

Village of Phoenix
Regular Board Meeting
Tuesday, June 17, 2014 at 7:00 PM
Sweet Memorial Building
455 Main Street, Phoenix, NY 13135

Present:	Absent Mayor Anthony Fratto	Investigator Joe Marotta
	Trustee Danny Dunn	Village Clerk Roxanne Demo
	Trustee John Halstead	Deputy Clerk Laura Gonzalez
	Trustee David Pendergast	Attorney Steven Primo
	Trustee Ryan Wood	

3 Public in Attendance

Deputy Mayor Danny Dunn began the Board Meeting with a salute to the flag at 7:00 PM.

Kristy LaManche

Grant writer Kristy LaManche said good evening, it's been awhile but rest assured we've been doing a lot of work behind the scene to keep the numerous grants going. Kristy has been in constant contact with Jim Lynch as well as Steve Primo on a variety to projects. The first is the Canal way grant, the one we received from last year consolidated funding app and the deadline is December 2014 so we have less than 6 months to complete that. The restroom / bath shower facility location on State Street has been finalized with the location and Kristy has been working with Doug Miller and confirmed with him what we are deficient on with terms with getting to Canal Corporation as far as signed stamped plans now that the final location of the facility has been identified. We have approximately \$50,000 left in the budget based on the expenses incurred for the pavilion and fencing side of the project, we're in good shape to stay on budget and moving forward with design finalize and getting that to Canal Corporation and SHPO and getting the construction done. This should be done and unveil to the boaters and we'll do a ribbon cutting and Director Stratton will want to come out for it.

NYS Main Street grant, for this project the deadline date is December 2015, we're about 6 months in and we've had 3 properties drop off from the original application. Kristy has a meeting with the property owner of 74 State Street tomorrow to talk about the grant. Kristy's trying to get another property owner involved from the hair salon. The original grant is for approximately \$187,000 and the property owners will be providing a minimum of 25% so it's a \$200,000 plus project. There's a number of items outstanding, the contract for grant administration and then lead and radon testing and other approvals needed to be obtain prior to construction. Kristy would like the board to work with her to get approvals, contracts and sub agreement with the properties owners. It's been 6 months

and we have to expedite these some of the last few things to keep the owners excited about the project.

EFC sanitary sewer project of \$6.8 million listed in the intended use plan for 2014 through the Environmental Finance Corporation we are moving forward on it, the only thing holding us up with the engineer switch is getting a fully executed engineering agreement with the village for a minimum design and planning related to this project. Once we get that and the contract is accepted by EFC we'll be able to close on our short term financing.

USDA Rural Development this is a co-funding opportunities for the sewer sanitary project. We had a meeting with them last week and they offered us a grant of \$750,000. They have provided a preliminary funding estimate and this is what we are eligible for. Kristy said there is a long list of things the Village needs to provide them to complete the application. Kristy LaManche, Jim Lynch, Steve Primo, Doug Miller and Fiscal Advisors, are all working on this together to capture those funds and get through their process as quickly as possible utilizing all these different funding sources to help with the sanitary sewer project and make it as financially possible and easy for the village without encumbering any additional costs out of pocket.

Kristy has worked with Carole Sponable on the Music Series and everything is all set, the concert line up is done, the contracts are coming in to Roxanne and the donation are coming in from local businesses. We could use additional contributions if anyone knows someone that would like to help out. We have a lot of great performers this year and Kristy looks forward to coming.

Trustee Ryan Wood asked Kristy if there was a time line on the \$750,000 grant. Kristy said that we don't have a time, we need to just provide them with the items on their list, and it's in our best interest to get it back to them as soon as possible. Most of the information is similar to what we've had to provide to EFC, Kristy is compiling it right now and then we'll try to determine the time frame for accessing those funds.

Attorney Primo said he mentioned that he's has spoken with Kristy about modifying the water charges and asked her if we should we put this off until we pass this Rural Development. We can talk to Kelly Lathan and she can crunch some numbers before we go to the funding agencies. Trustee Wood is working on that and before it's passed on the board we'll talk with Kelly first.

Attorney Steve Primo asked the board to adopt a resolution approving Kristy LaManche administrative contract, KL Consulting Services for the Main Street Project administrative fee at 4% of total project cost and authorize the Mayor or Deputy Mayor to execute the contract. Motion was made by Deputy Mayor Dunn, seconded by Trustee Ryan Wood. All ayes.

Miller Engineers

Doug Miller said he'd give the board some back ground. He has been in the construction/engineering business since 1980; a family company and they did a lot of waste water activity in the area and Doug spent nearly 20 years with O'Brien & Gere and running projects throughout the United States in the construction division. Projects from cleaning the Hudson PCBs to waste water plants, water sewer plants, in Niagara Falls, Los Angeles, Washington D.C., New York and drinking and waste water throughout Upstate NY region. We have been out here the last couple weeks getting updated. Doug also has a lot of experience on the municipal side and represent three or four other villages or towns. They have good relationship with the regulators and some are close friends and other professional contacts maintained over the year. Attorney Primo said that just timing wise we've had these threshold with Rural Development and they did 180 turn around on the project as far as financing the village and he's also asked Doug to look at the consent order and scope of work under that and issue with the water. They had a meeting on the water issues yesterday, it was timely when Doug came on. Doug also said Larry Barber is here, he's given him a pay application and based on what he's scene his request is reasonable and the work out there looks to be decent and correlates to the scope of work he's had. The board will receive copies of the pay application and then we'll do a phone poll in the next week and approve by poll and Barber can receive their check in the next 7 days. Trustee Pendergast asked Doug if he's walked through the sewer plant yet and what he thinks about the roof. Doug said the roof was mentioned on the reports that he's looked at. Doug will probably walk the plant this Friday with Ken Scherrieble from Camden Group.

Camden Group

Ken Scherrieble said good evening, I've been operating since 1991 for waste water sewer plants in New York State, the county, the country and worldwide. Ken has been down to the sewer plant and he agrees it needs a new roof. We are walking between buckets when it rain and it needs to be put up first on the list. The DPW has been fantastic the last 17 days and it's been a pleasure to work with John and the group. We've done a lot of cleanup around the building and maintenance, preventable main program, process control and are well on our way. Ken really appreciates how the DPW has worked with us and accepts us. In the future you'll be receiving written reports and the board will see how the plant is performing. Trustee David Pendergast asked what had happened down on State Street with the water. Ken said he wasn't exactly sure, the pumps have been pulled, cleaned and one has been sent out, we're waiting on the diagnostics on that. We need to review how the pump station is utilized when the pumps are turned on and will review with the DPW and Doug Miller and we'll want to make sure they're not fighting against each other. Trustee Danny Dunn asked about the grease issue in it and is it being addressed. Administrator Jim Lynch said it is being addressed and we need to go through Code Enforcement and he will inspect the grease traps. Attorney Primo said we adopted a law last year and there is a grease trap policy in there.

Deputy Mayor Report

Deputy Mayor Dunn said he had about 6 people ask him about the dog bags in the park, they said they were empty and the baskets were full. He spoke with the DPW and they've replaced the bags so the complaints should stop. Deputy Dunn said that two people asked about the free biodegradable bags. Attorney Primo said the game plan was put the law into effect but delay enforcing the law until word got out about it. We were to have bags available at the DPW to be purchased not for free.

Trustee Reports

Trustee John Halstead had nothing.

Trustee David Pendergast said he was just concerned about the release of Raymond Younis from jail and that he is a level 3 offender. Investigator Marotta said that he'll have to follow all the guidelines set from the parole board. He may have to register with the Police Department, stay away from schools, playgrounds, etc.

Trustee Ryan Wood asked if our code enforcement officer has to write a notice for tall grass before the DPW is allowed to go on the property. Attorney Primo said the form can actually come out of the clerk's office, under our property maintenance local law. There is a form of notice, the grass law notice is pretty simple, over 10 inches tall a notice can be sent. Attorney Primo said he can send the notice to the clerk's office to be filled out. Trustee Wood said he'd have the new rates from the auditor, after reviewing her recommendation the calculations were off and he will continue to try and contact her. She sent the spreadsheet in pdf so he needs to receive the excel spreadsheet to look at the numbers. Trustee Wood believes she was trying to do on the first document that she submitted because it expends the capital charge throughout the overall per gallon change and not just in the upfront fee as of now with Trustee Woods recommendation would be 35% increase in water, 50% sewer, so the water, sewer and refuse charge would increase by 29%. Brenda said we are running a deficit this year so rates do need to increase. Attorney Primo said if you have problems with getting ahold of her then Jim Lynch can maybe track her down. We need to have it documented before we go forward with it.

Trustee Wood said they had the meeting with the county yesterday pertaining to the water. Wood said there were county representatives there as well as town, and state representative from Syracuse office and Miller Engineering group. What Wood took out of it is that they are giving us three options, drill a new well, relocate our water/sewers and tapping into a larger source as in Metro or a filtration device. They pretty much said that is our options. The Engineers asked if we could look inside the well as an option, they said we can pursue that. Doug Miller is going to look at the engineer's report that was submitted with five different options and confirm that the prices are still the same. They want word from the board by the end September on how we're going to move forward and they want the Engineers report by the end of the year and the work completed by the end of 2015. That was a preliminary contract it seems they are pushing

us pretty hard because they did discuss legal action if we do not keep communication with them this time. Trustee Wood wanted the board to be aware of that.

Trustee Wood said on Jefferson and Lock Street the sidewalks were put in at angle, the existing sidewalk was pushed down, instead of fixing it properly. There's a one to two inch step up and this isn't handicap accessible. Deputy Dunn did a walk through with the contractors on Cherry, Lock, Jefferson and Mechanic Streets and they've marked everything that needs to be replaced with a white arrow. Pine and Cherry also has a problem where the ground has settled around the catch basin. Attorney Primo said we should not pay their last application until these items are remedied. Attorney Primo asked Doug Miller about this and Doug said the contractor will come back and make any correction that you want. He spoke with Jeff from North Country did say he is aware about the sidewalks and will correct this.

Investigator Joe Marotta

Marotta said he's passed out the stats to everyone, the police department responded to 328 calls between May 20th and June 17th. The bike patrol has started and the police substation is at the Bridge House.

Attorney Primo said to Investigator Marotta as a side issue, can you confirm tonight and convey the Mayor's request that there seems to be some scheduling issues with Chief and Sergeant McKenna and just that one of you three is going to be here for future meetings. Investigator Marotta confirmed that one of them will be present at future meetings. Primo said that the Chief did confirm with him already that he's aware of it.

Deputy Dunn said he'd like to congratulate the police department on some of the stuff that they've been getting involved with the community and we've had a lot of good feedback and he's glad to see the interaction between the police department and the citizens. Deputy Dunn said he just wanted to say thanks to everybody. Marotta said thank you. We have a Chief now that thinks the same and we've grown by leaps and bounds.

Administrator Jim Lynch

Administrator Jim Lynch said as far as the fireworks display we've had a couple meeting between John Kerfien and himself and everything's on track. We have summer works kids coming in and he asked the board if they have any ideas of projects that they'd like to put them on. It's like a babysitting job and takes away from the DPW workers so if you think of something you can call me. Last year they painted fire hydrants and street posts.

Lynch said he's putting some information together to give out at the next board meeting about the cleaning and the inspection on the water tower. Lynch said he's done research and can't find where it's been inspected with radio operating vehicle inside and it needs to be cleaned, it's looking pretty rough. Deputy Dunn said there should be something they can put on the tower to deter the moss or mold.

Lynch said that one of the sidewalks has been formed up and should be poured this week and then the DPW will move on to other sidewalks on the program. Lynch has been involved with meetings with Kristy LaManche and Doug Miller and has an issue that he'll need help with. Doug Miller and Larry Barber and it's in regards to the force main down on State Street and it needs to be addressed in front of the board. He'd like to hand this over to Doug to speak about. Doug said obviously we're still getting up to speed on the some of the issue around the Village. We visited this site and talked to the contractors from North County and Barber Corporation and both firms employ their own engineers on staff. One of the issues was this week when our men drilling pigging the lines and pulling a plug, one of the pigs got stuck and had to flush the line and then had a problem at the pump station, we pushed a lot of the grease in the line down to the pump station in impeller and it was pure grease. So that's when we got back to Jim Lynch and we've have an asset in the WWTP and we need to handle it property. There seems to be one manhole that's problematic and Doug asked Ed and Larry and "what do you see out there". That manhole has a 15 inch line coming in and then the force main is a 4 inch and then there's a 12 inch going out. That manhole becomes a choke point and when there a high flow and the pump turns on from West Phoenix you get a big vortex and it burps out and that's why you see the manhole rattle. We looked at the contract drawing and it appears there was an alternate to take the force main out of that manhole and run it down State Street to the pump station. We will need to check and see if the pumps sequence properly but he believes it's an option and we should take a look like. Larry Barber told Doug he had an alternate price and he'll hold that price which is around \$110,000. In the original bid documents there was base bid and alternate bid to take out the force main put it on the west side of the road and run it down to the pump station. Doug said for some reason that alternate wasn't accepted during the award. After much discussion it was decided to have Doug Miller to do an analysis and run some numbers. Attorney Primo asked Larry Barber if he was given notice by Friday to approve the work would that be good enough for them to stay on and do the work. Larry replied yes. Attorney Primo said let Doug take a look at it and give his opinion on it and then it gives the board a comfort level to exercise the option for the alternate before these guys get off site. If Doug gives his recommendation by late Thursday then it gives us time to do a board poll on Friday, we do not have to bid out the job separately. Attorney Primo said the change orders we have up to this date are for the most part unforeseen conditions and there were some surprises. Deputy Dunn asked how the rest the board feels. Trustee John Halstead said that he feels that main needs to be cleaned out first and then we'll see how to proceed, he knows we need to address this but I don't want to end up paying an extra \$100,000 for a maintenance issue and a pipe that's half clogged. Trustee Ryan Wood agreed we should wait. Trustee David Pendergast asked if we run a new line what is your opinion on going larger with the pipe thinking of future development and we've been approach by the people in West Phoenix for sewer years ago. Doug said you need to look at the whole west side's system and it's my understanding that is over in the Town of Lysander and if they wanted to do that we'd need to look at the plant and the plant may be able to handle that and there would be upgrades that they would need to do over there also. It would be pump capacity and force main. Trustee Ryan Wood said it would be nice to have a price range, at least and when we come back and it's half the cost to upgrade to an 8 inch pipe and they're already

digging it and that's the majority of the cost then why not. So we can have both, what the minimum is and then what a large recommendation would be. Deputy Dunn said they're already approaching others because the fire department has been approached because it is on a septic and they were giving them prices on how much to run the sewer up Old Lamson Road to the firehouse. Trustee Pendergast asked if they all agreed on increasing the size of the pipe. Deputy Dunn said get the prices on the different size and maybe they can double the capacity once the hole is dug. Trustee Pendergast asked Doug if it needed to be approved by the DEC by changing the size of the pipe. Doug said they would have to confirm what we're sending into the plant and that the pump station can handle it that part of what we need to look at.

Administrator Lynch said he has a meeting with Ken Scherrieble from Camden Group on Friday morning for some opportunities for placement and implementation for the belt press.

Lynch will check with code enforcement regarding the grease traps. Attorney Primo said we have something in the books and it needs to be shown to Don Ryan and he can propose a policy to present to the board for the scheduling of inspections for the restaurants. A notice can be sent out and the restaurants can get independent inspection done and it can be turned into the village. Lynch will get with John Kerfien and will get a price from Camden to vacuum or jet the 12 inch main and how often it should be done just so we know if it's something we can do for preventative maintenance and how much it would cost later on to have it done on a regular basis or if we can do it.

Abstract

Deputy Mayor Dunn asked if everyone had any questions or concerns with Abstract #8 dated June 17, 2014 in the amount of \$110,659.66. Deputy Mayor Dunn made the motion to approve, general fund vouchers 209-231; water fund vouchers 206-228; sewer fund vouchers 206-226; capital water/sewer project voucher 208; library fund vouchers 45-50 and trust and agency fund vouchers 36-38, seconded by Trustee Dave Pendergast. All ayes.

Old Business

Meeting minutes for Regular Board Meeting on June 3, 2014, Deputy Mayor Dunn asked if anyone had any questions or concerns. Motion was made by Trustee John Halstead to approve, seconded by Trustee Ryan Wood, Trustee David Pendergast, aye, Deputy Mayor Dunn, abstained.

New Business

Facility Use Request

A facility use request from Joe Hammond to allow parking on Village property at J.C. Birdlebough High School on June 28, 2014 for graduation. A motion was made by Trustee David Pendergast to approve, seconded by Trustee Ryan Wood. All ayes.

Deputy Mayor asked is anyone had anything else. Trustee John Halstead said he'd like to make a motion that we have our summer meeting schedule starting in July, we'll meet once a month for July, August and September, the meetings will be the third Tuesday of each month, seconded by Trustee David Pendergast. All ayes.

Public Comments

Michael Lattimore village resident, he is very concerned about Ray Younis being released from prison in July. What he has done to this community and what he could cause this community when he's released should be looked at. He asked the board to take one more step forward on this, he's asked the Attorney's and he's also asked the town to take a step forward to protect the community. Mr. Lattimore thanked the board for their time.

Motion was made by Trustee David Pendergast to adjourn the meeting at 8:47pm, seconded by Trustee Ryan Wood. All ayes.

Respectfully submitted,

Roxanne Demo
Village of Phoenix
Clerk/Treasurer