MINUTES
FACILITIES COMMITTEE MEETING
Thursday, October 27, 2016 – 10:00 AM
Murray Trail Center, 23086 NYS Route 177
Rodman, New York

The Development Authority of the North Country Facilities Committee met in regular session at the Murray Trail Center, 23086 NYS Route 177, Rodman, New York, on Thursday, October 27, 2016, at 10:00 AM.

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

Committee Members Absent
Brian McGrath

Other Board Members Present
Gary Turck, Chairman, BOD
Thomas Hefferon
Margaret Murray
John Johnson, Jr.
Mary Doheny

Staff Present
James Wright, Executive Director
Thomas Sauter, Deputy Executive Director
Carrie Tuttle, Director of Engineering
Michelle Capone, Dir of Regional Development
David Wolf, Director of Technology
Richard LeClerc, Manager, SWMF
Patricia Pastella, Manager, Water Quality
Carl Farone, Comptroller
Jo Anne Yaddow, Executive Assistant
Angela Marra, Administrative Assistant

1. Chairman Carter opened the meeting at 10:00 AM and turned the meeting over to C. Tuttle.

2. Resolution No. 2016-10-112 amends the Army Water Line Operating Budget by increasing the Water Purchases line from $731,140 to $1,001,880 and increasing Customer Billings from $1,870,606 to $2,141,346 due to well fields taken off line by the U.S. Army.

   J. Johnson asked if the well fields were taken off line permanently. P. Pastella stated the well fields were back on line at this time.

   Upon a motion by J. Hollenbeck, and seconded by D. Mastascusa, Resolution No. 2016-10-112, Approving Amendment to the FY 2017 Army Water Line Operating Budget for Water Purchase Costs, was unanimously approved.

3. Resolution No. 2016-10-113 approves an amendment to the FY 2017 Solid Waste Management Division Capital Budget for the purchase of a flat bed truck with savings generated from the purchase of the Grader. The Comptroller is authorized to make the capital budget adjustments.
J. Hollenbeck asked what is being done with the old Grader. J. Wright responded it would be part of the equipment auction. J. Hollenbeck asked if Auction International would be considered. J. Wright responded Auction International had been used in previous years.

Upon a motion by J. Hollenbeck, and seconded by D. Mastascusa, Resolution 2016-10-113, Approving Amendment to the FY 2017 Solid Waste Management Division Capital Budget for Flat Bed Truck Acquisition, was unanimously approved.

4. Resolution No. 2016-10-114 is an amendment that transfers $30,000 from the Emergency Generator Project to the Army Sewer Capital Plan for CCTV Equipment.

Upon a motion by D. Mastascusa, and seconded by A. MacKinnon, Resolution No. 2016-10-114, Approving Amendment to the FY 2017 Army Sewer Capital Plan for CCTV Equipment, was unanimously approved.

5. Resolution No. 2016-10-115 amends the Capital Budget scope for Project 42036 to include Water Meter Replacements and the Water Meter for Booster Pump Station 2 be purchased from within the $150,000 Mainline Valve Replacement. J. Wright stated this is a multi-year commitment to improve the lines as they have exceeded their asset life.

Upon a motion by A. MacKinnon, and seconded by D. Mastascusa, Resolution No. 2016-10-115, Approving Amendment to the FY 2017 Army Water Capital Plan for Water Meter Replacement, was unanimously approved.


Upon a motion by J. Hollenbeck, and seconded by D. Mastascusa, Resolution No. 2016-10-116, Technical Services Agreement for 2016 Northern Border Regional Commission Local Development District Grant Administration, was unanimously approved.

7. Resolution No. 2016-10-117 authorizes a Technical Services Agreement for Clifton-Fine Water Improvement Project Phase 2 for a total not to exceed contract amount of $25,000.

F. Carter asked if the sewer problems had been resolved. C. Tuttle responded yes. C. Tuttle stated the J&L site will have now have access to public water.

Upon a motion by A. MacKinnon, and seconded by S. Hunt, Resolution No. 2016-10-117, Technical Services Agreement for Clifton-Fine Water Improvement Project Phase 2 – Newton Falls Interconnect with the Town of Clifton, was unanimously approved.

8. Resolution No. 2016-10-118 is a SCADA Services Agreement with the Village of Potsdam for a total not to exceed contract amount of $50,000.
Upon a motion by J. Hollenbeck, and seconded by A. MacKinnon, Resolution No. 2016-10-118, SCADA Services Agreement for Wastewater Treatment Plan Capital Improvement Project with Village of Potsdam, was unanimously approved.

9. Resolution No. 2016-10-119 authorizes a SCADA Services Agreement with the Village of Sackets Harbor Main Street Pump Station Remote Terminal Unit Upgrade for a total not to exceed contract amount of $6,500.

Upon a motion by D. Mastascusa, and seconded by J. Hollenbeck, Resolution No. 2016-10-119, SCADA Services Agreement for Main Street Pump Station Remote Terminal Unit (RTU) Upgrade with Village of Sackets Harbor, was unanimously approved.

10. Resolution No. 2016-10-120 authorizes a Technical Services Agreement for a Municipal Dissolution Study with the Village of Morristown for a not to exceed contract amount of $25,000.

F. Carter asked if this agreement puts the Authority in competition with the private companies. C. Tuttle responded no, the Authority was less expensive than other bidders and had more experience. J. Wright stated the Authority would be hesitant to enter into an agreement if there were more private companies interested in this agreement; additionally, this is the second time the Authority was asked to participate.

Upon a motion by S. Hunt, and seconded by A. MacKinnon, Resolution No. 2016-10-120, Technical Services Agreement for Municipal Dissolution Study with the Village of Morristown, was unanimously approved.

11. Resolution No. 2016-10-126 relates to a SEQRA Type 1 action and will not result in any significant adverse impacts on the environmental, resulting in a "negative declaration" and authorizes the Executive Director to complete and sign the "Determination of Significance" certification of Part 3 of the Full Environmental Assessment Form (FEAF).

Upon a motion by J. Hollenbeck, and seconded by A. MacKinnon, Resolution No. 2016-10-126, Determining Significance Under the State Environmental Quality Review Act of Proposed Local Materials Management Plan, was unanimously approved.

Mary Doheny entered the meeting.

12. Resolution No. 2016-10-127 approves the Local Materials Management Plan that was considered by the Authority at the August 25 meeting. The Authority will provide a copy to the NYSDEC of the Local Materials Management Plan to NYSDEC for their review.

Upon a motion by A. MacKinnon, and seconded by D. Mastascusa, Resolution No. 2016-10-127, Approving Local Materials Management Plan, was unanimously approved.
13. Resolution No. 2016-10-128 authorizes an operations and maintenance services contract for U.S. Customs and Border Protection for the wastewater facilities in Wellesley Island.

Upon a motion by J. Hollenbeck, and seconded by D. Mastascusa, Resolution No. 2016-10-128, Authorizing Operations and Maintenance Services for U.S. Customs and Border Protection Wastewater Facilities in Wellesley Island, was unanimously approved.

14. The meeting adjourned at 10:21 AM.

Respectfully submitted,

Fredrick Carter
Chairman, Facilities Committee