MINUTES
FACILITIES COMMITTEE MEETING
Thursday, June 22, 2017—10:00 am
Materials Management Conference Room
23400 NYS Route 177, Rodman, New York

The Development Authority of the North Country Facilities Committee met in regular session at the Materials Management Conference Room, 23400 NYS Route 177, Rodman, New York, on Thursday, June 22, 2017.

Committee Members Present
Fredrick Carter, Chairman
Alfred Calligaris
Stephen Hunt
James Hollenbeck
Dennis Mastascusa

Committee Members Absent
Brian McGrath
Alex MacKinnon

Staff Present
James Wright, Executive Director
Michelle Capone, Dir of Regional Development
Richard LeClerc, Manager, MMF
Laurie Marr, Director of PR/Communications
Patricia Pastella, Manager, Water Quality
David Wolf, Director of Technology
Carrie Tuttle, Director of Engineering
Carl Farone, Comptroller
Jo Anne Yaddow, Executive Assistant
Angela Marra, Administrative Associate

Other Board Members Present
John Johnson, Jr.
Thomas Hefferon
Margaret Murray

1. Chairman Carter opened the meeting at 10:02 am.

   a. Resolution No. 2017-06-63 authorizes a Technical Services Agreement for Bartlett Point Sewer Pump Station Relocation Project with the Village of Clayton. The relocation of the existing Pump Station will be 100 feet from the existing Low Lift Station Wet Well. The scope of the Authority’s services will consist of: project management; assistance with SEQR and NYS Historical Preservation Office reviews; development of bid documents; bid oversight; and construction oversight. The contract is for a not to exceed amount of $10,000.

      Upon a motion by J. Hollenbeck, and seconded by J. Johnson, Jr., Resolution No. 2017-06-63, Technical Services Agreement for Bartlett Point Sewer Pump Station Relocation Project with the Village of Clayton, was unanimously approved.

   b. Resolution No. 2017-06-64 authorizes an agreement with the Town of Tupper Lake for GIS Technical Services to develop a GIS data model; convert water, wastewater and other infrastructure records to GIS format; develop and host a web-based GIS for a not to exceed contract amount of $79,268.
Upon a motion by A. Calligaris, and seconded by J. Hollenbeck, Resolution No. 2017-06-64, Authorizing Executive Director to Enter into an Agreement with the Town of Tupper Lake for GIS Technical Services, was unanimously approved.

J. Hollenbeck relayed Senator Littlefield’s positive comments regarding the Development Authority during a recent visit.

c. Resolution No. 2017-06-65 authorizes GIS Hosting Agreements with the Lowville regional GIS project municipalities: Village of Carthage; Village of Lowville; Village of Turin; Town of Watson; and Lewis County.

Upon a motion by A. Calligaris, and seconded by J. Hollenbeck, Resolution No. 2017-06-65, Authorizing GIS Hosting Agreements with the Lowville Regional GIS Project Municipalities, was unanimously approved.

d. Resolution No. 2017-06-66 authorizes additional capital funding for landfill gas well development in the MMF capital budget FYE 2018 by transferring $100,000 from the sand storage barn to landfill gas development. The sand storage barn relocation is substantially complete, making a project balance available. The Authority is preparing to bid a capital project for a landfill gas conveyance upsizing, and it would be beneficial to bid the work for additional wells in conjunction with this project.

Upon a motion by S. Hunt, and seconded by J. Hollenbeck, Resolution No. 2017-06-66, Authorizing Additional Capital Funding for Landfill Gas Well Development in the Materials Management Capital Budget FYE 2018, was unanimously approved.

F. Carter asked if there has been any interest in using power that comes out of the power facility. J. Wright stated that development of any project would require sewer and water service which is not available.

e. Resolution No. 2017-06-74 authorizes a cell tower partnership with the U.S. Army Garrison at Fort Drum. Cell tower activities would include the analysis of the proper location and height of tower to maximize coverage, construction and ongoing tower management and delivering telecommunications service to the tower. The programs would benefit the Authority in its regional effort to improve 4G coverage and communications services in the area.

Upon a motion by A. Calligaris, and seconded by J. Hollenbeck, Resolution No. 2017-06-74, Authorizing a Cell Tower Partnership with the U.S. Army Garrison at Fort Drum, was unanimously approved.

f. Resolution No. 2017-06-75 authorizes an amendment to the Technology Division FYE 2018 capital budget to include a new project for $550,000 for the construction of the North Country Library System (NCLS) network which would enhance services to the Library System consisting of 39 libraries and the NCLS headquarters building.

Upon a motion by A. Calligaris, and seconded by J. Hollenbeck, Resolution No. 2017-06-75, Authorizing the Amendment of the Technology Division FYE 2018 Capital budget to Include a New Project to Construct Fiber and Equipment to 40 Locations Within the North Country Library System (NCLS).
g. Resolution No. 2017-06-76 authorizes a secondary SCADA support contract with Aqualogics Systems, Inc. for maintenance support and project specific SCADA services to monitor and manage internal and municipal water treatment and wastewater treatment facilities as well as several operations at the Materials Management Facility.

Upon a motion by S. Hunt and seconded by A. Calligaris, Resolution No. 2017-06-76, Authorizing a Secondary SCADA Support Contract for Emergency Support Services and Potential Project Specific Solutions, was unanimously approved.

h. Resolution No. 2017-06-77 authorizes an Operations and Maintenance Agreement with the Town of Clifton – hamlet of Newton Falls Wastewater Treatment Facilities for a period of five years, for a total amount of $102,470.

Upon a motion by A. Calligaris, and seconded by J. Hollenbeck, Resolution No. 2017-06-77, Authorizing Executive Director to Enter into Operations and Maintenance Agreement with the Town of Clifton – Hamlet of Newton Falls Wastewater Treatment Facilities, was unanimously approved.

i. Resolution No. 2017-06-78 authorizes an Operations and Maintenance Agreement with the Town of Clifton – hamlet of Newton Falls Water Treatment Facilities for a period of five years for a total amount of $129,691.

Upon a motion by A. Calligaris, and seconded by J. Hollenbeck, Resolution No. 2017-06-78, Authorizing Executive Director to Enter into Operations and Maintenance Agreement with the Town of Clifton – Hamlet of Newton Falls Water Treatment Facilities, was unanimously approved.

j. Resolution No. 2017-06-79 authorizes an Operations and Maintenance Agreement with the Town of Clifton – Woodhaven Water Plant for a period of one year for the total amount of $5,928.

Upon a motion by J. Hollenbeck, and seconded by S. Hunt, Resolution No. 2017-06-79, Authorizing Executive Director to Enter into Operations and Maintenance Agreement with the Town of Clifton – Woodhaven Water Plant, was unanimously approved.

k. Resolution No. 2017-06-80 authorizes an Operations and Maintenance Agreement with the Town of Pamela – Sewer District No. 9 for a period of one year for a total amount of $2,772.

Upon a motion by A. Calligaris, and seconded by S. Hunt, Resolution No. 2017-06-80, Authorizing Operations and Maintenance Service Agreement with the Town of Pamela – Sewer District No. 9, was unanimously approved.

2. The meeting adjourned at 10:20 am.

Respectfully submitted,

[Signature]
Fredrick Carter
Chairman, Facilities Committee