MINUTES
FACILITIES COMMITTEE MEETING
Thursday, February 23, 2017 – 10:15 AM
Dulles State Office Building, CR 100, 1st Floor
Watertown, New York

The Development Authority of the North Country Facilities Committee met in regular session at the Dulles State Office Building, Conference Room 100, 1st Floor, Watertown, New York, on Thursday, February 23, 2017, at 10:20 AM.

Committee Members Present
Fredrick Carter, Chairman
James Hollenbeck
Stephen Hunt
Alex MacKinnon

Staff Present
James Wright, Executive Director
Michelle Capone, Dir of Regional Development
Richard LeClerc, Manager, MMF
Laurie Marr, Director of Public Relations and Communications
Patricia Pastella, Manager, Water Quality
Laura Toussant, Deputy Comptroller
Carrie Tuttle, Director of Engineering
David Wolf, Director of Technology

Committee Members Absent
Alfred Calligaris
Dennis Mastascusa
Brian McGrath

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

1. Chairman Carter opened the meeting at 10:20 AM.

2. Resolution No. 2017-02-01 approves amendment No. 2 to the Technical Services Agreement with the St. Lawrence County Industrial Development Agency for Engineering and Redevelopment Planning Assistance for the Former Jones and Laughlin Ore Processing Facility. The amendment is related to DANC services required to assist the SCLIDA with contractor change order requests for unforeseen asbestos/concrete block disposal issues.
C. Tuttle stated there are new issues with the plaster adhering to the block. The block was originally planned to be crushed and used as fill material, but some of the block is now being deemed as asbestos containing material and is no longer useable as fill. Settling this process is taking more time than anticipated. The not to exceed cost is to be considered the “worst case scenario” at $7,700.

J. Hollenbeck asked who the current contractor is. C. Tuttle replied it is Dan’s Hauling

Upon a motion by A. MacKinnon, and seconded by J. Hollenbeck, Resolution No. 2017-02-01, Amendment No. 2 to Technical Services Agreement with the St. Lawrence County Industrial Development Agency for Engineering and Redevelopment Planning Assistance for the Former Jones and Laughlin Ore Processing Facility, was passed with S. Hunt recusing himself.

3. Resolution No. 2017-02-02 approves a Technical Services Agreement for Town of Fine Waterfront Revitalization Project Planning and Grant Administration. The scope of the Authority’s involvement would consist of grant administration, project management, design phase services and construction phase services with a total cost not to exceed $35,000.

C. Tuttle stated that the town has been working with the Department of State for a few years, and has a plan of work they would like to do to the golf course to improve tourism.

J. Johnson asked if they lost this service because of a merger? C. Tuttle replied the Town of Fine had an employee who used to provide this service and then there was a consultant in Tupper Lake that was assisting the Town previously. The Town employee did not have the qualifications to handle the increasing complexity of the program and the consultant took another position in Clinton County.

F. Carter asked if Clifton needed to sign on this too. C. Tuttle responded that they do not. The Town of Fine is the lead municipality on the grant administration and will be receiving grant funding.

Upon a motion by A. MacKinnon, and seconded by J. Hollenbeck, Resolution No. 2017-02-02, Technical Services Agreement for Town of Fine Waterfront Revitalization Project Planning and Grant Administration, was unanimously approved.

4. Resolution No. 2017-02-03 approves a Technical Services Agreement for Asset Management Plan with the Village of Canton. The Authority’s services would consist of research and data acquisition, plan development and presentation of results with a total cost not to exceed $14,500.

Upon a motion by J. Hollenbeck, and seconded by A. MacKinnon, Resolution No. 2017-02-03, Technical Services Agreement for Asset Management Plan with the Village of Canton, was unanimously approved.

5. Resolution No. 2017-02-04 approves a Technical Services Agreement for Groundwater Treatment and Distribution System Improvement Project with the Village of Heuvelton. The village has selected the Authority to assist with the Village’s water system improvement project. The total cost of this project is not to exceed $25,000.
Upon a motion by A. MacKinnon, and seconded by J. Hollenbeck, Resolution No. 2017-02-04, Technical Services Agreement for Groundwater Treatment and Distribution System Improvement Project with the Village of Heuvelton, was unanimously approved.

6. Resolution No. 2017-02-05 approves a SCADA Services Agreement for Groundwater Treatment and Distribution System Improvement Project with the Village of Heuvelton. The total cost of these services shall not exceed $20,000.

Upon a motion by A. MacKinnon, and seconded by J. Hollenbeck, Resolution No. 2017-02-05, SCADA Services Agreement for Groundwater Treatment and Distribution System Improvement Project with the Village of Heuvelton, was unanimously approved.

7. Resolution No. 2017-02-06 approves Regional Recycling Recognition of Waste Diversion Municipal Projects with effective recycling results. The Authority is achieving results through cooperative efforts with its county partners and municipalities by increasing the volume of recyclables being diverted from the landfill. It is recommended that these three municipalities be recognized for significant efforts in the past year to advance the recycling results and advance waste diversion.

Lewis County Government is to be acknowledged for their conversion to clear bags, changing to single stream recycling and constructing a single stream transfer station which the Authority is participating in the cost of based on a previous resolution for capital projects. The county’s preliminary projection shows an increase in recycling by 60%. In addition we have been invited to their open house in April where we would like to present the award at that time.

The Village of Massena in St. Lawrence County is being recognized for converting to clear bags further enhancing their single stream recycling efforts. The mayor received some opposition but carried it forward and saved the village in excess of $40,000.

In Jefferson County, the Village of Black River converted to a single stream program from the four component separation that Jefferson County requires. They independently transport the collected recyclables to Syracuse. So far they are very pleased with the results as well as have saved many labor hours that have been put to good use in other constructive ways around the village.

Upon a motion by J. Hollenbeck, and seconded by A. MacKinnon, Resolution No. 2017-02-06, Regional Recycling Recognition of Waste Diversion Municipal Projects with Effective Recycling Results, was unanimously approved.

8. Resolution No. 2017-02-07 approves an amendment to the FY 2017 Materials Management Division Capital Budget for purchase of a used forklift using the savings from the purchase of the new waste dozer which was under budget by $117,427. The actual cost to replace the forklift is not to exceed $30,000.

Upon a motion by A. MacKinnon, and seconded by S. Hunt, Resolution No. 2017-02-07, Approving Amendment to the FY 2017 Materials Management Division Capital Budget for Used Forklift, was unanimously approved.
9. a. Resolution No. 2017-02-13 granting an easement to National Grid Power Corporation for natural gas service installation at Development of the North Country Army Water Line Booster Pump Station No. 1 for use in relation to the Water Quality Management Division emergency generator upgrades. The diesel generator at this station will be replaced with a natural gas generator, thereby eliminating the underground bulk petroleum storage tank. The resolution also approves coordination to secure an easement with the SPCA on their property to allow National Grid to install the gas main to reach Booster Pump Station No. 1.

Upon a motion by A. MacKinnon, and seconded by J. Hollenbeck, Resolution No. 2017-02-13, Grant of Easement to Niagara Mohawk Power Corporation for Natural Gas Service Installation at Development of the North Country Army Water Line Booster Pump Station No. 1 for Use in Relation to the Water Quality Management Division Emergency Generator Upgrades, was unanimously approved.

10. The meeting adjourned at 10:35 AM.

Respectfully submitted,

Fredrick Carter
Chairman, Facilities Committee