

## **Municipal Board Meeting**

**February 18, 2008 7:00.**

Attendance: Hubbard, Moffa, Roney, Blackler, Trustee Dolmatch, Trustee Angelillo, DOMO Hunt arrived 7:30.

Absent: Blackwell

**1. Minutes** approved 4-0, Moffa-Roney

### **2. West Lake Street**

Hubbard discussed a meeting he attended with Mayor Green and Mike Byrne regarding the West Lake Street rehabilitation plan. Byrne was tasked to look at what latitude the Village has with respect to creating a special district to which costs would be allocated. This would particularly be focused on the electric portion of the project (estimated to be ~\$500k) relative to methods of allocating that costs such as prorata based on assessment, or road frontage, or lot simply by house and structure use. Additional questions that were raised during the Municipal Board discussion on this topic were:

What were the past practices regarding the main line cost allocation (i.e. downtown) and the distribution lines to the structures?

Who would bond (which fund), pay for the improvements and collect the special assessment revenues?

Would the home owner or Village be liable for the cost of the distribution lines to each house?

Would the creation of a special district require approval by the homeowners-by vote? Majority? Supermajority?

Timing of the project was also discussed and Hubbard mentioned that Orchard Street is a higher priority right now due to the storm water issues currently experienced in that area. Hubbard commented that the problems on Orchard may be related to the West Lake water flow therefore the two projects may be interrelated and at some point the Orchard Street solution may impact or affect the West Lake plan.

### **3. Electrical Consultant**

We reviewed the five responses to the RFP (CHA, HMT, O'Brien & Gear, Quad 3, Utility Engineering, and Wilson Associates) and determined a methodology for reviewing the proposals. Before the meeting ended Dolmatch provided the group with a weighted criteria matrix with common categories for scoring the proposals. Each board member (and Dolmatch and Angelillo) will review each proposal and

score each category to come up with a comparison of firms based on Dolmatch's system. Some categories because of their relative importance would have a higher weight than others. Hunt mentioned that some firms lacked some basic requirements such as a PE on staff that may disqualify them from the outset in his mind. On March 4<sup>th</sup> at 4:30 we will meet to discuss each person's rankings and reduce the number of firms to two or three (or more if there are strong firms we would like to talk to) for purposes of interviewing.

#### **4. HMT Maintenance**

An HMT proposal for various routine maintenance items was discussed. The total of the proposal was \$8,900 and the tasks to be performed were detailed adequately in the proposal which held the price until 5/31/08 (this budget). The request was approved. There were two add/alternates for additional work-after discussion it was decided that Hunt pursue this work through HMT when and if he saw necessary in the future.

#### **5. Water Treatment Issues**

Moffa reported on his conversations with Syracuse water personnel and his investigation into the issue of water treatment. At this point Syracuse will be installing their UV systems in Syracuse (at Westcott reservoir) therefore we will need to handle our water supply independently of their solution. Moffa strongly recommends a UV system, probably installed at the base of the existing water towers. His initial estimate of cost is \$80,000 per system with typical O&M costs of \$2,000 annually. It is unclear at this time how the Town will be participating in that cost-at the least it will be amortized and partially passed on from the Village as part of the water supply contract. In addition, this system may also eliminate the chlorination/contact time requirement due to the effectiveness of the UV process. In his discussion with DOH he seemed fairly clear that the Village would not need to pursue filtration as a result of this issue.

Moffa suggests contacting Sterns & Wheeler and Brown & Caldwell for proposals on design; which should not run into significant money in his opinion.

It was mentioned that the timeline for this project is 2012 and a decision does not have to be made right now, but we should keep it on the radar screen.

We should inform the Town of our progress on this issue and keep them abreast of any actions we take or further investigations we undertake.

#### **6. Reserve Water Capacity Analysis**

Discussed whether we should pursue a reserve water capacity analysis completed since we do not know what our reserve capacity is for certain. Hunt to solicit a reserve capacity analysis from Sterns & Wheeler and then the issue will be reviewed again.

The problem with the two wet wells was presented by Hunt who questioned their reliability and whether in fact they act as redundant systems. Sterns & Wheeler is to provide a proposal for analyzing the operation and determine whether they are acting in a redundant fashion as designed.

## **7. Electrical System Analysis**

Discussed the issue of the possibility of some transformers still containing PCBs. This is not a safety concern at present; the urgency has more to do with the regulatory initiative. Since this project has been worked on through fits and starts for some time the Board and Trustees that were present would like a final system in place to accomplish a full inspection of all transformers, first those purchased during the period that PCBs were in use and then all transformers to accumulate a bulletproof inventory of equipment going forward.

The question discussed was who should do this work-internal staff; a PE; an outside contractor such as Serifini who started the project but lost interest when internal staff was not available to assist in the process. It was generally decided that a PE was not necessary for this task. It is unclear to the Board why the internal forces working through the foreman cannot provide this inventory through a systematic process over a certain period of time. A simple inventory would then be dropped into an electronic spreadsheet or database by someone else (at the Village office) to be updated regularly from that point forward.

It was decided that Hunt would produce a basic system to inventory, collect data and store the results; the electrical foreman would schedule time for internal employees to assist Serifini in the actual collection of data and inspection of the transformers. The Board would receive an update after Hunt contacted Serifini and tasked the foreman.