	contracted annually
Village Historian Susan Miller	3/31/2027	\$ 200.00	annually
Village Public Health Officer <i>(shared w/Town of Cherry Valley)</i> Elletta Horth, FNP	—	—	—
Property Maintenance AA Property Care Aaron Van Buren		18,200.00	contracted monthly (May - November)
Refuse and Recycling Removal Sella Waste Management of NY, Inc.	5/31/2027	90,999.00	contracted monthly

****MOTION TO APPROVE APPOINTMENTS AND WAGES AS LISTED*

3. Policies and Procedures

- a. Maintain the following:
 - i. Bank: NBT Bank of Norwich, NY - Cherry Valley, NY Branch
 - ii. Newspaper: The Daily Star, Oneonta, NY
 - iii. Board Meeting Dates: 3rd Tuesday of each month; 6:30 PM
 - iv. Authorization for Clerk-Treasurer to pay certain bills prior to Board Meetings: (utilities; gasoline; refuse removal contract; property maintenance contract; room rent; insurances; postage; water bonds/interest on water bonds; Elan Financial Services - NBT Credit Card; small items to run office and equipment as needed)
 - v. classes/work-related meetings to be reviewed as requested at regular meeting of the Board
 - vi. Work-related travel mileage; reimbursed at the current IRS rate
 - vii. Meals (if not included with class/conference): \$45.00/day
 - viii. County sales tax receipts: split of 50:50% between Village General and Water budget funds

- ix. All employees must be offered NYS Retirement (required for all full-time employees) and Deferred Compensation Plan
- b. new/updated policies and procedures to discuss:
 - i. Comp time vs. overtime
 - ii. Online bill pay/accounts
 - iii. Emergency protocol/preparedness plan (OSC must) - needs to be updated!
 - iv. Absence w/pay policy - clarify which employees fall under which "contract"
 - v. Guidelines for ALL positions held within the Village
 - vi. Healthcare
 - vii. No burials before May 1
 - viii. Volunteer policy
 - ix. Deposits and investments policy (OSC must)
 - x. Breach notification (OSC must)
 - xi. FOIL
 - xii. Records management
 - xiii. property use management
 - xiv. Meeting guidelines/rules

*****MOTION TO APPROVE POLICIES AND PROCEDURES AS LISTED/TBD**

4. DPW

- a. Truck and/or plow
- b. lift/lull
- c. Sidewalks (money details w/in budget)
- d. Smoke and CO2 detectors @ shop
- e. computer/printer/internet/better phone @ shop (money details w/in budget)
- f. Additional worker (money details w/in budget)

5. Miscellaneous

- a. Shade trees
- b. Security cameras
 - i. Can't access ones at park - can't easily reach person who installed
 - ii. Need new/better?
 - iii. Add more anywhere else?
- c. Old phones and tablet - not working/not able to turn on/won't take a charge
- d. Speed signs at edges of Village

- i. Elan City is the business we utilized to set them up but they were only accessible via the tablet, which now is unable to take a charge ... look into further?!?
- e. Electric Vehicle Chargers
- f. Website
- g. Email

6. Office

- a. removal/archival of records
- b. Time to get office organized (paper and electronic)
 - i. Cemetery files and maps
- c. Increase petty cash fund
- d. Antivirus software (money details w/in budget) ... Webroot vs. other?
- e. Separate Village General and Village Water accounts WITHIN NBT?
- f. computer(s); printer
- g. Water software
- h. Accounting software

7. Budget Hearing

motion to OPEN hearing @ _____pm

motion to CLOSE budget hearing @ _____pm

8. Other Business

9. Executive Session (as needed)

10. Adjourn Meeting