MINUTES
FACILITIES COMMITTEE MEETING
Thursday, October 22, 2015 – 10:15 AM
Conference Room 100, 1st Floor
Dulles State Office Building, Watertown, New York

The Development Authority of the North Country Facilities Committee met in regular session in Conference Room 100, 1st Floor, Dulles State Office Building, Watertown, New York, on Thursday, October 22, 2015.

Committee Members Present:  
Alex MacKinnon  
Alfred Calligaris  
Richard Lucas  
William Archer  
James Hollenbeck

Staff Present:  
Thomas Sauter, Deputy Executive Director  
Michelle Capone, Dir of Regional Development  
Carrie Tuttle, Director of Engineering  
Angela Marra, Administrative Assistant

Committee Members Absent  
Fredrick Carter, Chairman  
Brian McGrath

1. Acting Chairman R. Lucas called the meeting to order at 10:20 AM.

2. Resolution No. 2015-10-104 amends the Technical Service Agreement with the Village of Clayton for the Water Treatment System Improvement Project for a not to exceed total contract amount of $25,000. The Village completed a final Preliminary Engineering Report and has executed an agreement with O’Brien & Gere to proceed with the design phase of the project. The Village has asked the Authority to expand the scope of services to include project management tasks related to the design phase of the project.

   Upon a motion by W. Archer, and seconded by J. Hollenbeck, Resolution No. 2015-10-104, Amendment No. 1 to the Technical Services Agreement with the Village of Clayton for the Water Treatment System Improvement Project, was unanimously approved.

3. Resolution No. 2015-10-105 authorizes the Executive Director to enter into an Agreement with the Town of Adams for GIS Technical Services for a not to exceed contract total amount of $72,934. A GIS Needs Assessment was conducted in January 2015 recommending development of a web-based GIS for the Town of Adams and partnering communities of the: Towns of - Ellisburg, Lacona, Mannsville, and Sandy Creek.

   Upon a motion by J. Hollenbeck, and seconded by A. MacKinnon, Resolution No. 2015-10-105, Authorizing Executive Director to Enter into an Agreement with the Town of Adams for GIS Technical Services, was unanimously approved.

Upon a motion by A. MacKinnon, and seconded by W. Archer, Resolution No. 2015-10-106, Authorizing Executive Director to Enter into an Agreement with the Village of Potsdam for GIS Technical Services, was unanimously approved.

5. Resolution No. 2015-10-107 authorizes a Technical Services Agreement with the Town of Fine for to assist with engineering oversight and grant implementation related to reconstruction of the Wanakena Footbridge Project for a not to exceed amount of $15,000.

Upon a motion by A. MacKinnon, and seconded by J. Hollerbeck, Resolution No. 2015-10-107, Authorizing Executive Director to Enter into an Agreement with the Town of Fine for Technical Services for Wanakena Footbridge Project, was unanimously approved.

6. Resolution No. 2015-10-114 designates the Authority as the lead agency for a Natural Resources Management Plan and is a SEQR Type I Action with no significant adverse environmental impact.

Upon a motion by A. MacKinnon, and seconded by J. Hollenbeck, Resolution No. 2015-10-114, Designating the Development Authority of the North Country as Lead Agency Under the State Environmental Quality Review Act for the Consideration of a Natural Resources Management Plan Classifying the Project as a Type I Action, Determining that the Project Will Not Have a Significant Adverse Environmental Impact and Taking Action on the Project, was unanimously approved.

7. Resolution No. 2015-10-115 authorizes a Memorandum of Agreement with the Town of LeRay for Water District #1. The Town has secured an alternate source of water supply for Water District #1 due to high levels of disinfection byproducts in the Authority’s water supply. The Authority and Town are evaluating options for addressing the disinfection byproducts and restoring water service to Water District #1.

Upon a motion by A. MacKinnon, and seconded by W. Archer, Resolution No. 2015-10-115, Authorizing Memorandum of Agreement with Town of LeRay for Water District #1, was unanimously approved.

8. The meeting was adjourned the meeting at 10:32 AM.

Respectfully submitted,

[Signature]
Fredrick Carter
Chairman, Facilities Committee