

**Organization Town of Champion**

**Board Sewer Board**

**Date and Time Wednesday, November 12 2003 at 5:00 PM**

**Place Town of Champion Offices Board Room (rear of building) 10 N Broad St, West Carthage NY**

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

**Minutes**

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Present: K. Amyot, E. Berghorn, T. Buckley, J. Condino, K. Dimmick, J. Eddy, T. Falkenburg, D. Gorham, W. Hall, S. Harter, K. Jordan, S. Lillie, L. Longway, R. Mallette, K. Montagelli, G. O'Dell, P. O'Donnell, F. Phelps, J. Scott, M. Smith, T. Stewart, R. Taylor, C. Tuttle, and C. Vargulick

The NYS Route 3 Corridor Sewer Board met in regular session on Wednesday, November 12, 2003 at 5PM at the Town of Champion Municipal Building. Chairman O'Dell called the meeting to order.

Motion by T. Buckley, seconded by R. Mallette to approve the minutes for October 22, 2003 as presented.

**Updates**

**Phase I** - T. Falkenburg reported that two-thirds of the laterals have been installed. Lateral construction is expected to be completed by December 31<sup>st</sup>.

M. Smith requested a monthly list of connections for billing purposes. All driveways and roads have been paved with binder and will be top coated in the spring after a freeze/thaw cycle to allow for any settling. Lawn restorations are 60-70% completed. Grading will continue but seeding will not resume until spring.

**Phase II** - Mainline construction is proceeding.

**Rutland Phases** - T. Falkenburg presented maps illustrating mainline and pump station locations. Construction will be moved to rear yards where possible to reduce costs. One pump station has been eliminated from the pre-design.

**Project Reserves**

K. Jordan reported that K. Smith has made preliminary contact with the State Comptroller's office to determine the Board's options for categorizing reserve funds. Discussions will continue and information will be shared as it becomes available.

**Administration**

The Board reviewed, with DANC representatives, comments received from T/Champion attorney Timothy A. Farley relative to the operations/maintenance & administrative service agreement between DANC and the NYS Rte 3 Sewer Board of Commissioners. The Board specifically discussed reciprocal insurance coverage and requested that the Sewer Board and its component municipalities be listed as additional insured where coverage relates to activities within the sewer corridor. The Board also discussed services included under the flat rate and fees for emergency responses but recommended no changes to those sections of the agreement as it has been presented. C. Tuttle will incorporate the insurance language into the agreement and distribute copies of the final draft to the communities for review and subsequent action.

**Corridor Planning** - K. Amyot discussed the broadening of Board activities to include economic development projects. K. Jordan reported that verbal approval has been received from RUD for the appropriation of planning funds within the current project budgets. Written approval is expected shortly. Form E's will be modified in the affected phases to reflect the planning budget line.

K. Amyot and K. Jordan discussed a meeting with Avalon Associates in regards to preparing a CDBG application. Activities are still very preliminary at this juncture but it has been determined that the collaborative process, utilized successfully to date by the Board, will be a primary focus of any future application. The consultant suggested that the application process may continue for 10-15 years to address identified projects. T. Buckley encouraged the Board to consider projects that have tangible results.

K. Amyot reminded the Board that the Ed McMahon planning and development presentation will be held Wednesday, December 10<sup>th</sup> at 7PM at the Carthage High School. Ms. Amyot is completing her annual report and will submit it to the Board shortly.

**Other Items** - K. Dimmick reported that the resident inspection budget in Phase I has been exhausted and that

the project requires a dedicated inspector for six (6) more weeks at a cost of approximately \$30,000. The increase in the budget line reflects schedule delays and an expanded project scope. Inspection costs are directly related to the construction schedule.

K. Dimmick recommended appropriating \$30,000 from the Phase I contingency while holding \$20,000 in abeyance from the Phase II inspection budget. Motion by T. Buckley, seconded by D. Gorham to transfer \$30,000 from the Phase I contingency to cover the overrun in residential inspection and withhold \$20,000 in the Phase II residential inspection budget line. Ayes-5, Nays-0. Motion carried.

S. Harter asked for a meeting between the T/LeRay, the engineers, and DANC to review the Phase I budget status. Mr. Harter also questioned the status of short term financing from EFC for Phase II.

W. Hall invited the group to join Stearns & Wheler, LLC at the Partridge Berry Inn for the December meeting.

Motion by R. Mallette, seconded by T. Buckley to adjourn the meeting. The meeting adjourned at 5:51PM.

**The next regular meeting of the NYS Route 3 Corridor Sewer Board will be held Tuesday, December 9, 2003 at 5PM at the Partridge Berry Inn, NYS Route 3.**