

Municipal Board Meeting of February 4, Skaneateles Village Hall, 6 pm

Attendees: Members: MaryEllen McQuaid, Marc Angelillo, Water Blackler, Tom Elliott
Liaison: Carol Stokes-Cawley

Skaneateles WWTP Operator: Adam Twitchell, Skaneateles Electric Superintendent:
Peter Reap.

Excused Absent: Members: Tom Rhoads, Gregg Palmer

Chair McQuaid started the meeting by giving an overview of the Municipal Board duties and responsibilities. She gave copies of the MB charter to Department Heads Twitchell and Reap.

McQuaid described how the staff and MB can assist each other and invited Reap and Twitchell to attend MB meetings in the future.

She then gave both staff and members the opportunity to introduce themselves. Highlights included:

Twitchell: Adam has been with the Village of Skaneateles since August 2019. Most recently he was a WWTP Operator in Seneca Falls, which is a 4A plant.

Reap: Peter has been with the Village of Skaneateles as the Electric Superintendent since early January 2020. Peter was with National Grid (Niagara's Mohawk) 40 years. More recently he was a field construction Coordinator for TRC and the also helped the Village of Solvay.

McQuaid: MaryEllen is Chair of the MB and on the board since 2015 . She works for National Grid in the metering department and before that she was with IT. Her job now focuses on having customers make better decisions on their electric usage.

Blackler: Walter owns and operates a 200-acre apple farm. He served on the village board for a number of years in the 70s and 80s and is a long-term member of the municipal board.

Angellilo: Marc was a Village Trustee for 10 years and a Municipal Board member more recently. Marc works was a salesman in the industrial water Treatment industry.

Elliott: Tom works for National Grid currently in the construction budget department. He has been with National grid for 7 years and was with TRC prior to that.

Liaison Stokes-Cawley explained that the Village Clerk recently sent an e-mail to Department Heads asking that they submit their FY 2021 budget requests by the end of February. Chair McQuaid mentioned that the MB would like to support the Department Heads budget requests in any way they can and also handed out the transition/priority

lists from the DMO's list from May 2019. Last years budgets were given to Adam (sewer) and Peter (light department).

Sewer Department

Adam feels the plant is running well and at this point he does not see any big-ticket items. His thoughts for what is needed include:

1. The new SPDES permit requires the Village to "submit an approvable engineering report, prepared by a PE licensed to practice engineering in NYS, detailing the alternatives analysis/options to comply with the final effluent limitations for Ammonia and Total Residual Chlorine". By May 1, 2020. Adam does not feel meeting the chlorine limit will be a problem, but the ammonia limit will be more difficult. Chair McQuaid asked what other treatment plants were doing and Adam explained that every treatment plant discharges to a different body of water. Skaneateles WWTP discharges to a trout stream which has more stringent requirements than if a plant discharges to say a large river. To help meet this new DEC SPDES requirement we are looking a two options. Carol has reached out to GHD to see if they have the bandwidth to address this and at what cost. At the same time Marc and Adam know of an expert who might be able to recommend PE who can help address the requirement. Adam agreed to reach out to their friend.
2. Carol had given Adam the RFQ drafted by the previous DMO and DDMO when they met earlier in the day. Adam believes that the RFQ was more than what is needed at the current time and does not think we need to move forward on the RFQ.
3. Adam is interested in getting a series of security and monitoring equipment for the plant. This would allow both the ability to monitor the dials at the plant remotely as well as allow the police to monitor the security of the plant. It was decided that Marc would check with the police department regarding the security cameras.
4. Lastly Adam felt when reviewing the security of the WWTP and water plant it might be wise to have new locks with fobs or new keys purchased and installed. (Perhaps same key/fob for all facilities)

Light Department

Peter mentioned a couple of items which he felt the Village should be thinking about.

1. Peter suggested the Village consider banking funds yearly to ensure the money is available to replace the Village's main transformers, which will likely cost half a million for each, with labor closer to one million each. He said they are pushing 50 years and are at a minimum of 2/3 of their lifetime. He suggested that the Village set aside money each year, so that they are in a position to purchase new transformers within the next 5 years. Mary Ellen relayed it would be optimal to plan for asset replacements; in previous MB meeting Tom Rhodes recommended building reserve funds for all the utilities. Planning for replacement vs. damage control was agreed by all.
2. Peter hopes to meet with O'Connell soon to discuss installing the new substation. He mentioned that the first thing that needs to be done is ensure that it will be operational.

3. Peter also mentioned the need to address the electric pole in front of the Water Plant, it is a risk given 3 main were feeding into one pole.
4. Peter did not think there were any big-ticket items (in addition to the substation) that need to be put in the FY21 Budget after his initial review of this fiscal year's budget, but may have more after he reviews the old budget in more detail.
5. It was mentioned that an intern might be able to help to enter the assets into the inventory program.

Other Topics

1. Walter asked if the Village had anything to share Re: closing of the books from the past fiscal year. Carol said not at this time, but the office was working on it with the help of a contractor.
2. Marc shared with the MB an item that has come up Re: the YMCA and the way the Village bills the YMCA for water/sewer and the fact that some of the water used in the cooling towers evaporates and does not contribute to waste water entering the WWTP. Marc's handouts are attached. He mentioned that some communities reduce sewer bills for facilities that lose water through evaporation from water towers. McQuaid wanted to ensure the Village, if it chooses to reduce sewer bills as a result of evaporation from cooler towers that they do it consistently. (Documented by those that must meet the annual Legionella testing). The following Five Customers to benefit from the credit – (Legionella Measurement in 2019) from the following:

<https://health.data.ny.gov/Health/Registered-Cooling-Towers-Beginning-August-2015/24a4-muw7/data>

Include:

- Sherwood - 26 W Genesee St W Genesee St
- Allyn Ice Arena - 97 State St
- Ace hardware – Town Square - 61 Fennell Street
- Packwood House - 14 W Genesee St
- Mirabeau - 851 W. Genesee St.

On a motion by Tom Elliott and seconded by Water Blackler, the MB recommended that if the Village decides to reduce the sewer cost for a facility that uses a cooler tower that it applies that discount consistently within the Village.

On a motion of Marc Angellillo and seconded by Mary Ellen McQuaid the meeting was adjourned.