

**REGULAR MEETING, MUNICIPAL BOARD**  
**MONDAY, APRIL 20, 2009**  
**7:00 P.M.**

**PRESENT** Commissioners Blackler, Blackwell, Dolmatch, \*Hubbard, Moffa, and Roney, Director of Municipal Operations (DMO) Lotkowitz

**OTHERS** Cliff Abrams of 37 State Street, \*John Camp of C&S Engineering representing the Town of Skaneateles

**MINUTES**

Comm. Hubbard noted a **CORRECTION** to the Municipal Board Minutes of March 16, 2009. Relative to the topic "Town Letter Re: Reservoir Committee", the last sentence of the third paragraph on page 2 should read that Comm. Hubbard thinks that if the Town of Skaneateles had a utility board (such as the Village's Municipal Board) as opposed to a committee, they wouldn't be struggling. On the motion of Comm. Dolmatch, seconded by Comm. Roney, it was resolved and unanimously carried (6-0 in favor) to approve the minutes of the March 16, 2009 meeting as amended.

**CRYPTOSPORIDIUM-U/V SYSTEM**

Comm. Moffa stated that we are expecting a cost breakdown of the different types of UV disinfection technologies. DMO Lotkowitz confirmed that we received two copies of an Agreement from S&W, but not the cost breakdown. In response to Comm. Dolmatch, DMO Lotkowitz said S&W indicated 3% for inflation and 4% for loan cost for the Net Present Value Analysis. As requested by Comm. Moffa, DMO Lotkowitz will copy the Board on the cost breakdown when he receives it. Comm. Moffa said Comm. Blackwell caught some wording in the report relative to a re-growth concern. Subsequently, Brown and Caldwell verified that dosages too low will cause re-growth. Concerning a net present value analysis, Comm. Roney asked what the point of having it done is. DMO Lotkowitz said there are some concerns and Comm. Moffa added that all too often operational costs are over looked. Comm. Dolmatch noted that life cycle cost should be reflected in the report. Regarding medium dose, Comm. Moffa said that newer technologies may have addressed the use of bigger bulbs and less hydraulic sensitivity – these are the kind of things we want S&W to embellish upon. DMO Lotkowitz noted that the S&W estimate is for a full service contract (electrical, structural, etc.). Comm. Moffa said the cost breakdown is imperative.

**TOWN LETTER RE: RESERVOIR COMMITTEE**

John Camp of C&S Engineering said they received the water rate calculation from DMO Lotkowitz and Engineer Doug Wickman is reviewing it now to subsequently share with the Town of Skaneateles. There are some concerns with the contract language such as capacity (due to an error in the S&W engineering report that included multiplying factors) and those were addressed in a letter from Trustee Angelillo. (The Municipal Board should be informed by DMO Lotkowitz about the error and letter from Trustee Angelillo.) DMO Lotkowitz explained that, including the Town, the average water consumption is 640,000 gallons per day measured by a meter at the plant -that is a gross number. In response to Comm. Blackwell, DMO Lotkowitz said we own the meter and we don't pay the City of Syracuse for water. Comm. Moffa said the hope is that the City will continue to chlorinate. With the peak flow measured at 1,100,000 gallons per day, capacity for UV is more than adequate; S&W is recommending two 2mgd units. In response to Comm. Moffa, Mr. Camp said he anticipates that another meeting will be scheduled soon after C&S prepares a letter and submits it to the Town. Comm. Blackwell asked how many meters we have going to the Town. DMO Lotkowitz said he thinks there are five and the contract requests that the Town replace the meters to have them AMR compatible by June, 2010. The Town would continue to own and maintain the meters, but the Village could calibrate them anytime. Comm. Blackler recalled that Comm. Blackwell previously brought up the Village owning the meters and he concurs with that.

**Comm. Moffa asked that it be stated in the minutes that it was reported that negotiations have reached the point where the Town would own the meters and the Municipal Board questions why.** He further stated that it is the general consensus of the Municipal Board as stated in the February Municipal Board minutes that the Village should own and monitor water usage and charge for it; it makes sense for the Village to have control of the meters. Comm. Dolmatch asked if line losses are significant. Comm. Blackwell said

there should be no shared losses – the Town should pay for any water exiting the Village. DMO Lotkowitz noted that we don't get any revenue for losses – in 2008 unaccounted water was approximately 57 million gallons. **Comm. Moffa reiterated that the Municipal Board feels strongly that the Village should own the town meters. Because of the degree of accuracy of the measurement of water flow, we recommend that the Village own and operate the meters.** Comm. Dolmatch noted that cost allocation does matter. DMO Lotkowitz said we expect that the new AMR meters will be accurate and we will be able to sum them up. The district meters will also be new and we can sum those up as well - accuracy should gain us more revenue. DMO Lotkowitz cautioned that there will still be some line losses, but the program will alert us to water breaks. Comm. Blackler concluded that we'll get a good idea on losses; Comm. Moffa recognized that our knowledge will be better. For all users concerned, both Town and Village.

Comm. Blackwell asked about meters for the “big boys” – the P&C, Sherwood Inn, Mirbeau, Stella Maris, the school, Packwood House, etc. DMO Lotkowitz said we'll start installing the big (larger than 1”) meters June 1 when the new budget is in place. Comm. Blackwell asked why we are waiting for the budget when they are part of the project. DMO Lotkowitz said the big meters were not included in the project and will cost between \$30,000 and \$50,000. Comm. Moffa asked that DMO Lotkowitz clarify what constitutes a big meter and quantify what's needed for review at next month's meeting. Comm. Moffa questioned how such a major item was missed by the Sensus people in conjunction with Village staff.

Mr. Camp reported that Engineer Wickman, the Village, and the DOH discussed the requirements of the upcoming deadline regarding the reservoir. Comm. Hubbard surmised that the Town may be waiting for the results of the water rate negotiations before submitting the plan. DMO Lotkowitz noted that Village Attorney Byrne wrote the DOH and they indicated that the Town submitted something. Comm. Hubbard postulated that they committed to having a plan to have a plan.

\* Mr. Camp left the meeting at 7:50 p.m.

### AMR STATUS

DMO Lotkowitz reported that he has been working with Dick Kaulfuss of EJP on the following:

1. Setting up a link for web access for AMR
2. Working with Williamson Law Book who promised they'd have something by the end of this week for the interface.

Comm. Blackwell said Sensus is responsible for “marrying” the billing system and that should happen before ordering too many more meters. DMO Lotkowitz showed the Board a printout pinpointing the locations of the meters that have been installed to date, responding to Comm. Blackwell that most of the critical areas are done. Comm. Moffa asked if interface means data input into our system or does it have to input to software. Comm. Blackwell answered, into the software. In response to Comm. Blackler, DMO Lotkowitz said the Town is also installing meters and if we are reading the meters in the Talcott Tract off East Lake Road, we'll put an endpoint on or install new meters. DMO Lotkowitz said we are checking to make sure that the meters have the proper multiplier and are changing to 1 gallon increments instead of 100 gallons.

### CAPACITY/VULNERABILITY/EMERGENCY RESPONSE PLAN

DMO Lotkowitz said he didn't have anything new to report.

### TRANSFORMER ENCLOSURE ISSUES

DMO Lotkowitz reported that he is currently working with Village Attorney Byrne getting easements and then we will be replacing transformers down in back of the Genesee Street buildings along the lakeshore; barriers have been placed. DMO Lotkowitz confirmed for Comm. Hubbard that we'll install pad mount transformers instead of pole mounted and we may just put gated fences around some of the translosures. We are figuring out what to do. DMO Lotkowitz said he is working with CHA on a couple of things as well as their billing. He noted that CHA billed \$40,000 last year.

### SYSTEM DIAGRAM PROJECT

Comm. Blackler said the GIS program will commence with the sewer system. DMO Lotkowitz said he's not quite there yet on the plan and has been checking out some of the different programs such as Arc Map,

Arc Info, etc. The difficulty is going to be getting all the data into the system – there are various devices. In response to Comm. Dolmatch asking when a decision will be made on the program, **DMO Lotkowitz** said he is trying out the free/low cost programs with the sewer for the DEC for now; he'll **have a project plan by the next Municipal Board meeting.**

DMO Lotkowitz said he put together a data base to report on projects. He distributed copies of the Open Projects – Skaneateles Municipal Operations report that indicates Project Name, Department, Project Contact, Priority, Status, Begin Date and End Date. Comm. Moffa suggested including if a consultant is involved (perhaps under Project Contact), budget cost, and a catch-all comment column. Comm. Blackwell asked DMO Lotkowitz to omit projects outside of the Municipal Board's purview.

#### **STATUS OF SPRINT/NEXTEL**

Inasmuch as Trustee Angelillo is not present to report on the status, Comm. Moffa asked if anyone knows if anything is going on. DMO Lotkowitz said he isn't sure of the status of Sprint/Nextel but knows that T-Mobile came in and re-did their antenna(s). The Board concurred that this item can be removed from the agenda.

#### **ORCHARD ROAD SANITARY SEWER STUDY**

DMO Lotkowitz reported that Orchard Rd. will be paved in June after Memorial Day. It was again confirmed that basement sump pumps were not hooked up and left as is. Comm. Moffa said perhaps the problem may not have been big enough to warrant the Village Board getting into private lines. In general this has been one of the major I&I problems throughout the Country.

#### **MUNICIPAL BOARD RESOLUTION #2009-1**

On the motion of Commissioner Blackwell, seconded by Commissioner Dolmatch, it was resolved and unanimously carried (6-0 in favor) to recommend to the Village Board that they require all sump lines be eliminated from going into the Sanitary Sewer.

In discussing the resolution, meeting attendee Cliff Abrams recalled that a list was made about 20 years ago, but the "project" died after only some sump lines were put into the storm. Comm. Moffa said it likely will be recommended through CMOM (Capacity, Management, Operation, Maintenance) anyway – a DEC requirement that will have to be addressed. Comm. Moffa asked Deputy Clerk/Treasurer Couch to put the resolution on a separate page and he will make a special note to Mayor Green.

#### **ISO-HYDRANT RATING**

DMO Lotkowitz reported that hydrant flushing was done last week or so. From the list of hydrants tested in 1995, some of the flows improved, but some didn't and there are three that don't meet flow requirements in commercial flow areas. Since he doesn't have the sheet he made recording the flows, DMO Lotkowitz said he'll email it to the Board first thing in the morning. He added that it is not a "slam dunk" improvement and he has not yet done an analysis to determine why some improved while some did not. Comm. Moffa said perhaps S&W has a distribution model that they can plug the data into. DMO Lotkowitz recalled Engineer Wickman saying that C&S has a distribution model if S&W does not. Comm. Moffa said it should be the village's property if C&S has a distribution model unless they did it for the town; we need a handle on the entire system. Comm. Hubbard asked why we don't have readings on all hydrants. DMO Lotkowitz said this was pre-testing before calling ISO in. Comm. Moffa suggested that on the order of 25% may need to be plugged into the system model to calibrate a model; all may not have to be done. Certain hydrant measurements are taken and key points in the village are picked. Comm. Moffa concluded that we need to find out whose model is at C&S and check with S&W.

#### **STIMULUS BILL**

Comm. Dolmatch said he only recognized that some money is available and that there is a short window to apply for it. He recognized the underground electric from the substation to Jordan and Fennell Streets as a possible project, but doesn't know if anyone in the Village has pursued that. DMO Lotkowitz said he knows NYS DEC Environmental Engineer Sandra Lislovs contacted Mayor Green for shovel-ready projects.

\*Comm. Hubbard left the meeting.

Comm. Dolmatch suggested checking with Village Clerk/Treasurer Sheehan about stimulus money. Relative to stimulus money for UV, DMO Lotkowitz said he knows that you have to be on the list. The Village is still on the list for the CT project so we are attempting to update that; application has been submitted for the next cycle for UV. Applications for road work have to be submitted by this coming Friday. Comm. Blackwell suggested putting West Lake Street work in and AMR as it is more than shovel ready. DMO Lotkowitz said part of the problem is that there are so many leads out there you don't know what to apply for. Comm. Roney questioned if some of the organizations we are associated with could help. DMO Lotkowitz said we can add to the project list and some of CHA's work is probably good enough to get costs. Comm. Moffa said you need a lead person for each application (i.e. Sandy Lislovs for WWTP projects) and concurred with Comm. Dolmatch that you have to have reliable estimates. (Clerk/Treasurer Sheehan advised the next day that Assemblyman Maffei's office email about Federal transportation funds (application due 4/24/09), only applies to "public transit" projects.)

#### **STATUS OF WEST LAKE STREET PROJECT**

DMO Lotkowitz reported that infiltration testing was completed and some deep-hole testing. Extreme wetness was found in certain areas so it's back to the drawing board. A couple of areas don't drain well because of clay – ponds, small swales with drainage, etc. are being considered. Road design is also being worked on and we have an estimate on the road work. In response to Comm. Blackler, DMO Lotkowitz confirmed that we can only work in the right-of-way.

#### **POWER OUTAGE**

Although not on the agenda, DMO Lotkowitz was asked to talk about the power outage that occurred Friday, April 17. He explained that a tree, at 123 East Genesee Street fell across East Genesee Street and affected five poles to the east – one is cracked and will be replaced. The power outage happened about 2:45 p.m. and power returned around 8:00 p.m. DMO Lotkowitz said that because we still have our old bucket truck we used it and the new one and that resulted in quicker repair/cleanup. With a power outage of that duration, the pumps at Gayle Rd., Lakeview Circle, etc. have to be manually pumped every so often. Our laborers know exactly what needs to be done and pay close attention to those duties. DMO Lotkowitz said he was very impressed with the excellent work of the Village employees.

#### **ON-CALL**

In response to Comm. Roney, DMO Lotkowitz talked about on-call in the Electric Department explaining that the three electric employees are the only ones who are on-call and get paid for 21 hours every third week whether they are called out or not. DPW employees are on a call-out log being paid overtime only if they are called out.

#### **NEXT MEETING**

The Board was reminded that the next meeting is scheduled for Monday, May 18, 2009.

#### **ADJOURNMENT**

The meeting adjourned at 9:12 p.m.

  
Patty Couch  
Deputy Clerk/Treasurer

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