

**REGULAR MEETING, MUNICIPAL BOARD**  
**WEDNESDAY, AUGUST 20, 2008**  
**7:00 P.M.**

**PRESENT:** Commissioners Blackler, Blackwell, Dolmatch, Hubbard, and Moffa, Trustee Angelillo

**OTHERS:** John Camp of C&S Engineering

**ABSENT:** Commissioner Roney

1. **MINUTES:** On the motion of Commissioner Dolmatch, seconded by Commissioner Blackler, it was resolved and unanimously carried (5-0 in favor) to approve the Minutes of the meeting of July 21, 2008 as presented.

**OLD BUSINESS**

**2. UPDATES ON ONGOING ACTIVITIES**

**CRYPTO-SPORIDIUM:** Recognizing that John Camp was present specifically for discussion relative to this topic, Commissioner Moffa moved this item to the top of the agenda. Commissioner Moffa said he doesn't have a lot to report other than to reiterate the importance of meeting the 2012 date. To accomplish that he would like to see a consultant hired by Thanksgiving or by the end of this year at the very latest. In response to Commissioner Dolmatch bringing up cost sharing with the town, Commissioner Moffa said we have to discuss what we're going to do irregardless of the town. He added that from his perspective, all things considered, he thinks we ought to engage Stearns & Wheeler (S&W) on our behalf to move forward. Commissioner Dolmatch recalled previous discussion regarding whether or not there is language in the current Village/Town Water Contract to recover part of the cost. Commissioner Blackler said he doesn't think there is; Commissioner Dolmatch agreed but recognized that adding such language would be logical within the water contract or in a separate agreement. Commissioner Blackwell recalled previous discussion about a revision to the contract. Commissioner Dolmatch asked if we could go back to the Town for a portion of the cost if we contract for the preliminary study. Commissioner Moffa said we can't get away from the EPA mandate and have a schedule to meet. Commissioner Blackwell stated that he wants to hear more about the need to move so quickly. Commissioner Moffa reminded the Board that he drafted a schedule for his own purposes but stated he'd welcome Commissioner Blackwell to do his own. Trustee Angelillo asked why the Town would participate when they are a customer – why not just adjust the cost of the water? Referencing the cost sharing of the CT Project, Commissioner Dolmatch said costs have not been tied to our rates but rather to a catch-up on CPI. The water budget is running in the red and our last negotiations with the town were quite contentious. Commissioner Dolmatch noted that this is not an elective cost and the Village wouldn't derive any benefit from spending more. We'll solve the problem in a responsible way because we've been told to solve the problem. After considerable discussion, Commissioner Moffa reiterated that we need to address this nonetheless. Commissioner Blackler suggested writing the Town now relative to the status of meeting the mandate. Mr. Camp said he can advise Mr. Wickman on the general points of discussion who in turn could pass along the information to the town. In response to Trustee Angelillo asking what we'd be paying a consultant for and if we'd expect him/her to write the bid specs, Commissioner Moffa said he had reviewed the State specs and that the S&W proposal should be modified to reflect same. He stated there is also the question of UV intensity that is up for debate and has to be reviewed. We can work directly with S&W since they along with their sub Brown and Caldwell are one of a few qualified consultants.

**Resolution #2008-5:** On the motion of Commissioner Moffa, seconded by Commissioner Hubbard, it was resolved and unanimously carried (5-0 in favor) to recommend that we proceed to meet with Stearns & Wheeler and alter the \$20,000 up or down based on specifics identified relative to a UV Plan of Study. In discussing the motion, Commissioner Blackwell questioned if we should wait until a new DMO is on board to see what his/her expertise is. Relative to the Village Board's schedule for hiring a new DMO, Trustee Angelillo said six candidates will be interviewed next week. However, the process is not going to be rushed – we are going to hire the right person. Commissioner Moffa said we could wait three months to get a consultant but would be tightening our timeline further. He said he is willing to meet with S&W to perfect their proposal. Commissioner Dolmatch agreed with Commissioner Hubbard who said if Commissioner Moffa is willing to meet with S&W, we ought to proceed now as it puts us in better position.

In response to Mr. Camp, Commissioner Blackler confirmed that we have received the needs assessment from Mr. Wickman. Mr. Camp validated that either he or Mr. Wickman will be regularly attending Municipal Board Meetings as requested by the Town Board; the next Municipal Board Meeting is Monday, September 15, 2008.

\*Before leaving, Mr. Camp thanked the Board for addressing this topic early on in the meeting.

Commissioner Moffa agreed to draft a letter for the Mayor's signature advising S&W that the Municipal Board has recommended to the Village Board that discussion commence with S&W to sharpen their proposal regarding cryptosporidium. Commissioner Blackler suggested that the letter include that we are under State mandate and have a deadline to comply with.

**CAPACITY/  
VULNER-  
ABILITY/  
EMERGENCY  
RESPONSE:** Trustee Angelillo stated that he didn't have a report. Commissioner Dolmatch questioned if we are going to delay developers recognizing that we have "Hidden Pond" and the Town's "Old Seneca Heights". Trustee Angelillo said he met with a couple of developers and Mayor Green who said we have such a document that's probably ten years old or so – it needs to be brought up to date. In response to Commissioner Hubbard asking what evolved out of the discussion with developer Morgan Moss, Trustee Angelillo said we are to the pass the cost of any engineering study along to the developer. Commissioner Dolmatch commented that this topic is broader; Commissioner Hubbard said he thought S&W was getting involved. Commissioner Blackwell referenced S&W's June 12 letter regarding their proposal to study the capacity of the Village water system for \$11,600; it is up to the Village to authorize S&W to proceed. Trustee Angelillo said he doesn't think it happened. The Board indicated that they'd follow up with Mayor Green. *(Note: Mayor Green wrote Mr. Robert Carr of S&W on July 14, 2008 giving "authorization for Stearns & Wheeler to proceed with its evaluation of the capacity of the Village's water system to serve "Old Seneca Heights" ... The Town has escrowed \$11,600, the amount you (S&W) estimated, for the payment of this study.")*

**AMR  
STATUS:** Trustee Angelillo reported that we have not received any electric meters, are still purchasing old meters, and do not have a delivery date(s). Commissioner Hubbard said this topic is dead until we have a DMO on board.

**ELECTRICAL  
CONSUL-  
TANT:** The Board acknowledged that the contract with Clough Harbour & Associates LLP (CHA) was approved so now it is just a matter of specific assignments. Commissioner Moffa said we want a task-by-task estimate from CHA to get an understanding of the level of effort as well as an idea of the cost. Commissioner Hubbard explained that CHA's August 15 letter resulted from his meeting with them. CHA proposes an initial evaluation of the Village owned electrical system on an hourly

basis in accordance with the rates outlined in their Master Service Agreement. Commissioner Hubbard said after obtaining copies of all existing drawings and system documentation from the Village, CHA will examine the information prior to reviewing the system in the field. Commissioner Hubbard added that Jim Fuller is the CHA contact person. Understanding that CHA can be more effective with advanced information, Trustee Angelillo said we can have Line Foreman Murphy contact Mr. Fuller and gather the materials requested and Lineman Abbott could pull information off the computer. Commissioner Moffa commented that will be a good first step. Commissioner Blackwell asked what the Village Board authorized for CHA. Trustee Angelillo answered, based on the Municipal Board's recommendation, the Village Board approved the Master Service Agreement for Professional Services.

**Resolution #2008-6:** On the motion of Commissioner Hubbard, seconded by Commissioner Dolmatch, it was resolved and unanimously carried (5-0 in favor) to recommend authorizing CHA to proceed with the scope of work outlined in their August 15, 2008 letter at an hourly rate. It was additionally resolved to recommend that Mayor Green accept the CHA proposal by signing, dating, and returning the letter. In discussing the resolution, the Board noted that CHA will meet with the Municipal Board to discuss their findings and assist in preparing material for presentation to the Village Board if required.

- DISPATCH WATER ALARM:** Trustee Angelillo reported that the Dispatch Center is functioning at their new location in the new Fire Station and the alarms are in. The technology is up and running and is being refined by Lineman Abbott who is very competent.
- TRANSFORMER ENCLOSURE:** Trustee Angelillo said he did not have a report. Commissioner Moffa recalled that this topic is related to safety concerns. Commissioner Blackwell stated that S&W did a report about two years ago that's mostly concerned with safety, but only some minor items have been addressed. Commissioner Hubbard said the report should be provided to CHA. Commissioner Dolmatch agreed with Commissioner Hubbard that we're not capable of fixing the problem, but have someone that can. Commissioner Blackwell said it is particularly the transformer enclosure issue that needs to be addressed. Commissioner Moffa concurred that it is an electric issue and that is what CHA was engaged to do. Commissioner Blackler suggested getting Line Foreman Murphy and DPW Foreman Perkins together to see if they can't fix it. Commissioner Hubbard said we have pole mounted transformers on the ground being used and that is an inherent problem. Commissioner Dolmatch recognized that people make due with what they have – that it's not necessarily the best way but you get used to it and don't see anything wrong. Commissioner Moffa said the report should be provided to CHA to put all the electric issue components in one lap. Commissioner Hubbard said CHA will give us much more viable recommendations.
- SYSTEM DIAGRAM:** The Board recognized the System Diagram Project as part of CHA's effort.
- 3. CAPITAL PLAN:** There was no report as Commissioner Roney was not able to attend this evening's meeting.
- 4. ELECTRICAL SERVICE:** In response to Commissioner Moffa asking if there has been any progress relative to the electrical service status of OSM, alley and Fennell Street, and West Lake Street since the last meeting, Trustee Angelillo answered that he did not have anything new to report.
- 5. UNDERGROUND:** Recognizing that we don't currently have a policy and procedures for bringing electric services underground, Commissioner Dolmatch said he put together a

**ELECTRIC POLICY:** memo that he'd like discussed tonight as the first step in developing a practical policy for the Village Board to adopt and apply in its street and neighborhood improvement programs. The Village has a set of Rules and Regulations for Underground Electrical Installations that was adopted October 28, 2003 but it relates more to new developments or requests by property owners for underground service to their properties, not the Village wanting to replace existing overhead services with underground services. New rules need to be developed with consideration of various circumstances including what the Village wants the installation to look like and who pays. The Municipal Board would make recommendations to the Village Board. Commissioner Dolmatch said no one has said how much it is going to cost, who pays, or what happens to the property owner's assessment with such an improvement. Commissioner Blackwell said he's not sure what the Municipal Board function has to do with the cost. Commissioner Dolmatch said there are technical issues. Commissioner Blackwell agreed that the Municipal Board can address technical issues, but the cost issue isn't the Municipal Board's charge. Commissioner Moffa said that safety and vulnerability are within the Municipal Board's purview. Commissioner Hubbard referenced the last paragraph of the memo and suggested that Commissioner Dolmatch's offer to begin discussion with the Village Board would be a good starting point. In response to Commissioner Blackwell, Commissioner Dolmatch said he wants the Village Board to produce a policy that allows the electric department to run smoothly with direction from the Village Board. He wants the Village Board to address the matter, formulate and promulgate a policy, noting that policy issues are important. Commissioner Blackwell said the Village needs a master plan (as Commissioner Dolmatch stated sometime ago) that includes electrical, infrastructure, substation, etc. Commissioner Blackler commented that would be nice, but for the time being we need to keep moving forward and learn from mistakes while trying not to make mistakes. Commissioner Moffa agreed adding that we are moving toward a master plan – you can't start there. Commissioner Dolmatch again recognized that the 2003 Rules and Regulations don't contemplate the Village being the initiator. Commissioner Hubbard said it's great if Commissioner Dolmatch is willing to facilitate discussion with the Village Board.

(Insert copy of Commissioner Dolmatch's Underground Electric Rules memo)

6. **STATUS & PROJECT TRACKING SHEETS:** Commissioner Moffa reminded the Board that he "took a crack" at preparing a sample Status and Project Tracking Sheet. Commissioner Dolmatch said he'd recommend to the Village Board that they ask DMO candidates how they track and report their projects. Commissioner Moffa added, and be apprised of the effort that will be required.
7. **BUCKET TRUCK:** Trustee Angelillo reported that the bucket truck was repaired in PA and we paid \$3,400 to lease equipment while ours was out of service. Bid specs will go out to three firms for the purchase of a new bucket truck. Commissioner Hubbard strongly recommended that in addition to the actual truck, we purchase a preventative maintenance program for scheduled maintenance from the vendor – it needs to be part of the contract specs. Trustee Angelillo said the existing bucket truck is worth about \$10,000.00 so questioned if we should keep it. Commissioner Hubbard answered no because it would be one more to maintain. Commissioner Blackwell encouraged a more accelerated trade-in schedule. Commissioner Hubbard said we might want to consider leasing – it may be more financially enticing than owning and is at least worth considering.
8. **WATER PUMP:** Trustee Angelillo reported that they met with Russ Young from Estabrook who discussed putting a variable speed feature on the water pump to elevate the cavitation level. Trustee Angelillo reminded the Board that no check valves are on

the system and the motors recently had to be rewound. We are possibly looking at the purchase of a "Smart System" from Goulds Pump (apprx. \$20,000) and are waiting for their quote. Mr. Young seems to think if we slow the pump we can eliminate the cavitation. Commissioner Moffa recalled that we did that once and it worked; we are throttling with butterfly valves now. Commissioner Hubbard said we need check valves and he'd hate to see us band-aid it. Commissioner Moffa also noted that when cavitation is associated with switching to the alternate wet well which is required when there is high lake turbidity; at such times the risk of poor water quality including Cryptosporidium is greater. Commissioner Blackler said we could also reduce the peak by programming the system and suggested that this is something an engineer should look at. Commissioner Moffa said we can have S&W look at it at some point; Trustee Angelillo said we could send the quotes to S&W's Kevin Castro for review.

- 9. WATER SERVICE FEE:** This topic was discussed during the Cryptosporidium-U/V System discussion.

## **NEW BUSINESS**

### **1. STATUS OF MB OPERATION UNTIL NEW DMO APPOINTED**

Commissioner Dolmatch's memo was previously discussed.

Commissioner Moffa said that considering that the Municipal Board interfaces with the DMO we should have an avenue of participation in the hiring of a DMO. Perhaps we could review the resumes of the applicants on the short list and provide comments from our purview. Trustee Angelillo said this was discussed at the Operational Meeting and the Village Board wants to ask someone on the Municipal Board to sit in on the interviews; Commissioner Moffa's name came up as the current acting President. Commissioner Moffa indicated that he can do that but said he'd like a backup in case he is out-of-town or unavailable for an interview or two. Commissioner Blackwell offered to serve as the backup Municipal Board representative in the interviewing process.

### **2. NEXT MEETING**

Commissioner Moffa reminded the Board that the next meeting is scheduled for Monday, September 15, 2008. Deputy Clerk/Treasurer Couch informed the Board that she will be away at the NYCOM/OSC Fall Training School that week so will not be at the meeting to take minutes. The Board asked Deputy Clerk/Treasurer Couch to arrange for someone to take the minutes.

- GIS:** Considering that we don't currently have a DMO, Commissioner Blackler asked if he is to stay on top of GIS. Commissioner Moffa said CHA will be involved in GIS and we'll provide them with as much information as we have on electric. Trustee Angelillo said other than that GIS should wait for a new DMO. Commissioner Blackler said he can get together with Line Foreman Murphy and Lineman Abbott about GIS.

### **BOARD ASSIGNMENTS:**

Commissioner Blackwell questioned if changes were made to the Commissioners' assignments at the last meeting that he was unable to attend. He was assigned to electric, but didn't see his name on the assignments recorded in the minutes last month. Commissioner Moffa said there weren't any changes but that at the last meeting when he was absent Commissioner Blackler agreed to take on GIS activity and Commissioner Dolmatch agreed to take on the issue of underground electric service – the assignments were on a volunteer basis. Commissioner Dolmatch noted that electric is divided into two parts – Village electric infrastructure and regulatory issues, but there are certainly enough components to the Village electric system that additional Commissioners can get involved. Commissioner Moffa

recalled from last month's meeting that Commissioner Dolmatch made a point of explaining that just because a Board member is assigned a specific activity it doesn't mean it is their exclusive turf. He remembered echoing that sentiment noting that he could certainly use help on water matters.

ADJOURN: The meeting adjourned at 9:05 p.m.

*Patty Couch*

Patty Couch  
Deputy Clerk/Treasurer