

**REGULAR MEETING, MUNICIPAL BOARD**  
**MONDAY, OCTOBER 18, 2010**  
**7:00 P.M.**

**Present**

Commissioners: Blackler, Blackwell, Dolmatch, Hall, Moffa, and DMO Lotkowitz.

**Others Present**

Cliff Abrams	37 State Street
Ellen Leahy	Skaneateles Journal Editor *arrived at 7:45
Richard Kaulfuss	EJP Representative-AMR Project

**Minutes**

The meeting minutes from 9/20/10 were not approved due to the member's discussion regarding current procedures for editing and distribution. It was agreed that Clerk Clark is to continue to forward the draft copies of the minutes via email to Comm. Moffa and DMO Lotkowitz for editing prior to distribution to the rest of the board. Comm. Blackwell would like the minutes distributed to all at the same time. Comm. Moffa said it's a necessary step for DMO Lotkowitz to make sure the minutes are clear and what he intended to say. It was agreed by all that the minutes Clerk Clark is transcribing are too detailed and lengthy. DMO Lotkowitz asked that there be no transcriber's notes, or insertions by Clerk Clark. He also stated that his past experience in meetings is that member's are only to comment on or edit statements made by them. He then made a statement in response to Comm. Blackwell's statement in the AMR section of the 9/20/10 minutes. He wants these minutes to reflect that the Village board approved additional spending for the AMR project; therefore, Comm. Blackwell's statement that he is over budget is inaccurate. Comm. Moffa asked that Clerk Clark condense the minutes and continue with the existing practice for distribution. DMO Lotkowitz and Comm. Blackwell began discussing the PPA calculations and supplemental power purchased throughout the year. Comm. Moffa requested that they meet together on their own time to discuss the topic.

**Cryptosporidium-UV / Mechanical Design Proposal Bid Award**

DMO Lotkowitz stated that Stearns & Wheler (S&W) are 90% complete on the specification. He stated that they went on a site visit to Jordan Elbridge. Ken Kaufmann told him the DOH is requiring bulbs to be replaced annually irrespective of the wear and tear on them. DMO Lotkowitz and Comm. Moffa noticed that their control boxes had trouble synchronizing with each other and could be simplified. S&W should review and advise how we can more effectively design our system. Comm. Blackwell agreed. Comm. Moffa noted that Severn Trent designs, manufactures and maintains their whole system inclusive of their control panels. He's not sure if Calgon does, but that is usually where problems arise, the algorithms into the boxes that make everything work. **Comm. Blackler asked if the updates for the program are included in the original purchase. DMO Lotkowitz will find out.** Comm. Dolmatch asked if they gave their comments after the visit. DMO Lotkowitz and the engineers talked during the visit; he said they've worked with Trojan before and are familiar with that design; however, they would have positioned the lamps vertically. Vertical lamps decrease the chance of mercury draining. In an accidental lamp breakage, the mercury would flow downward and we'd be able to get it out. Comm. Blackwell asked if there is a trap, if the bulb breaks at the bottom. Comm. Blackler said he didn't see a trap. **Comm. Blackwell asked for more information on the mercury, is there a possibility of contamination to the water system, he's concerned about this; it's the first he's heard about mercury. DMO Lotkowitz stated** he didn't know; it's the first he's heard about it too, but **he will follow up.** Comm. Moffa asked about the additional piping the Jordan Elbridge unit needed due to its size. DMO Lotkowitz said that the cost has come way down for the additional piping; it's down to \$18,000 now. Comm. Moffa inquired if the proposal was written as a performance spec. S&W needs to be reminded that is what we want. Comm. Hall stated we should wait and see how they've written it. DMO Lotkowitz said he's sure they are preparing it as a performance spec. DMO Lotkowitz showed updated spreadsheets with cost calculations on all three systems. They showed the requested information that the 9/20/10 spreadsheet did not. He also calculated the bulk power cost for each company. He used a projected power budget that was supplied to him by the consultants that do our power work for NYMPA. In summary, the power costs are the same. Comm. Moffa asked what other comparisons are important in the different technologies. DMO Lotkowitz stated cleaning of the quartz crystals is done automatically in all three units, but the main cost, depending on the size of the facility is bulb replacement; the cost of the bulb and the labor to do it. Comm. Moffa asked for a recap on the three company's final costs.

Trojan's is \$178,000, Calgon's is \$162,000, & Severn Trent's is \$120,000. Comm. Dolmatch assumed all the dates were "off" on the spreadsheets (8/24/10). DMO Lotkowitz stated that he didn't change any dates, just the numbers in the columns. Comm. Moffa asked if we are still going to have a lot of on and off operation of the UV lamps seeing how we are getting the new Variable Speed Pumps. Severn Trent has no limit to the on and off cycles per day and would still be under warranty. He sees on the chart that the Trojan and Calgon's starts and stops per day are limited to four and three respectively. More than that, the warranty is voided he cautioned. DMO Lotkowitz said only if we are running continuously, more than 5,000 hours. If they are alternating, we get 6-8 starts per day, which is more like how we will operate. **Comm. Moffa asked for more clarification on the bulb life warranty, it's a very important factor and wants another look taken. DMO will look at the contract again and make a determination.** Comm. Blackler asked if the variable speed pumps will run all day, or not have to. DMO Lotkowitz stated that S&W initially studied that fact, but is currently studying the curve and have determined that the height of the tank is significant in the curve's shape. DMO Lotkowitz was unable to connect that day with anyone in Texas or California to obtain comparison information on their systems' performance.

#### **Corrective Actions for Electric Substation Deficiencies**

DMO Lotkowitz referred to the copy of HMT's recent proposal for visual, mechanical and electrical testing of our reclosers. He had emailed a copy of the proposal to the members that day, along with copies of emails between him and Tom Turo at CHA (Clough Harbour & Assoc.). They've determined there hasn't been this type of inspection done since 2002. DMO Lotkowitz verified that HMT was visually inspecting and changing the batteries in the past. He referred to a copy of ANSI's guidelines for equipment testing and maintenance frequency. Comm. Blackwell repeated the question he asked last month of how often CHA recommends that a company, such as HMT, come in and perform the thorough recloser investigation that HMT is proposing to do now for \$8500, what is the frequency. DMO Lotkowitz said according to the American National Standards Institute's (ANSI) guidelines, every three years. Comm. Blackwell asked if CHA agrees with that frequency, as the ANSI specs show a wide spectrum depending on if you have poor, medium or really good equipment. DMO Lotkowitz stated that he didn't ask CHA specifically, but they are willing to work with us on developing the right set of curves on the reclosers. After he gets HMT's report on our equipment's condition, the frequency for inspection can be determined. **He will ask CHA what their opinion on frequency is per Comm. Blackwell's request.**

#### **Stimulus Bill-Status of Applications**

DMO Lotkowitz reported that Albany has called and things are getting close. No other report on this topic at this time.

#### **Status of Village Proposal to PSC (increase electric rates)**

DMO Lotkowitz stated he did not talk to Trustee Angelillo regarding this topic but he explained again that this was initiated last December by Sally, then Village Clerk. CHA and Curt Wilson were going to provide input for the Village to be the lead in getting a rate increase. He knows nothing more about the subject. To the best of his knowledge, nothing has been done on it since Sally retired. Clerk Clark said it had been on the Agenda since she started taking these meeting minutes. Comm. Moffa explained that we would remove it from the agenda unless the Village Board requests that it be brought up again.

#### **Status of NYPA Solar Power System Host Site**

DMO Lotkowitz passed out his 20-year Net present Value (cost) analysis for the DPW Solar project. He explained that he factored in initial capital costs that he received six month's ago from a proposal: \$61,175 (\$5.20/watt); the savings of \$280 bulk power per year, the maintenance-(1/2 day per year)-\$2,649, and the grant of \$40,000. He came up with a cost of \$17,927 to the Village for the DPW solar project. In summary, we need to come up with a system bid for the DPW building with a cost equal to or less than \$4.38 per watt in order to keep the Village cost at zero. He stated that he's not sure this is possible; however, he sees costs are coming down. Comm. Blackwell agreed and was glad the cost analysis was done.

DMO Lotkowitz said now we have something to compare the proposals with when they come in. Comm. Moffa stated that Warner energy may be able to offer us wholesale prices because we are a municipality. Comm. Blackler feels that a project like this should bear return on the grant as well. Comm. Blackwell agreed that it should be financially attractive in order for us to take it on. He asked if the age of the DPW roof is known. DMO Lotkowitz said that it looks like it's in pretty good shape, but the age is unknown to him. Comm. Blackwell noted that this is a 20-yr project and the roof needs to be in excellent shape prior to the installation of the solar system or the benefits are lost if the roof needs replacing within that period of time. He continued that the shape of these building's roofs is integral to this project. Comm. Moffa reminded everyone that the companies come in and do a structural analysis prior. Comm. Blackwell stated that he didn't read that in the copy of the proposal he was given. Comm. Dolmatch stated that the roof's condition is different from the structure itself. A roof patch needs to be taken by a material's guy, not a structural guy. He asked if DMO Lotkowitz knew if the shingles are 20 yr. or 30 yr. DMO Lotkowitz doesn't know, and understands ramifications need to be considered, if the roof needs to be replaced sometime within that 20-yr period. Comm. Moffa said there's no reason why these types of analyses can't be incorporated into the company's costs. Comm. Blackwell stated that if new roofs are put on in order to enhance this solar project, the lives of the roofs we have today have been shortened. He pointed out that the budget proposal that DMO Lotkowitz was given by the O'Connell Company shows a cost of power of fifteen cents. He questioned their intent with information on the sheet like that. Comm. Moffa said that this type of analysis can come after the RFP's have been sent and proposals received. Comm. Hall asked what is needed still before DMO Lotkowitz can send the RFP's out. DMO Lotkowitz can send them out now; he has this model complete. **He will determine and factor in the remaining roof—life costs into his model also.** Comm. Moffa said that we could ask in the RFP if they could quote a stand-alone system rather than a roof-top type, if the roofs are an issue. Comm. Moffa reminded that the financial side of things will be determined by the Village Board after the proposals are analyzed. Comm. Blackwell recommended that we do not give the output we require in the RFP. Let them tell us what their output will be, don't specify what we require, maybe they would come back with 15,000. DMO Lotkowitz said that the 12,000 is probably the average, but that he has a good point.

#### **Insulation Program IEEP/NYPA**

When DMO Lotkowitz was at the last MEUA meeting, he asked for an updated contract which reduced the number of installations from 50 to somewhere between 10 and 20. The contract is being rewritten; he hasn't received it yet. Comm. Moffa confirmed with DMO Lotkowitz that it involves grant monies.

#### **CNY Climate Change Innovation Program**

DMO Lotkowitz announced that there is another grant besides the Climate Change Innovation grant that he's been working on. It's called the Green Innovation Grant Program put out by the Environmental Facilities Corp. for up to \$750,000. He needs to apply for it by December 3, 2010. He asked Comm. Moffa for some guidance on it, it involves storm water issues relative to West Lake Street. Comm. Moffa explained that the Central New York Regional Planning and Development Center does an awful lot with grants and he may be able to get assistance there, but would be happy to assist.

#### **AMR**

DMO Lotkowitz referred to his handout updating the group since the last meeting. He received a diagnostic report from Sensus on the 22 returned-failed meters. It showed there were internal shorts in all but 3 of the 22 meters returned. Credit was received for all prior to the updating of his handout. Comm. Hall asked if there have been any failures on any installed meters since these were returned in April. DMO Lotkowitz has not seen any failures in the last four to six months. He met with Sensus regarding a lot of issues: the electric meters/LCD issue, the reprogramming of the 10-15 Elster (demand) meters; a tech will be coming to reprogram them for us, the flex access to the network is not working; it's open and needs to be updated; we'll need some training once the flex interface is working; there was a transceiver that didn't work initially; and a couple of other reports, as well. We are working on BP and access into the site; other issues are backed up with the system. We need to determine if we are going to reset the demand meters or leave them as is. He stated a lot was accomplished with Sensus this past month. Comm. Blackwell asked what the percentage of installed water meters is.

DMO Lotkowitz said that he has 35% installed to date. Comm. Hall noted no difference in last meeting's handout to this one regarding water meter installation. They both state 35% installed. DMO Lotkowitz stated that he hasn't updated the number for October since September's meeting. An additional 33 meters have been installed since the September 20<sup>th</sup> meeting. His next handout will include October's numbers. Comm. Blackwell asked what the holdup is in scheduling the appointments to get into the resident's homes. DMO Lotkowitz said that people just aren't calling in to make their appointments. He had Account Clerk Shappell insert notices in all of book #7's September bills and he hasn't received the response he expected. He put together an on-line calendar, he hoped he'd be filling regularly, but people just haven't been calling. Comm. Blackwell asked what his plan is for getting the remainder of the meters installed by the target date. DMO Lotkowitz is shooting for May 31, 2011 as a final water meter install date. He will have more notices sent with the October bills. Discussion continued on if the project was originally expected to take two or three years. Attendee Cliff Abrams reminded that we initially planned on not having to replace some of the water meters. Comm. Moffa agreed. DMO Lotkowitz said that he has been training DPW employees and electric employees; so that when three books worth of notices go out, he will be ready to schedule two appointments per hour. Alan Dolmatch stated that without an incentive, like a charge on their bill, people will still be reluctant to call in. Comm. Hall mentioned enlisting some high school students to make calls if the inserts aren't working as planned.

Richard Kaulfuss from EJP (EJ Prescott) stated that there has been some failure in communication between DMO Lotkowitz, the office staff and himself, on what the existing problems are and the possible solutions, but he is here to answer questions that DMO Lotkowitz may not know the answers to, and find out, at the same time, what the hold up is for his company, to get paid. EJ's position is that the system is up and running. He's here to identify what can be done to make things right. Comm. Moffa explained that the Municipal Board is not the board to recommend payments to EJP. DMO Lotkowitz said that Attorney Byrne will be sitting down with the Town and both boards to look at the contracts after he returns from vacation. The Town holds the contract for this project, the infrastructure; it will be determined then what is left to do. Comm. Blackwell asked Richard if the credit had been issued to the village for the 22 failed meters. Richard replied that it had in the form of a bill and a credit. Clerk Clark stated she had received both, and it was a "wash", as the Town had originally been billed for the meters in question, not the Village. We were both billed and credited. Richard explained that the delay was mainly due to the fact that it's hard for his company to issue a credit when such a large amount of money remains due to EJP. Comm. Blackwell asked if Richard is aware of a group of meters that are in excess of what we need. Richard replied that he has no way of determining that, but he is aware of a specific type of meter that we have more of and not enough of another type. Comm. Blackwell asked if he could exchange them. Richard didn't feel that they could, because they are a special order meter and normally they can't be returned, EJP supplied us with meters that we ordered. Comm. Blackwell asked DMO Lotkowitz why we have that situation. **DMO Lotkowitz** acknowledged that they delivered what he ordered, but he is trying to return them and **is going to send a letter to EJP to request that.** **Comm. Blackwell asked him to report on that topic at the next meeting.** Comm. Hall asked what issues remain with the demand meters. Richard replied the multiplier needs to be determined in each demand meter's case, they are not uniform, and something's not feeding into the system with these meters. He's working with Foreman Abbott and DMO Lotkowitz on these unanticipated 6-8 multiplier issues. Meters have been ordered inconsistently over the past years, some meters were ordered by Sensus from another company. Comm. Hall asked if this has anything to do with not getting meters installed. Richard stated that he did not think so. DMO Lotkowitz proceeded to explain the multiplier issue, Account Clerk Shappell discovered, with the AMR readings versus entering them into the system by hand. Comm. Moffa thanked Richard for coming to answer our questions. Richard felt the meeting was beneficial also. He stated that if there are still concerns that the boards have, he is available to assist in any way he can.

## NEW BUSINESS

### Stearns & Wheler amendment to UV contract

Stearns & Wheler sent a proposal to add a back-up chlorination system that wasn't in the UV proposal, originally. The system would activate if both our units completely failed and the City of Syracuse stopped chlorination in their water system.

The City of Syracuse is installing a UV system like us; they have the same requirements as we do, as well as time frame. Comm. Hall asked if we could add this on later, after we've all had some operating experience. DMO Lotkowitz stated we could. Comm. Moffa explained that we have to make sure that we are in a position to accommodate the city if they decide to stop chlorinating. We have to chlorinate whether they do it or we do it. Comm. Dolmatch asked about fluoridation also. It is decided that we will wait to determine what the city's plans are in respect to chlorination and see how it fits in with our plans. A lot of this will be determined by the State's requirements. It would be cheaper to install this type of system now up front, when all can be synchronized to "kick in" if need be. **It is agreed by all to communicate with the City of Syracuse and be abreast of their plans.** Comm. Dolmatch also would like the board to look at the possibility to us having to filter our water down the road. DMO Lotkowitz stated that filtration has to take place before the water enters the UV system. Comm. Moffa began conversation on filtration, to which everyone agreed to save for another meeting.

#### Letter from the Town Supervisor-Terri Roney

DMO Lotkowitz stated that the Town has to determine by the end of the year, what they are going to do with their reservoirs at the tower site. There was a brainstorming meeting to assist them on what they should do. There is one district that serves Jordan Rd. and is fed off this reservoir. The idea is to have all the districts fed off of our tower. **Comm. Blackwell would like to see calculations on the effect of their district's water in our tower and the power necessary to accommodate the change.**

(Insert copy of Letter)

#### Next Meeting

It was decided that the next meeting will be on November 29, 2010. There will be two members away on November 15, 2010. It is also decided that there will be no December meeting.

#### Adjournment

Comm. Dolmatch made a motion to adjourn the meeting, which was seconded by Comm. Hall. The meeting was adjourned at 9:00 p.m.



Audrey C. Clark  
Deputy Clerk/Treasurer