

Organization Town of Champion

Board Sewer Board

Date and Time Wednesday, September 14 2005 at 5:30 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

Present: *Board members/voting representatives* - T. Buckley, R. Taylor, D. McLallen, and F. Phelps

Others: K. Amyot, E. Berghorn, L. Carpenter, J. Condino, L. Cook, K. Dimmick, T. Falkenburg, S. Harter, K. Jordan, K. Montagelli, N. Parks, K. Smith, M. Smith, C. Stouffer, C. Tuttle, C. Vargulick, and K. Vebber

Excused: L. Longway

The NYS Route 3 Corridor Sewer/Development Board met on Wednesday, September 14, 2005 at the Town of Rutland Municipal Building. T. Buckley called the meeting to order at 4:30PM.

The Board went into executive session at 4:31pm. Members returned to open session at 4:40pm.

The Board reviewed the minutes for August 10, 2005. Motion by D. McLallen, seconded by R. Taylor to approve the minutes as presented. Ayes-4, Nays-0. Motion carried.

C. Tuttle reviewed the monthly operating/maintenance and financial reports noting that revenues and expenses are within budget projections. Ms. Tuttle discussed the full encumbrance of the T/Rutland project management budget. K. Jordan suggested a line item transfer to cover O&M expenses for the remainder of the fiscal year. C. Tuttle noted that the August financial report is affected by the amended revenue posting date. Motion by R. Taylor, seconded by F. Phelps to approve the report as presented. Ayes-4, Nays-0. Motion carried.

C. Tuttle discussed the proposed connection protocol. DANC will draft the protocol for the Board's review and comment. The Board requested that the contractor list be expanded. T. Buckley suggested that the communities identify qualified local contractors and submit the names for consideration.

K. Jordan announced that Denise Gray has been appointed the new financial director for the Development Authority and as such will manage investments for the NYS Route 3 Sewer Board. S. Harter suggested that the Standard Operating Procedure (SOP) reference only the position not the individual to eliminate the need for amendments to that section.

K. Dimmick discussed the opportunity that is available to allow the analysis of collected SCADA data for the purpose of providing current information on available capacity. Mr. Dimmick estimated the software development cost at \$6,500. C. Tuttle commented that the software would allow user defined queries. K. Smith questioned if "off the shelf" software was available. K. Dimmick responded that off the shelf software would require the purchase of a user license for each pump station. In house development would allow multiple users for only the initial development cost. D. McLallen asked where the funding would come from. C. Tuttle reported that the T/Rutland project has \$4,500 unencumbered in the budget for telemetry. Motion by D. McLallen, seconded by R. Taylor to request authorization from RUS to expend the unencumbered telemetry funds for the purpose of developing the proposed technology and to authorize DANC administration to fund the balance of the cost from unexpended funds from previous construction phases. Ayes-4, Nays-0. Motion carried.

J. Condino reported that DANC, in conjunction with the City of Watertown, has put out an RFP for a consultant to conduct a comprehensive capacity analysis of the City water and sewer systems. The analysis will provide accurate information to determine residential and retail development benchmarks and associated costs.

J. Condino reported that modifications to the pump station security systems are in progress including electrical modifications and signage. T. Buckley recommended that the T/Champion storage building on NYS Route 3 be included in the security upgrade.

T. Buckley reported on a meeting with Thomas Kelley and Dave Sternan (EFC) and Dave Miller (USDA-RUS) to discuss financing for Phase I - S Black River. Progress was made at the meeting and funding announcements are expected in November. Motion by R. Taylor, seconded by F. Phelps to authorize Stearns and Wheler, LLC to complete design drawings, including the Dorr Farm development as an alternate, and to submit the designs for agency approval. In addition, to authorize the bidding and construction of Phase I - South Black River pending

agency approval and financing. Ayes-4, Nays-0. Motion carried. T. Buckley emphasized that the total cost of any infrastructure constructed to facilitate the development of the Dorr Farm would be in whole the responsibility of the developer as discussed and agreed to.

K. Smith informed members that efforts continue to improve the scoring to secure 0% financing through EFC. The Board discussed the status of the Village's BAN resolution.

T. Buckley shared information from a letter received from Att. Mark Gebo concerning the design of the sanitary sewer for the Dorr Farm and reimbursable costs. T. Falkenburg will respond to the design issues including maximum sewage flow and owner responsibilities for wet well storage.

Planning

K. Smith distributed comments made to the US Environmental Protection Agency regarding Great Lakes regional collaboration.

K. Amyot informed the Board that the application for a Quality Communities Grant was not funded. Funding was very limited. A second round of funding will be announced shortly. Since smaller projects received the bulk of funding in the first round, Ms. Amyot questioned if the application should be broken down into its component projects for re-submission.

The T/Rutland announced that they have been notified that their CDBG Small Cities application for housing renewal has been funded in the amount of \$400,000. The Town had 34 qualified applications. Awards average between \$15-19,000 therefore approximately 19 applications will be funded during this round. D. McLallen questioned who would handle the project administration. K. Amyot recommended Avalon Associates because of their experience and expertise. The successful administration of the grant will benefit future applications.

Construction Update - LeRay/Pamelia

Homeowner complaints/concerns are being responded to on an individual basis. K. Jordan asked the engineer to prepare a report of unexpended funds.

Rutland-Hamlet of Felts Mills

T. Falkenburg reported Niagara Mohawk has installed the electrical poles and lines and the gas line. Pump station start-up is tentatively scheduled for late September. Lateral tie-ins will proceed immediately pending a successful start-up.

South Black River (SBR) Phase I

T. Falkenburg reported that design will be completed this week and agency submittals will be forwarded the following week.

Other Business

L. Carpenter questioned who is responsible for the maintenance of the pump stations including mowing, landscaping and plowing. C. Tuttle responded that she had informed K. Vebber that DANC is responsible for the work. To date, the Village has been performing the maintenance. Members discussed the condition of the landscaping at many of the pump stations and suggested that shrubbery be replaced with white vinyl fencing. K. Dimmick suggested that any changes be included in the new specifications for construction.

T. Buckley addressed remarks to Mr. Wertheimer regarding the status of Phase I - South Black River.

D. McLallen announced the grand opening of the Black River Bridge on October 8, 2005 at 3:00pm. There will be special community events to celebrate the re-opening.

K. Vebber stated that he is still in discussions to improve the insulation and winter protection of the sewer main under the bridge.

L. Carpenter questioned the impediments to new construction caused by the sewer laterals. The Board agreed, by consensus, that decisions regarding the issuance of zoning/building permits are at the local governments discretion but reiterated its position that signed and executed easements generally state that *.....the Grantor has the right and privilege of using such property, except for the erection of buildings or other structures over said line or lines, provided that the exercise of such right and privilege does not interfere or is not likely to interfere with or prevent the free and unrestricted use and exercise of the permanent easement.....*

Motion by F. Phelps, seconded by D. McLallen to adjourn the meeting. The meeting adjourned at 5:55pm.

The next regular meeting of the NYS Route 3 Corridor Sewer/Development Board will be held Wednesday, October 12, 2005 at the V/Black River Municipal Building.

Christina Vargulick
Christina Vargulick, Secretary
NYS Route 3 Sewer Board