

Organization Town of Champion

Board Sewer Board

Date and Time Wednesday, October 22 2003 at 5:00 PM

Place Village of Black River Municipal Building (old fire station) Leray St Black River

Contact [Chris Vargulick](#) Town Clerk Phone (315) 493-3240 Fax(315) 493-2900

Minutes

Present: K. Amyot, T. Buckley, J. Condino, J. Eddy, D. Gorham, S. Harter, D. Jennings, K. Jordan, R. Mallette, K. Montagelli, P. O'Donnell, F. Phelps, M. Smith, T. Stewart, R. Taylor, C. Tuttle, and C. Vargulick

Excused: G. O'Dell

The NYS Route 3 Corridor Sewer Board met in special session on Wednesday, October 22, 2003 at 5PM at the Village of Black River Municipal Building. In the absence of Chairman O'Dell, P. O'Donnell chaired the meeting.

Motion by R. Taylor, seconded by R. Mallette to approve the minutes for October 8, 2003 as presented. Ayes-5, Nays-0. Motion carried.

P. O'Donnell invited the Town of LeRay to present their administrative proposal. R. Taylor reported that the Town of LeRay has elected not to submit a proposal at this time but recommended that the Board consider a one year contract with the selected administrator.

J. Condino reviewed the DANC administrative proposal and presented a draft 2004 budget. T. Buckley questioned tying administrative fees to the O&M contract fee. (Proposal specifies O&M/Administrative Contract=O&M plus 20%). C. Tuttle reminded the Board that fees are based on project built to date. M. Smith asked for clarification regarding the municipal administration as stated in the draft budget. J. Condino responded that the line item was a reimbursement to the component communities for billing and other administrative responsibilities. An assessment equal to \$6/EDU has been budgeted for the year.

The Board discussed fiduciary responsibilities, approving disbursements and depositories.

The Board questioned the requirements to appropriate funds from a capital reserve. The administrator shall consider budget development relative to capital reserve and operating contingency utilization and make a recommendation to the Board.

Motion by R. Mallette, seconded by T. Buckley to appoint the Development Authority of the North Country (DANC) as administrator of the NYS Route 3 Corridor Sewer project for a term of one (1) year, beginning January 1, 2004 and ending December 31, 2004, contingent on the approval of the component boards. Ayes-5, Nays-0. Motion carried.

K. Amyot reviewed and discussed a letter to Dave Miller, RUD, requesting authorization to expend \$30,000 in contingency funds from Phase I LeRay/Black River project for planning initiatives. Ms. Amyot specified the scope of work including support for the circuit rider position, training sessions, build out analysis, draft land use regulations, a CDBG application, implementation of GIS technology, design recommendations for a proposed conservation model, and a beautification model. The Board authorized the letter and scope of work by consensus.

Motion by D. Gorham, seconded by R. Mallette to adjourn the meeting. The meeting adjourned at 6:31PM.

The next regular meeting of the NYS Route 3 Corridor Sewer Board will be held Wednesday, November 12, 2003 at 5PM at the Town of Champion Municipal Building.