

THESE MINUTES ARE NOT OFFICIAL MINUTES AND HAVE NOT YET BEEN APPROVED BY
THE VILLAGE OF CARTHAGE BOARD OF TRUSTEES

Regular meeting of the Carthage/West Carthage Water Pollution Control Facility Management Board
Held in the Board Room of the Carthage Municipal Building
June 16, 2015

Attendance:

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

West Carthage Members – Trustee Scott Sullivan. Mayor Scott Burto and Trustee Rob Peluso were excused.

Others Attending – Bart Crary, DANC Chief Plant Operator; Carrie Tuttle, DANC Engineer; Fred Goutremout, Carthage Specialty Paperboard Technical Manager; Charles Prior, GHD Engineer; and Kathy Amyot, Tug Hill Commissions.

Call to Order:

Chairman Astafan called the meeting to order at 6:09 p.m.

Approval of Minutes:

Motion by Trustee Latremore and seconded by Trustee Sullivan to approve the minutes of the May 20, 2015 regular meeting as presented. Motion carried unanimously.

Public Forum:

None.

Monthly Reports:

WPCF Status and Repair Report: Mr. Crary provided the highlights of his report and stated Michael Brown is using vacation time until his retirement date of June 29, 2015 and he is very happy with Chris Nortz.

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

Financial Reports: The Financial Reports were reviewed and there were no questions.

Motion by Trustee Sullivan and seconded by Trustee Smith-Spencer to approve the following budget transfers:

Account Number	Description	Debit	Credit
JA.8110.0411	Cell Phone	86.56	
JA.8130.0430	Office Supplies	23.59	
JA.8130.0491	Repairs Sewage Treatment & Disposal	2792.99	
JA.8130.0492	Sludge Disposal Sewage T&D		2903.14

Motion carried unanimously.

Motion by Trustee Smith-Spencer and seconded by Trustee Sullivan to accept the Financial Reports as presented. Motion carried unanimously.

Carthage Specialty Paperboard, Inc. Status Update:

Mr. Goutremout stated he met with Mayor Burto regarding the proposed formula for allocating costs for the WPCF and no further meeting is scheduled. Ms. Tuttle asked if the amendment to the consent order was signed and Mr. Goutremout replied no. Ms. Tuttle stated the order needs to be signed ASAP.

Ms. Tuttle stated she had a conversation with Sara Bullock and John McHugh regarding a CFA for Metro Paper due to their high inflow and infiltration. Chairman Astafan asked if Ms. Bullock is going to take the lead and President McIlroy stated she has a meeting with Metro Paper.

Monthly Expenditures:

Trustee Sullivan and Trustee Smith-Spencer reviewed the monthly bills, bank statements and bank reconciliations prior to the meeting. Trustee Sullivan stated he was not sure if all of the bills were included as the Clerk was out sick. The monthly bills, bank statements and bank reconciliations were available for review at the meeting.

Motion by Trustee Sullivan and seconded by Trustee Smith-Spencer to approve the monthly expenditures in the amount of \$75,625.47. Motion carried unanimously.

Old Business:

At the November 24, 2014 meeting the Board authorized GHD to proceed with the design and construction phase for the Water Street Pump Station in the amount of \$33,200.00 which will become part of the capital project.

Update 12/17/14: Mr. Tamlin stated the Village of Carthage signed the contracts with GHD for the Water Street Pump Station.

Update 01/21/15: Mr. Prior showed a model of the pump station which will not fit in the current location. Mr. Prior requested permission to contact Attorney Gebo to research the properties boundaries as it is not exactly clear on the map. The Villages may need to acquire property to install the pump station. Mr. Prior stated the could place a smaller structure but then some of the control panels would be exposed and emergency generator power would be difficult to install and referred the Board to the Long Falls pump station. Mayor Burto stated with the placement of the pump station by Turning Point Park, the Village of Carthage should have a better looking structure as there are several events which take place there. The Board discussed using some property on Dock Street and having Attorney Gebo research it. Mr. Prior stated a survey would likely be needed.

Update 02/18/15: Mr. Prior stated he has been working with Attorney Gebo regarding the placement of the new Water Street pump station and Attorney Gebo confirmed that Dock Street is owned by the Village of Carthage. Mr. Prior emailed an amendment to GHD's agreement earlier today to include a boundary survey of the property.

Update 03/18/15: Mr. Prior stated the boundary survey has been completed. Mr. Prior further stated he would like to schedule a meeting with the Board to review the design of the Water Street pump station and the draft of the agreement for the WPCF Improvement Project. Mr. Prior stated he will email dates to the Clerk to schedule the meeting. President McIlroy stated there are several events which take place near the construction site and requested the equipment be kept in a confined area. Mr. Prior stated fencing will be placed around the site.

Update 04/15/15: At the Special Meeting on April 7, 2015, the Board requested GHD to research the option of using natural gas instead of propane for the backup generator. Mr. Prior stated he spoke with the railroad regarding crossing their property with a natural gas line which will cost \$800.00 for an application fee and he also spoke with National Grid who is not in favor of crossing the railroad. National Grid prefers to run the natural gas line from State Street and GHD anticipates the cost will be approximately \$10,000.00 compared to \$600.00 to utilize propane. The majority of the Board felt it was more cost effective to have GHD proceed with propane for the backup generator. Mayor Burto feels

competitive bidding needs to take place for the purchase of the backup generator and the proposed configuration is a sole source provider, Gorman Rupp. Mr. Tamblin stated it will be a challenge for them to submit two separate project layouts as they need to be submitted to NYSEFC and NYSDEC for their approval and may delay the project. Ms. Tuttle stated the Gorman Rupp model is a proven design and has been utilized throughout the Route 3 corridor. Ms. Tuttle further stated the sewer treatment operators prefer them and it is more energy efficient. Mayor Burto stated the Board requested the backup generator to be competitively bid back in December 2014. Chairman Astafan asked if the Smith and Lovelace model was less expensive and Mr. Tamblin stated it typically is but the Gorman Rupp model is easier for sewer treatment operators to operate and replacement parts are readily available. Mayor Burto requested GHD to redo the bid specifications so the backup generator can be competitively bid.

Update 05/20/15: Mr. Prior stated the alternative design for the pump station was emailed to the Board and no comments were received therefore, GHD submitted it to NYSEFC. The Board approved Mr. Prior's request to contact Attorney Gebo to obtain temporary construction easements for the Water Street Pump Station project.

Update 06/16/15: Mr. Prior stated they are awaiting NYSDEC's comments and once approval is received the project will be put out to bid. Mr. Prior anticipates breaking ground early next year.

At the May 20, 2015 meeting, Mr. Prior stated GHD has been working at the Plant with employees regarding the Plant design. Mr. Prior expressed GHD updated the project listing form with NYSEFC and submitted the WMBE plan.

Update 06/16/15: Mr. Prior stated we received acceptance from NYSEFC for the engineering agreement for the Plant.

There has been no response in regard to Metro Paper's fine violation and the Board suggested the Clerk follow up with Attorney Gebo.

New Business:

Motion by Trustee Sullivan and seconded by Trustee Latremore authorizing Chairman Astafan and Mayor Burto to sign the following hauler agreements: Pominville Septic Service and Double B Contracting. Motion carried unanimously.

Liaison Reports:

Audit Committee:

None.

Waste Treatment Plant:

None.

Executive Session:

None.

Next Regular Meeting Date:

Wednesday, July 15, 2015 at the Village of West Carthage Municipal Building at 4:00 p.m.

Adjournment:

Motion by Trustee Latremore and seconded by Trustee Smith-Spencer to adjourn at 6:26 p.m. Motion carried unanimously.

Notes taken by Deborah Pierce, WC Clerk/Treasurer.

Respectfully Submitted,

Kristy L. O'Shaughnessy
WPCF Clerk