

March 5<sup>th</sup>, 2025: Budget Workshop @ 5:30pm with regular board meeting to follow

There was a budget meeting @ 5:30pm with a regular meeting of the Board of Trustees of the Village of Tully to follow on Wednesday, March 5<sup>th</sup>, 2025, at 7:00pm in the Municipal Building.

Present: Erin Goodfellow, Mayor  
Daniel Ray, Deputy Mayor  
Roxanne Oliver, Trustee  
Eric Galvin, Trustee  
Kathryn Vernay, Trustee  
Maureen Bibik, Clerk/Treasurer  
Thomas Chartrand, Accountant  
Benjamin Vincent, Codes  
Mike Hoke, DPW Supervisor  
Dan Jean, Koester  
Bill Davies, MRB  
Ben Cutter, MRB

Absent: Courtney Hills, Counsel (available by phone)  
Ken Teter, Engineer

Visitors: Kaula Pisano  
Frank Speziale

**Pledge of Allegiance/Call to Order:**

Mayor Erin Goodfellow led the Pledge of Allegiance and called the meeting to order at 7:08pm.

Motion was made by Mayor Goodfellow, 2<sup>nd</sup> by Trustee Vernay to approve the minutes from the February 5<sup>th</sup>, 2025 meeting. All ayes carried.

**Treasurer's Report:**

**Transfer of Appropriation**

A Motion was made by Deputy Mayor Ray, 2<sup>nd</sup> by Trustee Galvin to approve the following transfers, subject to audit. All ayes carried.

Transfer of Appropriations  
March 5, 2025

**GENERAL FUND**

|               |            |             |          |
|---------------|------------|-------------|----------|
| From: A1990.4 | Contingent | Contractual | 6,000.00 |
|---------------|------------|-------------|----------|

|              |                 |
|--------------|-----------------|
| <b>TOTAL</b> | <b>6,000.00</b> |
|--------------|-----------------|

|             |                |                   |                 |
|-------------|----------------|-------------------|-----------------|
| To: A1490.1 | Administration | Personal Service  | 3,000.00        |
| A3610.4     | Precinct       | Contractual       | 300.00          |
| A5142.1     | Snow Removal   | Personal Services | 2,700.00        |
|             |                | <b>TOTAL</b>      | <b>6,000.00</b> |

**SEWER FUND**

|               |                |             |          |
|---------------|----------------|-------------|----------|
| From: G8110.4 | Administration | Contractual | 5,000.00 |
|---------------|----------------|-------------|----------|

|             |                   |                              |
|-------------|-------------------|------------------------------|
|             | <b>TOTAL</b>      | <b>5,000.00</b>              |
| To: G9060.8 | Employee Benefits | Hospital & Medical Insurance |
|             | <b>TOTAL</b>      | <b>5,000.00</b>              |

Main Report: County Infrastructure Grant came in, and it was \$3,000.00 higher than expected. And with closing out the Main Street Grant, currently \$7,000.00 surplus in the Grant line. Franchise fees keep dropping every month, due to people turning to streaming, so will mostly likely not meet the budget on franchise fees by a couple hundred dollars.

General spending is at 20% with Revenues are at 99%, Sewer Spending is at 27% with Revenues at 69%, Water Spending is at 31% with Revenues at 69%. Upon motion by Mayor Goodfellow, 2<sup>nd</sup> by Trustee Oliver it was unanimous to approve the treasurer’s report. All Ayes carried.

### **DPW:**

Water Report: For the month of February, the water treated and produced were as follow:

3.548 million gallons treated at WWTP

1.949 million gallons produced at the wells

DEC: Had a DEC Land Spread inspection. Went Well, the inspector wants to be there the next time the DPW does the land spreading in the spring. Tully is one of 14 waste water plants in the state that land spreads. Land spreading might not be in the future as an option anymore, due to all the issues that have gone wrong with Steuben County and all the protests against land spreading. The DPW currently spreads class B bio solids, so the next step would be to get the villages bio solids to be classified as a class A so that the DPW would be able to continue land spreading.

Land Application Permit: has expired in January 2025. DPW is currently going through the process of renewing the permit, and until then, they are extending our current permit to cover until the new permit can be issued. It is a 10-year permit.

Daily Operations: The DPW crew installed the PAC pump and its up and running; meter readings are going on now; Man Hole inspections to be done next week.

Trustee Daniel Ray visited the water plant, was a pleasant experience for all.

**MRB:** Continuing to work on the study of the waste water plant. Was hoping to get the study done by May because the first deadline for NYS EFC grant programs is in May (which is earlier than usual). To qualify for the WIIA grant, we have to have SEQR process completed by mid-May. It’s an aggressive process, but doable. Currently, the Village of Tully qualifies as a hardship, and if the WIIA grant is completed before mid-May, the Village might get a 0% loan, but if it’s submitted after mid-May, the Village loses that status and no longer qualifies for the 0% loan and the Village will have to pay 25% of the total project costs. Due to the extense of repairs that the WWTP needs, a 30-year loan is the more logical choice. WIIA isn’t the only loan and grant program, there are others the Village can apply for, but the WIIA program seems the best for the Village. MRB provided a list of items that need to be done to improve/repair the water plant. All total, the estimated repairs total around \$9.5 million dollars. With the proposed Bond payments being more than the annual revenue for the Sewer funds, the Village will need to increase W/S payment by 50%. Will need to start SEQR proceedings at the next meeting, then a 30-day review, and in May a special meeting will need to be done to have a BOND Resolution, and the Village will need a Bond Council. Upon motion by Trustee Galvin, 2<sup>nd</sup> by Trustee Ray, to authorize the Mayor to sign and begin the Bond process. All ayes carried.

### **Codes:**

Circle K: Things are moving forward. The Joint Planning Board is having a special meeting to review the site plans on March 27<sup>th</sup> at 7PM. Their plans are for a high-speed diesel canopy. This means

they wish to add one more diesel pump, move the existing fire hydrant, & move the garbage bins closer to rte. 80. Per the Villages counsel's recommendation, there will be an open hearing for the public on April 2<sup>nd</sup> at 6:45PM. Mr. Vincent is hoping that Circle K will come in on April 2<sup>nd</sup> to do a presentation on what they wish to do.

Site Plan Local Law/Tully Building Supply Canopy: Tully Building Supply wishes to build a small canopy (5' x 6') on the west side of the property. It is just a small entrance canopy for the side entrance door, to help prevent snow falling on employees and customers. The Site Plan regulations indicates that before a building permit is issued, it has to have a Site Plan approval due to it being a commercial establishment. Mr. Vincent is authorized to do inhouse permitting on private dwellings. He spoke to Courtney Hills about the Site Plan Local Law, and they both agree that the Local Law needs to be updated. Ms. Hills did point out that there is a State Law for Villages that the Board can approve under Village Law Section 7-725-a: "Waiver of requirements. The village board of trustees may further empower the authorized board to, when reasonable, waive any requirements for the approval, approval with modifications or disapproval of site plans submitted for approval. Any such waiver, which shall be subject to appropriate conditions set forth in the local law adopted pursuant to this section, may be exercised in the event any such requirements are found not to be requisite in the interest of the public health, safety or general welfare or inappropriate to a particular site plan." Mayor Goodfellow went on to explain in layman terms, that basically the Village Board has the right to say that a site plan is not necessary if the Board agrees that it is not warranted given the request. Mr. Vincent goes on to say that Ms. Hills said the Village should not rely on the State law, and that the Village needs to change our current Local Law on Site Plans. Going back to Tully Building Supply, Mr. Vincent suggested that this state law would be good to use for them. The canopy construction only costs \$6,500, but the site plans cost \$2,500, then there's application fees, developer fees, so Tully Building Supply could be paying as much in fees as they do for the whole project. This section allows Mr. Vincent to issue a permit without going through that process. Mayor Goodfellow worries that it can be a slippery slope, and wishes to discuss changing the Local Law with Ms. Hills and the Board. Mr. Vincent believes that Tully Building Supply should be granted the waiver, due to the fact that the canopy addresses a safety issue of falling snow and ice on potential customers and employees. Accountant Chartrand points out that if the Board plans on changing the local law in 2 months anyway, that it won't make a difference. Upon Motion by Mayor Goodfellow, 2<sup>nd</sup> by Trustee Oliver, to make a one-time exception of the waiver for the requirement of a site plan for the proposed new canopy at Tully Building Supply due to safety concerns for the public from the elements, and the scope of the project is considerably smaller than the intention that the law was originally proposed for. All Ayes carried.

Upon Motion by Mayor Goodfellow, 2<sup>nd</sup> by Trustee Galvin, to have Ms. Hills review section 112-18 of Site Plan Review, to bring it in compliance with current laws. All Ayes carried.

### **Engineer:**

None

### **Counsel:**

None

### **ZBA:**

Trustee Galvin brought to the Board's attention that Clerk Bibik treated ZBA member Chris Hayes with disrespect. ZBA Hayes was requesting to go to a symposium, and wondered if the Village would reimburse the fee. Clerk Bibik thought he was asking if people wanted to go, or were going, and passed it along to another ZBA member. Accountant Chartrand replied that yes, with a receipt, ZBA Hayes would get reimbursed. Upon further discussion, Clerk Bibik admitted fault, and asked Trustee Galvin to convey her apologies.

### **New Business:**

Upon motion by Mayor Goodfellow, 2<sup>nd</sup> by Trustee Oliver, to have Mayor Goodfellow to sign the Public Works Contractor/Supplier Agreement with Curtis Power Solutions for the Well House Project. All Ayes carried.

Clerk Bibik has brought to the Boards attention that her computer will become obsolete in September 2025. Clerk Bibik had suggested a rehabbed computer her husband would put together, and would only require no more than \$300.00 for parts. The big issue is the software that the Village uses for water/sewer billing, would most likely not be supported with an upgraded computer. So, Clerk Bibik also has to consider the upgraded software when it comes to the purchase of a new computer. Trustee Ray suggests that Clerk Bibik buy a new computer since \$1,000.00 is in the budget for office supplies/equipment. Clerk Bibik stated that she did not want to use all the money on a new computer when her printer is also starting to have issues. Trustee Ray suggested using one of the many printers in the Board Room, but it later was discovered that those printers are the Towns. Also, at this time, Clerk Bibik has to have her printer hardwired to her computer in order to print anything from the W/S Billing software. To prevent further discussion on the matter, Clerk Bibik told the Board that she will research brand new computers, find out the price for the upgraded software, and to make a list of items her husband would use on the rehabbed computer too, so the Board can compare and decide on their own.

The Mayors Association is going to WEP facilities to tour the water/sewer plant and to possibly have a dinner afterwards. Mayor Goodfellow asks if the DPW crew and Board members would like to join her on the tour on Wednesday April 16<sup>th</sup>, 2025. Mayor Goodfellow requests a head count a week before the tour, so she can let them know.

### **Public Comment:**

Mr. Speziale was wondering if the Village could borrow/purchase speed trap signs to put on Rte. 281 by McNearney's and one at the east end of the village. The Board will look into it, and how to go about ticketing the individuals who come speeding into the Village.

### **Audit Bills:**

Upon motion by Mayor Goodfellow, 2<sup>nd</sup> by Deputy Mayor Ray, it was unanimous to review and authorize the accountant to pay the bills, subject to audit. All Ayes carried.

Upon Motion by Trustee Oliver, 2<sup>nd</sup> by Deputy Mayor Ray, to approve the bank reconciliation. All Ayes carried.

### **Budget:**

Upon motion by Mayor Goodfellow, 2<sup>nd</sup> by Trustee Galvin, it was unanimous to move the tentative budget to preliminary status. All Ayes carried.

Upon Motion by Mayor Goodfellow, 2<sup>nd</sup> by Deputy Mayor Ray, to have a public hearing on the preliminary budget on April 2<sup>nd</sup>, 2025 at the Municipal Building for 7PM, with the regular board meeting to follow. All Ayes carried.

Upon Motion by Mayor Goodfellow, & 2<sup>nd</sup> by Trustee Vernay, to have a public hearing on Circle K site plan review on Wednesday April 2<sup>nd</sup>, 2025 at 6:45PM at the Municipal Building. All Ayes carried.

The preliminary budget will be posted on the Village website. The preliminary budget includes compensation for the Mayor of \$4,000.00 per annum and for each of the Trustees of \$950.00 per annum. A summary of the preliminary budget is as follows: Taxes to be raised for General Fund \$257,582.00; Water Assessment \$128,487.00, Sewer Assessment \$69,942.00. The amount to be raised through user fees is as follows: Water Fund \$190,865.00; Sewer Fund \$262,735.00.

Upon motion by Trustee Vernay, 2<sup>nd</sup> by Trustee Oliver, it was unanimous to adjourn at 9:27PM.

Respectfully Submitted

Maureen Bibik, Clerk/Treasurer