

**REGULAR MEETING, MUNICIPAL BOARD
MONDAY, APRIL 19, 2010
7:00 P.M.**

Present

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

Others

Present

Cliff Abrams 37 State Street

Absent

Commissioner Blackwell

Welcome to new Board Member Dana Hall

Comm. Moffa opened the meeting up by introducing our newest Municipal Board Member, Dana Hall. He asked Comm. Hall to give us a little background on himself. Comm. Hall stated that academically he is an aero and astro-engineer. He has served in the Federal Government and as a contractor. He raised a family in Northern Virginia. His wife is from Camillus and they relocated to Skaneateles in 2002. He serves in the Lions Club with Peter and currently works for the radar company in East Syracuse called Sensis. He is the program manager on Marine Corp. radar.

Minutes

The minutes of the Regular Meeting of February 22, 2010 and March 15, 2010 were approved.

Cryptosporidium-UV Lamp Life

DMO Lotkowitz announced that he and Comm. Moffa would be touring the Severn Trent facility in Pennsylvania outside Philadelphia this coming Wednesday, April 21, 2010. It is the third company that is being considered to provide our new UV disinfection system for the water system. He repeated that their patented system uses microwave technology to excite the UV lamp and it allows the light to repeatedly start and stop unlike the others that constrained the on and offs to two or three times per day, only.

DMO Lotkowitz received two proposals, of the four, mechanical electrical design requests. Stearns & Wheler and Barton & Loguidice have replied. He was expecting one from Clough Harbour Associates. Commissioner Moffa asked when the due date was and DMO Lotkowitz replied April 19, 2010 at noon, that day. DMO Lotkowitz said, that at the Village Board meeting on April 12, 2010, Mayor Green asked him to put the same request for proposal (RFP) out to the Town of Skaneateles' engineer, Plumley. He did send one to them and is giving them a little more time to reply. DMO Lotkowitz stated he just opened the box; he hasn't had a chance to really look at the Barton & Loguidice proposal yet. Comm. Blackler asked if this proposal is for the pumps. DMO Lotkowitz explained that the proposals are for the replacement of the pumps, the piping and controls. It is a combined project.

DMO Lotkowitz stated that he did receive the ARRA (American Resource Recovery Act) grant from NYSERDA (New York State Energy Research Development Association) for two new pumps and VSD's (Variable Speed Drives). Comm. Moffa asked DMO Lotkowitz if we will be able to sell or reuse the existing pumps. DMO Lotkowitz assumes we could, as we just rebuilt one and it's in really good shape. Comm. Dolmatch asked what the consequences due to the interruption to our water services will be. DMO Lotkowitz said the schedule will have to be looked at closely, as we can't interrupt the services. When we go through the design phase the sequence of events will be analyzed.

DMO Lotkowitz stated that he contacted the Department of Health (DOH) and asked for an extension of the project. They said that they have not given the City of Syracuse an extension; since we are connected to them it is unlikely that we will be extended. Comm. Dolmatch questioned DMO Lotkowitz's dashboard dates for the projected milestones; he outlined possible snags in that schedule. He continued to outline different scenarios that may delay the projected "dash board dates", as well as the awarded engineer's proposal.

Discussion continued regarding the actual installation process and the potential for certain aspects being abandoned, in order to accommodate the new component. If replacing it in an hour is not an option, a parallel system may have to be built. Comm. Moffa noted that the nice thing about the project is that we have two separate lines, and two separate UV units going in. They are not very big units. He suggests coming in with a third, temporary-line and rotating during the installation process. After group discussion on the dates provided by DMO Lotkowitz, it was decided that the schedule will be reviewed and updated when the engineer is on board. Comm. Moffa asked DMO Lotkowitz if the grant is a 25% match. DMO Lotkowitz replied that it is a 10% Village match, since the grant is actually for \$58,000., the Villages obligation would be approx. \$5,800.

Corrective Actions for Electric Substation Deficiencies

DMO Lotkowitz passed out an outline of items that need repair according to HMT's past report. The Voltage Regulators listed in "Emergency" condition have been completely repaired. The Voltage Regulator listed in "Severe" condition is still in use, but its replacement regulator is out for refurbishment. Comm. Dolmatch asked if "Severe" condition is better than "Emergency" condition. DMO Lotkowitz replied that "Severe" condition is better. Comm. Blackler asked how long it takes to make the switch over and is it done at night. DMO Lotkowitz replied that it can be done in a day and it is done during the day. He explained that the Eastern and Western circuits can be back fed with another circuit; so you can do the tie point, disconnect and then disconnect at the substation. This kills the line from the pole in the street at the water company back into the substation for that circuit. So, the circuit is dead. He will check on the situation with the Fennell St. regulator, he feels that it is different. DMO Lotkowitz said that he could use the Western circuit to feed Fennell St. and that it would not be a difficult one to repair. The top four Voltage regulators listed on the report were studied based on oil analysis and maintenance inspections. DMO Lotkowitz stated that others listed on the report had an infrared study performed at the substation, several riser poles in the village and a couple of main poles. None of those items have been repaired yet. The items labeled with "M" (Major) under the condition column concern DMO Lotkowitz. They base the severity on the temperature difference from the surrounding and actual surface of the connection point. These are all connection points that need to be tightened up. DMO Lotkowitz read down the list and announced which items can be repaired without a shutdown. He has not scheduled any of these repairs yet. Comm. Hall asked what the schedule is for the completion of the "To be scheduled" repairs. DMO Lotkowitz replied that the Major items ("M") in Condition column will be scheduled to be repaired within the next 2-4 weeks. Comm. Moffa asked what the other letters stand for in the "Condition" column. DMO Lotkowitz replied that the "D" stands for Deficiency and "I" stands for Investigate.

Comm. Moffa felt it a good time to discuss quickly and dismiss the Arnold Rubenstein letter that was sent to the Village recently regarding the right-of-way. He said that Atty. Byrne is looking into the right-of-way question and handling. DMO Lotkowitz said that he received an initial draft survey that he gave to Atty. Byrne to review and coordinate with Dave Love. Comm. Moffa asked where it was referring to. DMO Lotkowitz replied that it involves the whole section behind the Village Office Bldg. both to the East and West along the lake. There are 3-4 transformers behind this strip of buildings and the concern is the right-of-way for repair work to be done to those existing transformers. Discussion continued regarding the potential needs in the buildings that are being worked on in this strip and the fact that there may need to be some changes. DMO Lotkowitz will feel more comfortable waiting for final the survey and for Atty. Byrne to complete his work before anything else is decided.

Stimulus Bill-Status of Applications

DMO Lotkowitz said there are still three water quality improvement project grants out there. Comm. Moffa asked DMO Lotkowitz to name them. 1) Storm water work on the watershed that starts behind the cemetery and empties into the lake under West Lake Street. (Comm. Dolmatch clarified the area: the outlet from Heritage Woods, near Bombard's, crossing Kane Ave. over to W. Lake St.) 2) Other water quality improvements to W. Lake St. as a result of the street improvement project. 3) Phase 3 of the I&I improvements to the village; a three million dollar project to replace the remainder of the clay tile.

Comm. Dolmatch asked where we have remaining clay tile. DMO Lotkowitz replied that it's everywhere; there is probably 10,000 feet of sanitary sewer line yet to be replaced; East Lake Rd., West Lake Street, & Highland St. Comm. Blackler asked if its stimulus money also. Yes, DMO Lotkowitz replied. Comm. Dolmatch asked what the villages' match is on that project. DMO Lotkowitz replied that it is 25%. Comm. Dolmatch calculated that the village's match would be \$750,000 worth of Village labor and/or materials. He asked what the time frame for the project is. DMO Lotkowitz said he looked at doing the project over three years. Comm. Hall asked what the problem is with the old clay pipes; are they deteriorating, cracking & leaking. DMO Lotkowitz said yes, it's the original piping system; the main problem is the joints. Comm. Dolmatch said what happens to them is that due to them being imbedded in the trenches along with the standing storm water, water leaks into the sanitary sewer line and creates high loads on the wastewater system, even though it's basically just ground water. Comm. Dolmatch stated that West Lake Street is a pretty big "leaker". Comm. Blackler asked if this sewer work will be done on West Lake Street along with this summer's project or independently. DMO Lotkowitz stated that the first phase of the West Lake Street project will not include much sewer repair. He recently had a company survey, with a camera, the integrity of the pipe. They found there are only a couple of locations where the pipe needs to be excavated and repaired. The pipe contains asbestos, but it's still in really good shape. Comm. Blackler asked again, will those repairs be done independently of all the road work. DMO Lotkowitz said that we are going to tackle the water line first, then storm repairs, and then the sanitary sewer repairs. Phase 1 of the project is the first 1,400 feet of West Lake Street, to be undertaken this summer. This brings us to the curve before Weitsman's. The remaining 2000 feet will be completed in summer of 2011.

Status of Village Proposal to PSC (increase electric rates)

Trustee Angelillo was not present again, but the Commissioners expect him soon and to give an update on this topic.

Status of NYPA Solar Power System Host Site

DMO Lotkowitz recapped each of the three locations in the village where he has applied for a 10 kwh solar system grant to bring Commissioner Hall up to speed. Comm. Blackler asked how many square feet of solar panels are in question. DMO Lotkowitz did not have the proposal with him, but will report back to Comm. Blackler. Comm. Hall asked if the organization or inspector, who was mentioned in past meeting minutes, has come to inspect the proposed sites yet. DMO said Warner Energy has not come yet. Comm. Moffa explained that Comm. Hall is on the Alternative Technology Committee along with DMO Lotkowitz and they are all eager to possibly demonstrate the "thin-film" solar technology. Warner Energy has expressed interest in our project. DMO Lotkowitz said he hasn't connected with them yet. Comm. Moffa asked if DMO Lotkowitz remembered how many kilowatts per panel are expected to be generated. DMO Lotkowitz said it was somewhere in the neighborhood of 5-7 kw, but he will verify. Comm. Hall asked what his next step is in this process. DMO Lotkowitz said the next step in the grant process is to provide designs and costs. He needs to go out with an RFP and solicit proposals - real hard proposals, for installation of the system. Comm. Dolmatch inquired if we are generating power with these panels at times when we are not purchasing power, will it diminish our hydro-allocation. He said he wouldn't want us to get penalized for using this alternate source of power or can we segregate it in some way. DMO Lotkowitz feels that for the most part we use above our allocation; we are purchasing more power each month than not. Comm. Moffa stated that our purchased power most likely will increase in the future with the Community Center coming on line. DMO Lotkowitz also noted that we have 40 new homes in Parkside that will increase our power needs, as well.

NYISO Power Shaving

DMO Lotkowitz stated that he is meeting with a firm representing New York Independent System Operators (NYISO) next week who wants us to run our generators during peak times at the Wastewater Treatment Plant and we would receive payment for such. Comm. Moffa asked what the capacity of our generator is. It is 150 kw DMO Lotkowitz said. Comm. Dolmatch said that we should advertise that the replacement cost is quite substantial and they do not operate that long. Comm. Blackler said that cost should be included in the payment. Comm. Blackler asked why they want to do that. DMO Lotkowitz explained that instead of building more capacity, they take advantage of all the installed generating capacity that's out there.

Comm. Blackler said that that doesn't make sense because they are using a more expensive power generating system. Discussion continued on the subject. DMO Lotkowitz will update next meeting after he meets with him.

Status of Verizon Wireless Antenna Relocation

DMO Lotkowitz explained that Atty. Byrne is working out the final details and it should be a "go" at the next Village Board meeting. Comm. Moffa asked that this topic not be included in the next meeting's agenda.

AMR

DMO Lotkowitz passed out an updated dashboard and explained that we do have a couple of problems. The first problem is with the dead meters. He doesn't have an answer on why yet. We also have the 253 "non-read" meters. Our EJP representative, working with Sensus, (not to be confused with Sensus, the Company that Dana Hall works for) found that the hardware up at the tower was reading the meters; however, it "quarantined" them for some reason and didn't allow the reading to be transmitted to the Town offices. A setting was wrong. Comm. Blackler asked if these meters all of a sudden stopped being read or were they never read from the beginning. DMO Lotkowitz said that the readings were never being transferred to the data base. There is a plan in motion to take care of the problem. Basically, EJP is going to take care of the problem on an individual basis and make the correction via the software. Comm. Moffa asked where the completely dead meters ended up. DMO Lotkowitz said the 25 dead meters were returned, but not yet replaced by EJP. They will be sending new ones. He is eager for them to get to the root of the problem, as this can't be happening. Comm. Moffa asked what the projected date is for having all meters installed. DMO Lotkowitz projects that at the end of this year, all of the electric meters should be replaced, with all the little nuances that we haven't seen yet, taken care of. The water meters, should be installed by May of 2011. Attendee Cliff Abrams asked DMO Lotkowitz if the school meter had been received or installed yet. DMO Lotkowitz stated that the water meter had been ordered. Comm. Blackler asked what the outcome was with the new District 1 meter. DMO Lotkowitz said it was reading 700,000 to 1 million gallons more. He hasn't checked the last month's reading, but it's definitely higher.

CHA - Proposal

DMO Lotkowitz has asked CHA to give us a proposal to re-evaluate the system and provide a schematic design behind the Historic District. There are a few places (Keady's, Kiltz', & Sharpe's) that are growing and the current system is not capable to handle growth. Comm. Moffa stated that there was \$12,000 approved almost two years ago in 2008's budget. Comm. Dolmatch asked if there is any more interest in doing the work behind Jordan St.; the system behind the Seitz building and the Old Stone Mill. It is agreed that nobody is pushing to redo that line right now. Comm. Dolmatch said that it was also going to be taken off the Jordan St. feeder. He said that this may be the way to get more power to the Historic District that is being surveyed; by going underground from the Jordan St. side. DMO Lotkowitz said they are fed from behind, not from under Genesee St. DMO Lotkowitz wants to develop options. There are a lot of things going on back there that will be increasing our demand. Comm. Moffa asked what else is going on besides elevators back there. DMO Lotkowitz stated that there are extra floors being added, air conditioning systems, the spa at Kiltz's, and hot tubs. He is looking for the support of the Municipal Board in his efforts to approach the Village Board on this topic.

NEW BUSINESS

Insulation Program-IEEP/NYPA

DMO Lotkowitz will have an update on this at the next meeting. He is attending the MEUA conference next week and there will be discussion on this topic.

Next Meeting

Comm. Moffa noted that the next meeting will be on May 17, 2010.

Adjournment The meeting was adjourned at 8:10 p.m.


Audrey C. Clark
Deputy Clerk/Treasurer

UV System for Village of Skaneateles Water Works	
Milestones - Due Dates - Project Status (04/12/10)	Date & Status
RFP/Design Development	05/31/10
Village Review (Internal)	06/14/10
Incorporate Review Comments	06/28/10
RFP Complete	06/29/10
DOH Review/Approval	07/27/10
Pre-Bid Meeting	07/28/10

<p>Major activities since last meeting:</p> <ul style="list-style-type: none"> - Wrote RFP for design services, expect responses on 4/19 - Spoke with DOH on UV extension. Very difficult to justify – we can write letter to state, if needed. - Did engineering study and applied for ARRA grant. Received grant for VSD and Pump installation (\$60K)  <p>Updated Schedule</p>	<p>Major activities for next period:</p> <ul style="list-style-type: none"> - Factory Visit to Severn Trent (4/21) with Peter Moffa - Start review of proposals (develop scoring guide)
<p>Resource issues:</p> <ul style="list-style-type: none"> - Need mechanical/electrical design for proper bidding of installation of system 	<p>Schedule/Project risks:</p> <ul style="list-style-type: none"> - Schedule is ok for now with built in slack time but need to get design engineer on board

HMT Report Items

<u>Feeder</u>	<u>System</u>	<u>Condition</u>	<u>Status</u>	<u>Notes</u>
Eastern Feeder	Voltage Regulator Phase A	Emergency	Repair Complete	
Western Feeder	Voltage Regulator Phase A	Emergency	Repair Complete	
Western Feeder	Voltage Regulator Phase c	Emergency	Repair Complete	
Fennell Feeder	Voltage Regulator Phase A	Severe	Regulator Out for Refurbishment	
Jordan Feeder	Center Regulator By-Pass	D	To be scheduled	Need Shutdown
Eastern Feeder	Vacuum Breaker By-Pass	M	To be scheduled	Feed From Onondaga
Western Feeder	Center Recloser By-Pass	M	To be scheduled	Feed from Fennell
Eastern Feeder	Center Recloser	D	To be scheduled	Need Shutdown
Onondaga Feeder	Dead-End Bells	D	To be scheduled	Need Shutdown
Western Feeder	Dead-End Bells	D	To be scheduled	Need Shutdown
Riser Pole 14L	Far West Cut-Out	M	To be scheduled	Need Shutdown
Hannum/Genesee MH	600A Dead End Break Elbow	D	To be scheduled	Need Shutdown
State/Genesee MH	600A Dead End Break Elbow	I	To be scheduled	Need Shutdown
Pole: across from M&T	Connection to Trans.	M	To be scheduled	Repair Hot
Pole: across from St. James	Cut-Out	M	To be scheduled	Replace all Cut-Outs

4/19/2010
REL

AMR System for Village of Skaneateles Electric & Water Works	
Milestones - Due Dates - Project Status (04/12/10)	Date & Status
Water Meter Installation	05/31/11
Electric Meter Installation	12/31/10
Billing Interface	01/01/10
Install Network connection and Configure Router	05/31/10
RNI Relocation from Town Offices to Tower Facility	06/30/10
Phase 1 Complete (Billing Interface working 100%, start reducing routes)	04/30/10
Project Complete	09/01/11

<p>Major activities since last meeting:</p> <ul style="list-style-type: none"> - Continued installation of water/electric meters - Revised Expenditure Tracking (see attached) - Working with Sensus to resolve meter issues - Continued mailing of appointment requests - Met with Williamson Law and EJP to work on billing interface issues  <p>Budget Update 033110</p>	<p>Major activities for next period:</p> <ul style="list-style-type: none"> - Continue Water Meter Installations, order more electric meters - Resolve "Dead" and "non-read Electric Meter Issues - Follow-up with Williamson Law on tasks they needed to complete - Start planning of RNI relocation
<p>Resource issues:</p> <ul style="list-style-type: none"> - Need additional resources to help with: getting letter to customers and installing water meters 	<p>Schedule/Project risks:</p> <ul style="list-style-type: none"> - Schedule is based on current staffing levels and workload including maintenance and projects.

AMR Expenditures

Period Ending 3/31/10

AMR Approved Costs

	# Units	Unit Cost	Approved Total
Single Phase Electric Meters w/ Integral AMR	1455	\$65.00	\$123,675
Three Phase Electric Meters w/ Integral AMR	25	\$350.00	\$8,750
Wall M/d for Sensus SR11 Touch Coupler	1105	\$102.25	\$112,988
Pit M/d for Sensus SR11 Touch Coupler	10	\$107.95	\$1,080
Replacement of Water Meters (5/8")	700	\$72.50	\$50,750
3/4"	0		
1"	0		
2"	0		
3"	0		
4"	0		
6"	0		
Misc. Electrical (Adapters, etc.)			
Misc. Plumbing Supplies/Expenses			
System Controller	1	\$27,750.00	\$27,750
Tower Gateway Base Station	1	\$80,000.00	\$80,000
Total Costs			\$404,991

AMR Remaining Expenditures

	# Units	Unit Cost	Remaining Total
Single Phase Electric Meters w/ Integral AMR	377	\$95	\$35,815
Three Phase Electric Meters w/ Integral AMR	0	\$350	\$0
Wall M/d for Sensus SR11 Touch Coupler	509	\$102	\$52,045
Pit M/d for Sensus SR11 Touch Coupler	10	\$108	\$1,080
Replacement of Water Meters (5/8")	384	\$73	\$27,840
3/4"	0		
1"	0		
2"	9	\$1,200	\$10,800
3"	4	\$1,520	\$6,080
4"	1	\$2,640	\$2,640
6"	4	\$4,560	\$18,240
Misc. Electrical (Adapters, etc.)	1	\$6,151	\$6,151
Misc. Plumbing Supplies/Expenses	1	\$4,359	\$4,359
System Controller	1	\$27,750	\$27,750
Tower Gateway Base Station	1	\$80,000	\$80,000
Total			\$269,030

AMR Total Project

	Total Cost	Approved Vs. Budget
Single Phase Electric Meters w/ Integral AMR	\$123,675	\$2,654
Three Phase Electric Meters w/ Integral AMR	\$16,320	\$7,570
Wall M/d for Sensus SR11 Touch Coupler	\$111,245	\$1,741
Pit M/d for Sensus SR11 Touch Coupler	\$1,080	\$0
Replacement of Water Meters (5/8")	\$49,046	\$1,704
3/4"	\$4,396	\$4,396
1"	\$0	\$0
2"	\$12,000	\$12,000
3"	\$6,080	\$6,080
4"	\$4,729	\$4,729
6"	\$18,240	\$18,240
Misc. Electrical (Adapters, etc.)	\$14,009	\$14,009
Misc. Plumbing Supplies/Expenses	\$5,000	\$5,000
System Controller	\$27,750	\$0
Tower Gateway Base Station	\$80,000	\$0
Total	\$476,263	\$73,273

Electrical labor
Water Dept. Labor

\$133,347

Total Project:	\$476,263
Less: Grants, Shared Costs, Negotiated Savings:	\$88,333
Projected Project Cost:	\$387,930
Original Approved Village Budget:	\$317,968
Project Project Overage:	\$69,962
Costs Not Included In Original Estimate:	\$80,000

AMR Units Installed

	# Approved	8/10/09		9/28/09		10/31/09	
		% Complete	% Complete	% Complete	% Complete		
Single Phase Electric Meters w/ Integral AMR	1455	485	33.3	597	41.0	697	47.9
Three Phase Electric Meters w/ Integral AMR	25	10	40.0	10	40.0	10	40.0
Wall M/d for Sensus SR11 Touch Coupler	1105	151	13.7	191	17.3	232	21.0
Pit M/d for Sensus SR11 Touch Coupler	10	0	0.0	0	0.0	0	0.0
Replacement of Water Meters (5/8")	700	30	4.3	63	9.0	104	14.9
		% Complete		% Complete		% Complete	
		697	47.9	697	47.9	697	47.9
		16	64.0	16	64.0	16	64.0
		259	23.4	297	26.9	297	26.9
		0	0.0	0	0.0	0	0.0
		131	18.7	169	24.1	193	27.6
		% Complete		% Complete		% Complete	
		839	57.7	984	67.6		
		16	64.0	16	64.0		
		336	30.4	351	31.8		
		0	0.0	0	0.0		
		232	33.1	247	35.3		

Prepared By:
Bob Lolkowicz
4/12/2010