

Regular meeting of the Carthage/West Carthage Water Pollution Control Facility Management Board  
Held in the Board Room of the West Carthage Municipal Building  
September 24, 2014

**Attendance:**

Carthage Members – Chairman Michael F. Astafan; President Wayne McIlroy and Trustees Linda Smith-Spencer and Kathleen Latremore.

West Carthage Members – Mayor Scott Burto and Trustee Scott Sullivan. Trustee Rob Peluso was absent.

Others Attending – Bart Crary, DANC Chief Plant Operator; Carrie Tuttle, DANC Director of Engineering; Elaine Avallone, Johnson Newspaper and 21 Participation in Government Students.

**Call to Order:**

Chairman Astafan called the meeting to order at 6:15 p.m.

**Approval of Minutes:**

Motion by Trustee Latremore and seconded by Trustee Smith-Spencer to approve the minutes of the August 20, 2014 regular meeting as presented. Motion carried unanimously.

**Public Forum:**

None.

**Monthly Reports:**

WPCF Status and Repair Report: Chairman Astafan asked Mr. Crary if there was anything in his report, not included on the agenda, which needed to be discussed and Mr. Crary said only if the Board had questions.

Motion by Trustee Latremore and seconded by Trustee Smith-Spencer to approve the WPCF Status and Repair Report as presented. Motion carried unanimously.

Chairman Astafan stated a violation letter was sent to Metro Paper on September 16, 2014 which incurred a fine of \$1,000.00.

Chairman Astafan stated Carthage Specialty Paperboard sent a response to the violation letter and fine dated August 21, 2014 stating the laboratory reports were suspicious. Ms. Tuttle stated going forward; WPCF employees will call Carthage Specialty Paperboard immediately after collecting a sample of their discharged waste, and offer Carthage Specialty Paperboard a portion of the sample material prior to sending it to the lab for testing so they can conduct their own testing.

Motion by Mayor Burto and seconded by Trustee Sullivan to have Mr. Crary respond to the letter verifying the laboratory results and stating the Board stands behind the results. Motion carried unanimously.

Motion by Trustee Latremore and seconded by Trustee Sullivan to accept the Wastewater Emergency Response Plan as presented with updated contact information. Motion carried unanimously.

Financial Reports: The Financial Reports were reviewed and the Clerk/Treasurer stated Carthage Specialty Paperboard paid \$1,000.00 in fines.

Motion by Mayor Burto and seconded by Trustee Sullivan to approve the Financial Reports as presented. Motion carried unanimously.

Carthage Specialty Paperboard, Inc. Status Update:

Mr. Goutremout was unable to attend the meeting. Ms. Tuttle stated Carthage Specialty Paperboard is hosting an Open House on Thursday, September 25, 2014 from 1:00 p.m. until 4:00 p.m.

**Monthly Expenditures:**

Trustee Sullivan and Trustee Smith-Spencer reviewed the monthly bills prior to the meeting and no concerns were noted.

Motion by Trustee Smith-Spencer and seconded by Mayor Burto to approve the monthly expenditures in the amount of \$72,686.87. Motion carried unanimously.

**Old Business:**

At the February 19, 2014 meeting Mr. Prior stated that the NYSERDA Flex Tech application is almost completed and he will present the final report at the March 19, 2014 regular meeting.

Update 03/25/14: Mr. Prior explained the status of the NYSERDA Flex Application and anticipates emailing the report to the Clerk to be distributed to the Board.

Update 04/23/14: GHD completed the NYSERDA Flex Tech application and submitted it to DANC and NYSERDA for review. GHD will forward the application to the board after it has been reviewed and finalized.

Update 05/21/14: Ms. Tuttle explained that comments were received on the draft version of the NYSERDA application and GHD is currently updating it and expect it to submit the final version next week.

Update 06/18/14: Ms. Tuttle advised the Clerk to hold the final payment to GHD until the application is finalized.

Update 08/20/14: Mr. Prior stated the report has been finalized, submitted, and we should receive \$7,500.00 reimbursement in the near future.

Update 09/24/14: NYSERDA misclassified the Flex Tech application; it has since been corrected and NYSERDA stated we should receive the \$7,500.00 reimbursement in the near future.

At the August 20, 2014 meeting, the Board authorized GHD to send a letter to the NYSEFC requesting additional points for the Villages so they may qualify for low interest financing.

Update 09/24/14: NYSEFC has not responded yet.

At the August 20, 2014 meeting, Mr. Prior stated John McHugh, Village of Carthage Community Development Coordinator submitted a Consolidated Funding Application (CFA) to North Country Regional Economic Development Council (NCREDC) on behalf of the WPCF upgrade project and our project has been listed at the top of the list which is great news. The amount requested is \$3.8 million of which \$900,000.00 is from the Community Development Block Grant (CDBG). If awarded, \$2.9 million would be applied to CSP and \$900,000.00 could be applied to residential or CSP.

Update 09/24/14: Notification has not been received in regard to the applications.

At the June 18, 2014 meeting, the Board authorized Chairman Astafan to research and send Mr. Crary a list of documents he could sign which would be forwarded to the Board at their next regular meeting.

Update 08/20/14: Chairman Astafan asked the Clerk to hold this issue until the next regular meeting on September 24, 2014.

Update 09/24/14: Chairman Astafan asked the Clerk to hold this issue until the next regular meeting on October 15, 2014.

At the March 25, 2014 meeting, the board approved the budget for 2014/2015 as is with the exception of the salaries and continue to negotiate the salaries for the Clerk and Deputy Clerk.

Update 04/23/14: President McIlroy informed the West Carthage members that he received their letter and will forward his response to them soon; therefore he requested to hold this issue over until the May 21, 2014 meeting.

Update 05/21/14: Mayor Burto stated they received the response letter from the Village of Carthage and further stated his board has not reviewed it yet.

Update 06/18/14: President McIlroy stated Carthage received the response letter from West Carthage and it appears that neither board is willing to compromise on the issue and the Carthage and West Carthage Clerks met and the West Carthage Clerk stated she was not interested in sharing the duties therefore the Carthage Board would like to go to arbitration. Trustee Sullivan asked the Carthage Clerk if she had spoke with Debi recently and she stated that Debi sent her an email on Monday stating she has changed her mind and would like to meet again. The Clerks will set up a time to meet and Trustee Smith-Spencer stated she does not want this issue to interfere with the positive working relationship that the Clerks have.

Update 08/18/14: The Villages did not agree on the WPCF Clerk salary therefore Chairman Astafan stated we will have to go to arbitration to make a decision regarding the WPCF Clerk salary per the Inter Municipal agreement.

Update 09/24/14: President McIlroy stated due to the NYS Office of the State Comptrollers audit of the WPCF and new software training, Carthage requested to hold off on proceeding to arbitration until the audit and training are complete.

On August 20, 2014, Republic Services, on behalf of Allied, sent a request on June 20, 2014 requesting a reduction in their leachate disposal rate. Mr. Crary submitted a recommendation to the board to place them on a graduated schedule for their leachate disposal rate as with the latest increase effective June 1, 2014, their rate doubled. Chairman Astafan stated he will contact Mr. Larimore to see if he is interested in entering into a five year agreement to gradually increase the rate they pay for leachate disposal.

Update 09/24/14: Mr. Crary contacted Republic Services and they are not interested in entering a five year agreement but would still like relief from the current leachate rate. Mayor Burto requested Mr. Crary to contact Republic Services to see if they would sign a three year agreement.

Motion by Trustee Sullivan and seconded by Trustee Smith-Spencer authorizing payment to the Village of Carthage for labor cost for the repairs they performed on the 2008 Ford Pickup truck in the amount of \$174.29. Motion carried unanimously.

Chairman Astafan stated he would like to form an AdHoc committee to work on the items needed for the NYSEFC funding application due February 1, 2015. Chairman Astafan asked Mayor Burto to Chair the committee along with President McIlroy, Mr. Prior, Ms. Tuttle, Mr. Crary, and the Clerk. The Clerk will notify Mr. Prior of his appointment to the committee.

Mayor Burto stated he was included in emails regarding items missing from the NYSEFC hardship application. The Clerk stated she forwarded the requested items to Mr. Prior who submitted them to NYSEFC.

**New Business:**

Motion by Trustee Sullivan and seconded by President McIlroy authorizing to sent John Lehman to pump training on November 7, 2014 in Sherrill, NY at a cost of \$110.00 plus mileage reimbursement.

**Liaison Reports:**

**Audit Committee:**

None.

**Waste Treatment Plant:**

None.

**Executive Session:**

Motion by Mayor Burto and seconded by Trustee Sullivan to enter Executive Session at 6:30 p.m. to discuss the request of a government agency. Motion carried unanimously.

Motion by Mayor Burto and seconded by Trustee Sullivan to resume Regular Session at 7:00 p.m.

**Next Regular Meeting Date:**

October 15, 2014 at the Village of Carthage Municipal Building with the meeting time to be announced.

**Adjournment:**

Motion by Trustee Sullivan and seconded by Mayor Burto to adjourn at 7:00 p.m. Motion carried unanimously.

Respectfully Submitted,

Kristy L. O'Shaughnessy  
WPCF Clerk