Village Board of Trustees Meeting

July 13, 2026

The meeting of the Village Board of Trustees was held on the 13th of July 2026 at 5:00 PM, in the Boardroom of the Snow Memorial Building, 4917 North Jefferson Street, Pulaski, NY 13142.

Members Present: Jeffrey Fowler, Mayor; Jan Tighe, Trustee; Devon Fetzer, Trustee; and Patti Kingsley, Trustee.

Absent: Melissa Wadkinson, Deputy Mayor

Village Staff/Officials in Attendance: Jennifer Gibbs, Deputy Clerk; Michael Martin, Police Chief; and John Howland, Code Enforcement Officer.

Guests: Rod Campbell and John Mandigo

Agenda Item #1: Mayor Jeffrey Fowler called the meeting to order at 7:00 PM and the Pledge of Allegiance was recited.

Agenda Item #2: Public Hearing – Possible Submission to Apply for Community Development Block Grant (CDBG)

Jan Tighe made the motion to open the public hearing at 7:01 PM. Patti Kingsley seconded the motion, and it passed with all in favor.

Mayor Jeffrey Fowler stated the goal and objectives of the CDBG program is to develop viable communities by providing housing and a suitable living environment principally people of low and moderate income. The total amount of CDBG funds available is $29.2M, with $25M set aside for public infrastructure projects. To continue providing the life necessity of a safe and reliable supply of potable water, the Village of Pulaski must replace deteriorated watermains and associated service laterals that have exceeded their useful service life. Much of the existing distribution system is over 100 years old and has experienced recurring leaks, watermain breaks, and significant water loss, with leak detection surveys documenting losses of up to 242,000 gallons per day. Recent emergency breaks have resulted in boil water advisories, extended Village wide service interruptions, and costly emergency repairs. Additionally, portions of the system do not provide adequate fire flows and residual pressures to meet recommended standards and public health requirements. Replacing these aging watermains will reduce water loss, improve public health protection, increase fire protection, enhance system reliability, and provide capacity to support future community development while reducing long-term operation and maintenance costs. The proposed project includes the replacement of approximately 21,000 linear feet of deteriorated watermain, replacement of water service laterals to the right-of-way, installation of new hydrants, valves, curb stops, and associated surface restoration. The Village intends to request $2,000,000 in CDBG funding as part of a co-funded infrastructure project. The proposed amount of funds to be used to benefit low-and moderate-income people $2,000,000. The Village is committed to affirmatively further fair housing. No persons will be displaced because of the proposed activities.

There was no public comment

At 7:03 PM Jan Tighe made the motion to close the public hearing with a second from Devon Fetzer.

Agenda Item #3: Public Comment

There was no public comment.

Agenda Item #4: Report from Tug Hill Circuit Rider

Rod Campbell reviewed the Salmon River Council of Governments Monthly Bulletin for July 2026.

Agenda Item #5: Haldane & Comprehensive Planning and Clean Energy Board Minutes

The Haldane minutes were unavailable. Jan Tighe provided the Board with the July 9, 2026, Town of Richland and Village of Pulaski Comprehensive Planning Board/Climate Smart Communities- Clean Energy Board.

Agenda Item #6: June 8th & June 30th Meeting Minutes

Jan Tighe made the motion to approve June 8, 2026, meeting minutes with a second from Devon Fetzer. The motion was approved 4-0.

The motion to approve the June 30, 2026, meeting minutes was made by Jan Tighe. Patti Kingsley seconded the motion, and it passed 3-0 with Devon abstaining.

Agenda Item #7:Approval of Staff Reports

Jan Tighe made the motion to approve the June 2026 Police, Code Enforcement, and DPW staff reports. Devon Fetzer seconded the motion, and it passed unanimously.

Agenda Item #8: Vouchers Review & Approve

The motion to approve the General Fund ($141,865.88), T&A ($1,221.82), and Storm Water Mitigation Project ($35,156.00) vouchers were made by Jan Tighe and seconded by Devon Fetzer. The motion passed 4-0.

Agenda Item #9: Treasure’s Report

The Treasurer’s Report was unavailable.

Agenda Item #10: Old Business

A. The motion to approve the submission of the CDBG to assist with the costs of replacing the Village water mains was made by Patti Kingsley and seconded by Devon Fetzer. The motion carried with all in favor.
B. Jan Tighe made the motion to adopt Resolution No.8 of the Year 2026 and appoint Jeffrey Fowler as the Village's Fair Housing Officer to ensure compliance with all applicable Fair Housing laws and regulations, and to fulfill the Village's obligations to Fair Housing opportunities. Devon Fetzer seconded the motion, and passed with Jeffrey Fowler, Jan Tighe Devon Fetzer and Patti Kingsley voting yes. Melissa Wadkinson was absent. The resolution was approved.
C. Jeffrey Fowler updated the Board on the units/dwellings (45 properties) that have submitted the Village rental registration for inspection. He also proposed waiving the inspection fee if the property owner applied for a building permit to address issues that would need to be addressed in order to comply with the registration law. Devon Fetzer made that motion with a second from Jan Tighe. The motion passed unanimously.
D. Jan Tighe shared an update on the Oswego County 250th Commission. The Board will now meet quarterly and that the Commission would be kicking off a school art/essay project to celebrate the nation's 250th anniversary. The Commission will also be opening a time capsule September 14th, 2026, at the County Legislature building at 10:30 AM.

Agenda Item #11: New Business

A. The motion to adopt the updated Resolution No.10 of Year 2023 the Village of Pulaski Procurement Policy was made by Jan Tighe and seconded by Devon Fetzer. The motion passed 4-0.
B. Jan Tighe made the motion to adopt the policy to address grievance procedures under the American Disabilities Act (ADA) and designate Jeffrey Fowler as ADA Coordinator. Patti Kingsley seconded the motion, and it passed with all in favor.
C. The motion to adopt the Equal Employment Opportunity (EEO) Policy and assign primary responsibility for the development, implementation and maintenance of procedures in accordance with this policy to Jeffrey Fowler was made by Devon Fetzer. Jan Tighe seconded the motion, and it passed with all in favor.
D. The Village Board reviewed the ADA Section 504 Self-Evaluation and Devon Fetzer made the motion to adopt Resolution No.9 of the Year 2026 designating Jeffrey Fowler as Section 505 Coordinator. Patti Kingsley seconded the motion, and it passed with Jeffrey Fowler, Jan Tighe, Patti Kingslet and Devon Fetzer voting yes. Melissa Wadkinson was absent.
E. The Board table any decision on the purchase of new mowing equipment, trailer, and disposition of old equipment while conducting more research on cost and options was completed.

Agenda Item #12: Other

A. The Board will send a thank you note to Roots Roll-off Professionals recognizing the excellent job with trash pickup throughout the Village.
B. The Board opened the capsule celebrating the nation's 250th anniversary. The capsule was packed in 1976 and contained various pictures, stamps, and other memorabilia from that time.
C. Chief Michael Martin discussed with the Board the possible hiring of Village police officers.
D. The Board will hold a special meeting Monday July 20, 2026, at 5:30 PM to vote on a bond resolution supporting the Village water main replacement projects.

Agenda Item #13: Adjournment

Jan Tighe made the motion to adjourn the meeting at 7:57 PM. Devon Fetzer seconded the motion, and it passed with all in favor.

The next regular meeting of the Village Board of Trustees will be held on August 10, 2026, at 7:00PM

Presented & Approved

Jennifer Gibbs
Deputy Clerk