

**REGULAR MEETING, MUNICIPAL BOARD  
TUESDAY, FEBRUARY 17, 2009  
7:00 P.M.**

**Present** Commissioners Walt Blackler, Dave Blackwell, Alan Dolmatch, and Peter Moffa, DMO Bob Lotkowitz\*

**Absent** Commissioners Hubbard and Roney

**Others** Doug Wickman\* C&S Engineers, representing the Town  
**Present** Cliff Abrams 37 State Street

**Minutes**

On the motion of Comm. Blackwell, seconded by Comm. Dolmatch, the minutes of the Regular Meeting of January 19, 2009 were unanimously (4-0 in favor) approved as presented.

**Cryptosporidium-U/V Disinfection**

Comm. Moffa reported that S&W started the process of designing a UV disinfection facility as authorized by the Village Board. In response to Comm. Dolmatch, Comm. Moffa said we have not received a schedule yet. Therefore, DMO Lotkowitz ought to ask S&W to provide an upfront schedule and list of intermediate tasks. Comm. Dolmatch recommended that the schedule be presented to the Village Board for their review; Comm. Moffa said he thinks that is a very good suggestion.

**Town Letter Re: Reservoir Committee**

Comm. Moffa reported that he talked to Town of Skaneateles Supervisor Tierney who invited him to a meeting on February 24 with the Town and the State Health Department. Comm. Moffa commented to the Board that he told Supervisor Tierney that it may not be necessary for the Village to have representation but he would bring it up with the Municipal Board. Comm. Dolmatch said if anyone from the Village attends it should be someone who can speak to Village needs at the reservoir site. Mr. Wickman said it is his understanding that the meeting is to discuss the proposed agreement and goal post the deadline dates. In reply to Comm. Dolmatch asking if we can get a copy of the agreement, Mr. Wickman said it is very generic – nothing specific. \*DMO Lotkowitz arrived and indicated that he will possibly attend the meeting if time allows. Mr. Wickman agreed to confirm the meeting's date and time for DMO Lotkowitz.

\*Mr. Wickman left the meeting.

**Rich Tract Water Service**

Comm. Moffa recalled that there was discussion about the question of ownership at last month's meeting and reflected in the minutes that we want Village Attorney Byrne to research for an easement. The Commissioners said they had not contacted Attorney Byrne to follow-up. Comm. Blackwell reiterated some of the history of the line noting that it goes across private property to get to those it serves. He also said he thinks the residents own the drive as it isn't plowed by the Village. Comm. Dolmatch concluded that the question of ownership remains but he believes it is likely a private line in a private way. He suggested that a meter be installed at the street to measure the total flow to the properties and that property owners be responsible for the cost of all water passing through the meter in some allocated manner. DMO Lotkowitz agreed to follow-up with Attorney Byrne, as well as with Tom Main who would know the results of the water tests that were done.

**Status of AMR (Automatic Meter Reading)**

DMO Lotkowitz reported that as of last week 69 electric meters and 32 water meters have been installed. The Electric Department indicates that they are able to install approximately 100 per week; the Water Dept. can install 30-40 depending on the situation. In response to Comm. Dolmatch, DMO Lotkowitz said the

infrastructure is working, but we can't yet produce a bill. We are getting information into the database that will eventually be exported to the billing software. Comm. Moffa therefore concluded that an additional payment should not yet be made. Comm. Blackwell recognized that the 3-phase meters didn't work; DMO Lotkowitz said they are checking to determine why by first seeing if the programming is correct. Comm. Blackwell noted that the exiting meters from the Village to the Town, schools, Packwood House, etc. are owned by the user, but in his opinion ought to be owned and maintained by the Village. There is no incentive for them to maintain the meters. In answer to Comm. Moffa, Comm. Blackwell said new water meters for AMR would be appropriate, but are not ordered. Comm. Dolmatch questioned if we have the ability to monitor "sector by sector" to know where losses are. DMO Lotkowitz said we know the total pumped, how much the Town and City of Syracuse uses, and can calculate the total water loss. Comm. Blackwell said he thinks the average water loss is 15% and we're at 28%; Comm. Moffa said leaks in older systems and poor metering may be attributable. Comm. Blackwell said he thinks we'd find that the district meters are bleeding us. Although not inexpensive at a cost of about \$50,000 for the ten or so larger service meters, he would recommend purchasing them. He said replace the meters with ones that work with AMR, and we'll get accurate readings. DMO Lotkowitz advised that \$20,000 is in the FYE '10 budget for larger meters. Inasmuch as we'd get a good payback, Comm. Blackwell said he'd push for more money to be included in the budget so that we could purchase all of the new meters at once. The Board concurred that the DMO is to determine the cost of metering the town distribution sources and copy the Municipal Board on the proposal to be submitted to the Village Board.

Comm. Moffa said attention should focus on metering water flows going out to the town, schools, etc. and proposed looking at the four district meters first, adding that with the AMR project underway, it is an opportune time to replace the Town's district meters.

#### **Capacity/Vulnerability/Emergency Response Plan Development, S&W Completed**

DMO Lotkowitz reported that he did read the report and took away from it that when we get UV installed it will improve water flow and increase storage capacity. Since UV reduces chlorine contact time, more tank storage will be available and the pumps can run longer. Comm. Moffa said we may not need any tank storage for contact time. DMO Lotkowitz advised that he received a call from the Department of Health (DOH) looking for Schedule A of the Vulnerability Assessment. Comm. Moffa said this report goes a long way to fulfill those requirements for vulnerability. In response to DMO Lotkowitz asking if S&W had their evaluation ready this week, Comm. Moffa said we haven't heard back but knows that they are working on it. DMO Lotkowitz said S&W was here last week looking at the area where they might locate the UV facility. Comm. Dolmatch stated that 3-4 years ago there was concern about the structural integrity of the chimney that's standing on the property. Charlie Driscoll of Driscoll Masonry suggested three remedies – stabilize it, cut a portion of it down, or demolish it – but no action was taken, so it remains problematic. Albeit he thinks it's a good location, Comm. Dolmatch said we shouldn't lose site of history and suggested that DMO Lotkowitz talk to the Village Board about it.

#### **Transformer Enclosure Issues**

DMO Lotkowitz reported that Jersey barriers were put around three sides of the transformer enclosure behind Doug's Fish Fry after meeting with owner Mark Edwards who was concerned that the barriers would impinge upon parking. The transformer enclosure along the lakeshore, at the end of the ramp from 2 East Genesee Street, appeared as it had been pushed, so barriers were installed there also. The one behind the Village Office doesn't meet code concerning the required distance from a structure and there are a couple of different options. Relative to the transformer enclosure behind Doug's, Comm. Dolmatch asked if the barriers are a permanent solution. DMO Lotkowitz answered no, we are looking at pre-fabricated concrete structures, but immediate concerns have been met. Comm. Dolmatch said he thinks the placement of the transformer is on Village property, but cautioned not to let this go on for years as there are concerns about encroachments of easements in the "court yard" behind Doug's. Comm. Dolmatch said he would go into his files to provide the most recent municipal lot survey (2004) and suggested that DMO Lotkowitz contact Attorney Byrne for the easement agreement provided by the Village to Mark Edwards (Doug's Fish Fry)

establishing the passage from the municipal lot onto the private parcel. (The survey and related documents were give to the DMO on 2/18 by Comm. Dolmatch.)

### **System Diagram Project/GIS/Infrastructure Data Base**

DMO Lotkowitz stated that he is taking an "Intro to GIS" class at Onondaga Community College and will address the sewer system first. Comm. Dolmatch recalled discussing developing the capacity to do infrastructure capital planning a while ago and suggested that while taking the course DMO Lotkowitz think about how we want to use all of the information. When Comm. Dolmatch advised that we had a needs assessment done a few years ago jointly with the Town, DMO Lotkowitz indicated that he'd like a copy. (A copy of the Needs Assessment document was provided to the DMO on 2/18.)

### **Status of Sprint/Nextel**

Trustee Angelillo was not present so no status report was given.

### **Orchard Road Area Sanitary Sewer Study**

DMO Lotkowitz reported that after last month's meeting and discussion he checked with staff about what was done on Orchard Road relative to basement sump pumps; they reported no changes. Comm. Blackwell suggested that DMO Lotkowitz talk to Mayor Green and Village Attorney Byrne to clarify why these were not removed and directed to the street or backyards.

### **Water Rates**

Comm. Moffa recalled discussion at last month's meeting and included this item on the agenda again to acquire a better understanding. Comm. Dolmatch noted that there are two approaches to accurately determining the cost of water supplied to the Town. One is to take all costs it incurs for the water system and pro-rate a portion to the Town based on the water supplied to the Town as a percent of the total. This approximates what is done however some of the included costs are not accurately established, accurately pro-rated or may have been omitted. If all costs were accurately and fully reckoned this could be to the Town's advantage, since some of the costs are exclusively for village services (e.g. billing, village-only line maintenance, etc.). A second would be to accurately apportion all costs of owning and operating the utility including depreciation, maintenance and repair, operations, management and management support, testing, financing, etc. to either Village only or system-wide. Those system-wide costs would then be apportioned based on water consumption. Since accurate assessments for apportioning purposes have not been made, such allocations could end up as arbitrary and inaccurate. Comm. Dolmatch said the two methods have not been reconciled. DMO Lotkowitz advised that he studied the 1986 water rate formula and purchased the American Water Works Association (AWWA) Principles of Water Rates, Fees, and Charges Manual of Water Supply Practices M1 publication. There are three components to charge customers located outside the geographical limits of a government-owned utility: O&M expenses, depreciation, and return on rate base (based on value of assets). DMO Lotkowitz said he updated the allocation of personnel and noted that he works about four hours a week on water, the two Water Department laborers spend 90% of their time to water (32% of their time apportioned to the Town), and 50% of a staff employee is allocated to water. Comm. Dolmatch said he thinks staff is under allocated to water. Comm. Blackwell questioned why the Municipal Board is agonizing about this as it is really a Village Board issue. In addition to providing guidance to DMO Lotkowitz, Comm. Moffa explained that it is on the agenda because Mayor Green wanted input from this Board and that the Municipal Board would advise on the staffing needs as adequate or otherwise for various departments from a technical perspective. Comm. Dolmatch recalled that part of the rationalization of AMR was to reduce staff out in the field. Comm. Blackwell clarified that staff will be reduced through attrition and reiterated that new meters should be purchased as they will substantially increase revenue. Comm. Moffa felt at the time freeing up staff for other needs was also a benefit. Comm. Moffa agreed that follow-up addressing meters would be advantageous. Comm. Blackler noted that when the Town fixed their leaks it financially hurt the Village.

### **Relocation of School Waterline**

DMO Lotkowitz displayed a map and showed where the 8" waterline currently is located. He explained that the school wants to relocate the line around the field in case there is ever a water leak after the new turf goes in. Village Attorney Byrne is working on obtaining easements and we will make site visits and operate the valves. DMO Lotkowitz noted that the school is paying for the line to be relocated. Recognizing that the taxpayers are the ones who will be paying for it one way or another, Comm. Dolmatch asked how much it will cost. DMO Lotkowitz answered about \$300,000. Comm. Dolmatch questioned why the school wouldn't just replace the exiting line (which is a shorter distance than their proposed location) with a new 8" ductile pipe; Comm. Moffa said it is quite an expense for an improbable occurrence.

### **ISO-hydrant rating**

DMO Lotkowitz announced that he is the point person for the project and Water Department Laborers Main and Campbell are working with the Town to address problematic hydrants. Eventually the hydrants will be re-tested to see if flows have improved and, if so, we'll ask for a new ISO-hydrant rating.

### **West Lake Street**

Comm. Moffa explained that he is bringing this topic to the Board as a result of reading an e-mail from the NYS Dept. of Environmental Conservation (DEC) regarding the West Lake Street Project. DMO Lotkowitz added that the DEC stated "it has been determined that the proposed concept fails to meet the minimum requirements of the SPDES General Permit for Stormwater Discharges from Construction Activity". Comm. Dolmatch acknowledged that initially EDR did an image study that showed different curb cuts, tree lines, parking, etc. The intent was to get feed back from West Lake Street residents. However, there were issues relative to the cost estimates of installing underground electric - the Village faced the dilemma of absorbing the costs and sharing the costs with residents, so a meeting with the residents didn't happen. Comm. Blackler commented that there isn't any sense having a meeting until all costs are determined. Comm. Moffa acknowledged that this is really a Village Board issue, but he saw that the State is looking at a Full Stormwater Pollution Prevention Plan (SWPPP). DMO Lotkowitz said the DEC and City of Syracuse are concerned that the curbing will redirect more water flow into the stream and other catch basins in the street. Comm. Moffa said this has blossomed into a major project - the additional study would be about \$50,000. DMO Lotkowitz said EDR proposed between \$30,000 and \$50,000. Comm. Moffa suggested securing another proposal from S&W. In response to Comm. Blackwell asking if this is a Municipal Board issue, Comm. Moffa said he thinks our input is important as this is mushrooming out of control. DMO Lotkowitz said the current plan for this summer is to install 1,400' of curbing, pavement, waterline, storm sewer, etc. In response to Comm. Blackwell, DMO Lotkowitz said the Village Board doesn't want to do electric and no underground conduit for the future is planned at this time; twenty homes will be affected in Phase 1. Comm. Blackwell said he'd recommend putting conduit in now. Comm. Moffa said perhaps we could sit down with the State and minimize the level of effort. He and DMO Lotkowitz agreed to work on this together.

### **Next Meeting**

Comm. Moffa noted that the next meeting is Monday, March 16, 2009.

### **Adjournment**

The meeting adjourned at 9:03 p.m.



Patty Couch  
Deputy Clerk/Treasurer