

WORKSESSION MEETING

MAY 18, 2023

The Board of Trustees held the Worksession Meeting of May 18, 2023 at the Village Municipal Building, 167 North Main Street, Liberty New York. Mayor Joan Stoddard opened the meeting with the Pledge of Allegiance.

PRESENT: Mayor Joan Stoddard, Trustee Ernest Feasel Trustee Eveleese Lake and Trustee Joe Aracci. Also Present: Gary Silver, Attorney for the Village and Judy Zurawski, Clerk/Treasurer.

ABSENT: Deputy Mayor/Trustee Robert Mir

ALSO PRESENT: Police Chief Steven D'Agata, David Ohman (Delaware Engineering), Dan Fagnani (Delaware Engineering) Monty Heimlich, Abraham Weiderman, Town of Liberty Supervisor Frank DeMayo, Jim Gordon, Etta Barbanti, Dan Ratner, Paul Walsh (Thompson Sanitation), Mark Markowski (Thompson Sanitation), Melissa Davidson Corigliano and Dina Townsend Jester.

APPROVAL OF MINUTES: Motion by Trustee Lake, seconded by Trustee Feasel and unanimously carried approving the following minutes:

PUBLIC HEARING - April 27, 2023

Motion by Trustee Lake, seconded by Trustee Feasel and unanimously carried approving the following minutes:

SPECIAL MEETING - April 27, 2023

Motion by Trustee Lake, seconded by Trustee Feasel and unanimously carried approving the following minutes:

REGULAR MEETING - MAY 4, 2023

CORRESPONDENCE: Mayor Stoddard said the Village did not received any correspondence during this time frame.

PUBLIC COMMENT: Mayor Stoddard opened the meeting to Public Comment.

Thompson Sanitation – Paul Walsh

Mr. Paul Walsh discussed the fact that they could begin commercial, residential and recycling pickup in about a two weeks' time frame if the Village decides to privatize.

He explained they are already aware of the routes; they would have an interest in purchasing our trucks and equipment and have the manpower to begin.

The Board asked him to submit a complete proposal, which would include commercial pickups as well as residential and they will review and get back to them.

ETTA BARBANTI AND DAN RATNER (VILLAGE BUSINESS OWNERS/RESIDENTS)

Etta Barbanti and Dan Ratner spoke about the recent asylum seekers that arrived in Liberty (from New York City) to be housed at the Knights Inn. They expressed their concern about the expenses incurred, including feeding them.

Dan Ratner spoke about the contractors that may hire them for cash money for much less than minimum wage, making it hard for the residents to find the work that they need.

Town Supervisor Frank DeMayo said he has been on the phone with Congressman Molinaro office, Senator Oberacker's office, Assemblywoman Gunther and New York City Mayor Adam's office.

The Board said they will keep the public informed thru their website and social media.

MELISSA DAVIDSON CORIGILIANO – CATSKILL MOUNTAIN SPA

Melissa asked if any progress is being made regarding the people that loiter in the park on a daily basis.

Supervisor DeMayo said things are in the works and that **Liberty Rising** will be committing time to helping revitalize the park, which will include work to fix it up and signage that includes **HOURS** and **NO SMOKING - NO VAPING**.

DINA TOWNSEND – LIBERTY LYONS

Dina said that she is an active member of the Liberty Lyons and that they are committed to working with **Liberty Rising** and helping with the purchase of materials to reenergize the park. She said they hope to get BOCES and other organizations involved with the project.

SUPERVISOR FRANK DEMAYO

Supervisor DeMayo said he will see if Abraham Mizrahi can attend the next Board meeting and share his vision for Main Street, as well as discuss his plan for parking and garbage.

Supervisor DeMayo, Mayor Stoddard and Trustee Lake set up a meeting on Friday, June 26th at Creekside Park to formulate some committee plans.

TABLED DELAWARE ENGINEERING – UPDATE ON PROJECTS BUSINESS:

David Ohman presented the following report:

1. Lily Pond Road Bridge Waterline

- Board Action Required at Tonight’s meeting:
 - Review status/what’s left to do
 - Permanent Watermain Piping 45 Degree Fitting Insulation – Authorize Village Clerk to issue a purchase order to Core & Main for two (2) 45-degree fittings – Quote received 5-18-23

- **Construction Status Update**
 - Leak Investigating/Repair Complete
 - Osterhoudt put a new external gland on dip bell leak on April 20
 - When they started to pressurize the line, they got to 135 psi and a flange on the bridge by the earthquake fitting started to leak.
 - The leak on flange on the bridge was repaired on April 21 day and was successfully pressure tested to 240 PSI.
 - Permanent Watermain into Service
 - Satisfactory pressure test occurred on 4/21 and satisfactory bacteriological testing occurred on 4/26 & 4/27
 - NYS DOH was notified of the satisfactory pressure and bacteriological test results and no issue with placing the permanent watermain in service and the schedule for reinstalling the hydrants on 5/15 is also acceptable.
 - Permanent watermain was put into service on 5/4/23
 - Reinstallation of hydrants and demo and removal of temporary structures/items and site restoration (schedule for week of May 15, 2023/completed this week)
 - Certification of construction (DOH-5025z) will be completed following reinstallation of the hydrants
 - Remaining to be completed includes:
 - Reinstallation of hydrants and demo and removal of temporary structures/items and site restoration. (Scheduled for week of May 15, 2023/may be completed this week)
 - Installation of insulation and embossed aluminum exterior cover system on the flexible coupling/spool pieces/etc. on the bridge crossing by C & K (July – August installation planned)
 - Installation of two exposed 45-degree fittings (by County, pending delivery of new insulation) – need to order insulation kit
 - Removal of extra materials (e.g., 12” DIP fittings/appurtenances and 2 sticks of DIP insulated TR Flex) and delivery to the Village water shop or Lily Pond – being coordinated with the County and Village

- Payments to Vendors & Contractors
- Temporary Watermain Invoices
 - C & M #1 – Temporary Watermain HDPE Pipe = \$2,168.00 - Paid
 - C & M #2 – Temporary Watermain Materials including returned items – \$4,256.98 - Paid
 - Vari-tech – Temporary Watermain HDPE Pipe Vari-Tech PO Approved at 06/02/22 Mtg. - Paid
 - SCDPW Support System and Anchors – **IMA/Invoice Pending**

- Osterhoudt – Temporary Watermain Installation - \$24,715.44 – Paid
- White Cap – Temporary Watermain Frost Blankets = \$377.14 – Paid w/Village CC
- Permanent Watermain Invoices
 - C & M #1 – Permanent Watermain Pipe and Materials = \$32,667.50 - Paid
 - C & M #2 – Permanent Watermain DI Pipe & Materials = \$23,686.40 – Paid
 - C & M #3 – Permanent Watermain Flex Joint = \$14,375.00 – Invoice Paid
 - Sherburne Steel Sales – Permanent Watermain Beam = \$8,425 – Paid
 - **C & K Insulation – Flexible Joint Insulation = \$16,500 – Pending Completion of Work**
 - **C & M #4 – Permanent Watermain 45 degree fitting insulation = \$ - Pending Quotation**

ESTIMATED COST SUMMARY

	April 20, 2022 Bid Results	May 2022 Estimated/Budget Cost	April 2023 Estimated Cost
Temporary Water Main	-		-
<ul style="list-style-type: none"> ● Piping Materials (Village direct purchase) ● C&M Invoice #1 Temporary Watermain HDPE Paid ● C & M Invoice #2 Temporary Watermain Matls Paid ● Vari-tech PO Approved at 06/02/22 Mtg – Paid ● White Cap PO Frost Blankets - Paid 	-	\$15,000	- \$2,168.00 \$4,256.98 \$2,648.00 377.14
<ul style="list-style-type: none"> ● Support System and anchors (SCDPW)(cost pending) 	-	\$25,000	\$ 25,000 (cost pending)
<ul style="list-style-type: none"> ● Fuse and Install Piping Materials & appurtenances, & testing (H. Osterhoudt) - Paid 	-	\$25,000	\$24,715.44
<ul style="list-style-type: none"> ● Misc. Other Cost 	-	TBD	TBD
Permanent Water Main	-		-
<ul style="list-style-type: none"> ● Piping Materials (Village direct purchase) ● C & M Invoice #1 Permanent Watermain Insulated Pipe - Paid ● C & M Invoice # 2 Permanent Watermain DI Materials – Paid ● C & M Invoice #3 Perm Flex Joint – Paid ● C & M Invoice #4 45 Degree Fitting Insulation – Pending Quotation 	-	\$40,506	\$32,667.50 \$23,750.50 \$14,375.00
<ul style="list-style-type: none"> ● Support - Beam (Sherburne SS) – Paid ● C & K Insulation – Flex Joint Insulation – Pending Approval 		\$8,425	\$ 8,425 \$16,500
<ul style="list-style-type: none"> ● Install Piping, Materials & appurtenances, support system and testing (SCDPW) (Cost Pending) 	-	\$25,000	\$25,000 (cost pending)
<ul style="list-style-type: none"> ● Technical oversite and assistance for installation of permanent water main and to resolve issues with leakage testing and disinfection (H. Osterhoudt Excavating Inc., Day Rate During Construction) 	-	\$ 3,500/Day Assume 2 Wks/10 Days \$35,000	\$ 3,500/day Assume 2 ppl,2 Wks/10 Days = \$35,000 (cost pending)
<ul style="list-style-type: none"> ● Permanent water main leakage testing, disinfection and sampling (H. Osterhoudt Excavating Inc., Lump Sum 	-	\$ 5,000	\$ 5,000 (Cost Pending)
<ul style="list-style-type: none"> ● Misc Other Cost 		\$ TBD	\$ TBD
Total Construction Cost	\$259,000	\$ TBD TBD	\$ TBD \$ TBD

Other Miscellaneous Costs			
• Engineering (Delaware Engineering D.P.C.)		TBD	TBD
• Village Attorney (Legal Counsel)		TBD	TBD
Contingency	-	TBD	TBD
	Total	\$ 259,000	\$179,931
	Village Budget	\$ 150,000	\$219,884
	Paid to Date		\$113,384
	ESTIMATED BALANCE TO FINISH		\$106,000

Based on February 2023 discussions with the County, their cost may be less than budgeted above.

2. WWTP Upgrade

Board Action required at tonight's meeting:

- **WWTP Phase 2 Enhanced Sludge Upgrade**
 - **None**
- **WWTP Phase 1**
- **Consider Applications and Certificate for Payment for approval:**
 - **Payment No. 12 from General Contractor – Eastman Associates, Inc. - in the amount of \$299,923.46**
 - **Payment No. from Electrical Contractor – J & J Sass Electric Inc., - No payment application this month**
 - **Payment No. from Plumbing Contractor – Treffeisen – No payment application this month**
 - **Payment No. form HVAC Contractor – Treffeisen – No payment application this month**
- **Consider Change Orders for Approval:**
 - **Change Order No. 6 for the General Contract for various No. 6 for the General Contract for various items**
 - **Change Order No 4 for the Electrical Contract for Sludge Tank Mixer Improvements**
 - **Change Order No 3 for the Plumbing Contract for Polymer Feed System Modifications**
 -

For the Enhanced Sludge Project – Phase 2

- **Focus is on getting WIIA grant application package prepared and submitted to NYSEFC by June 16 and the SRF funding submitted by July 28, 2023**
- **Supplemental Bond Resolution items**
 - **Process now complete with no issues**
 - **Board approved Bond Resolution on March 16, 2023**
 - **Notice of Adoption of the Bond Resolution was published on 3/24/2023**
 - **Legal Notice of Estoppel was published 4/18/2023**
 - **Items sent to Bond Counsel by Judy**
- **Preliminary Engineering Report Amendment**
 - **Working on a PER (Preliminary Engineering Report) Amendment to increase the cost of the Phase 2 project from \$7.1M to \$9.9M including Phase 2 and Septate Receiving (which we plan to include as a bid alternate), and update the schedule and associated items.**
 - **We plan to have this ready for the Village to review at the June 1 meeting and Village can adopt a resolution authorizing the signing of the Grant Application and certifying that the information being submitted are true, correct and complete to the best of the signatory's knowledge.**

- **Clean Water State Revolving Fund (CWSRF) Funding Submittal – also covers BIL funding request:**
 - All items need to be in by June 16, 2023 for projects that want to receive financing under FFY 2023 IUP
 - Revised/Amended PER – in progress
 - PLUS IUP Listing update and smart growth assessment – in process
 - New SRF financing application financing – in progress (not technically required until the July 28 WIIA deadline but plan to submit by June 16)
 - BIL funding requirements/forms/boxes? (not defined yet)
 - WIIA Grant Funding (25% grant)
 - Application materials were made available on May 3 and applications are due in by July 28, 2023 for projects eligible to receive SRF financing during the FFY 2024 IUP
 - Required submittals include:
 - Revised/Amended PER – in pro
 - Supplemental Bond Resolution – process complete
 - New WIIA application form – in process, updating budget and schedule
 - Environmental Review (SEQR) – we will include previous info
 - SHPO Project Determination – we will include previous info
- **Update/Review of Project Progress for Phase 1 WWTP Upgrade:**
- **Construction Schedule**
- **Completion Date: All WWTP Upgrade work planned to be substantially and fully complete and operational by August 2023 and wrapped up by October 2023 - construction has pushed 3 – 4 months beyond originally planned duration.**

CONSTRUCTION CONTRACTS

▪ **Summary of Contractor Work**

General- Eastman Associates, Inc. (Contract No. VL1-G-21-General Construction)

- Control Building, Influent Building & Sludge Building Improvements
 - Brick pointing may require additional attention
 - Brick cleaning may require additional attention
 - Painting of building façade – Pending
 - New roof installation – **Mobilization – week of May 8, 2023, start work week of May 15th**
- Influent Chanel Process Improvements
 - Grit Tank Work (screen, collector, gates, diffusers)
 - Grit – Grit Classifier, start startup (1 – Unit Complete), installation on 2nd grit collector screw in progress punch list items open
 - Gates – Complete
 - Mechanical Screen – Complete, punch list items open
- Grit Blowers (2) – Complete
- Influent Area Utility Mark out – Work Complete by J & J Sass Utility Location Services Subcontractor, Eastman Associates to maintain markings during project
- Influent Building Process Improvements

- Stormwater Tank Recirculation Pump – Complete
- Stormwater Tank Pumps (2) – Complete
- Other Work (e.g process pumps and piping, etc.) - Pending
- Secondary Clarifier Process Improvement
 - Valve Replacement – Complete
 - Clarifier Tank Repair – Complete
 - Clarifier Equipment Painting – Complete
 - Clarifier Equipment Installation – Work Complete
 - New Grating Installation – Ongoing
 - Existing Clarifier Improvements - Complete
 - Site restoration – Pending
- Sludge Building Process Improvements
 - PAC Tank installed, piping and controls – Ongoing
 - Eastman continues to work with Village Staff to maintain WWTP treatment process until chemical feed system is complete
 - RAS Pump #2 Installed – **Electrical Connection (temporary)**
 - RAS Pump #3 Installed – **Electrical Connection (temporary)**
 - RAS Pump #1 Pad (pump, pad & valves) – Pads, Valves complete, **Electrical Connection (temporary)**
 - RAS Pump Control Panel – **Panel installed, startup scheduled in 2 weeks**
 - Effluent water system feed (for future/Phase 2) – **Work Complete**
 - NPW Pumps (2) – **Pending (Pumps and CP on site)**
 - WAS Pumps (2) – **Concrete pad work started, installation pending belt press**
 - Post Aeration Blowers – **Blowers & piping complete, startup pending power completion**
 - Belt Filter Press – **Delivery anticipated first week of July**
- Stormwater Retention Basin Improvement – **Work Complete**
- Oxidation Ditch 1 Improvements
 - VFD Commissioning – **VFD Installed in enclosure, terminations pending**
 - Other work
- New Electrical Building
 - Floor Slab – **Work Complete**
 - Siding – **Mostly Complete**
 - Interior finished – **Work Complete**
 - Access landing grating & railings – **Work Complete**
 - Roof installed, flashing & trim work - **Pending**
- Post Aeration Tanks (complete work by May 1, 2023 for SPDES compliance)
 - Gates – **Work Complete**
 - Air System – **Work Complete**
- SCADA & Instrumentation
 - VFD's – **All Onsite & installed**
 - Instruments – **90% of instruments onsite**

- SCADA components and start up – **Planned to be done August 31, 2023**
- Site Work
 - Control Building PVC roof drain piping – **Work Complete**
 - Influent Area Utility Mark out – **Work Complete, Eastman Associates to maintain markings during project**
 - Sludge Building PVC roof drain piping – **Work Complete**
 - Generator Pipe Bollards – **Coordinate installation with EC for generator delivery**
 - **Site Restoration - Ongoing**
- Yard Piping
 - Influent Area – 1” copper water line – **Work Complete**

Electrical Contract – J & J Sass Electric (Contract No, VL1-E-21-Electrical Construction)

- New Electric Building
 - Layout, sleeves and grounding grid
 - Power up temporary facilities
 - **New service is powered up, equipment vendor startup pending**
 - Installing under slab conduits – **Work Complete**
 - **New electrical power panels – Installed week of 4-10-23**
 - New generator transfer switch – **Ongoing, to be completed at generator delivery – September 21 delivery planned**
 - **Provide temporary E-Power for new electric service – Pending**
 - New Generator – **Delivery anticipated week of September 21**
- Control Building
 - Install new outlets, switches, wiring, lighting and conduits - **Ongoing**
- Influent Building
 - Installing conduits for duct bank connection to buildings – **Work Complete**
 - Layout of new panel locations for new conduits – **Work Complete**
 - Installed new power panel – **Ongoing**
 - Installing new lighting – **Ongoing, 80% complete**
 - Sludge Building Service upgrade (CO#3) galv. Conduits – **Work Complete**
 - Installing conduits for equipment – **Ongoing, 90% complete**
 - Installing conduits for SCADA – **Ongoing, 80% complete**
- Sludge Building
 - Blower Room – Lights & Heating conduit – **Ongoing, 80% complete**
 - Post Air Blowers – **Complete; startup pending blower power completion**
 - Installing conduits for equipment – **Ongoing**
 - Installing conduits for SCADA - **Ongoing**
- Oxidation Ditch
 - Install new conduits & conductors to Ox Ditch mixers and CPs – **Work Complete**
- Secondary Clarifier – **Connected with temporary power**

- Site Work
 - New underground duct bank, layout complete, installation – **Work Complete**
- New disconnect, four (4) received, **tentative/anticipated delivery date is July.**

Plumbing Contract – A. Treffeisen & Son, LLC. (Contract No, VL1-P-21 – Plumbing Construction

- Not onsite
- Sludge Building Water Service – **Work Complete**
- Control Building Kitchenet – **Work Complete**

HVAC Contract – A. Treffeisen & Son, LLC (Contract No. VL1-H-21 – HVAC Construction)

- Not onsite
 - Provide schedule for new roof curbs (GC anticipates roof installation to start May 2023)
 - Control Building heaters – **Ongoing**
 - Electrical Building HVAC - **Ongoing**
 - Influent Building heater installation (1) – **Work Complete**
 - Sludge Building heater installation (2) – **Ongoing, one heater installed, temporary power**
- **NYSEFC Additional Funding**
 - The NYSEFC Closed on the PFA for the additional funding up to \$9.4M on 6/30/22
 - No further actions required....all set until long term closing
- **Payment Requests:**
 - **Contract No. VL1-G-21 – General Construction**
 - **Application and Certificate for Payment No. 13**
 - **The full application package provided to the Village Clerk under separate cover.**
 - We have reviewed the Payment Application from Eastman Associates, Inc. the contractor for the subject project, for the period of April 1, 2023 through April 30, 2023 in the amount of \$299,923.46 for partial payment for Influent Channel Demolition, Piping, Concrete and Miscellaneous Metal Work, purchase and installation of new screw conveyors, Influent Building Demolition and Piping, installation of storm water basin retention pumps, Oxidation Ditch Demolition work, Secondary Clarifier equipment Installation, piping, value, painting, miscellaneous metal, and repair work sludge recycle pump installation, Post Aeration Tank Bubble Aerator Installation, piping and miscellaneous metal work, siding and trim work at the new electrical room and winter weather allowance work.
 - The total cost to date of \$3,309,301.09 equates to 62% of the contract price with a balance to finish, including retainage of \$2,056,611.73.
 - We agree with the level of work completed to date and the costs presented therein. As such, we recommend that the Village resolve

to authorize the Village Clerk to proceed to process Payment Application No. 13, to General Contract No. VL1-G-21 for Eastman Associates, Inc. for the period of April 1, 2023 through April 30, 2023 in the amount of \$299,923.46, as requested by the contractor, including submittal of the payment request to NYSEFC for reimbursement, understanding that payment to the contractor will be made following receipt of reimbursement from NYSEFC.

- **Therefore, should the Village agree with our recommendation, then we recommend the following:**
- **The Village hereby resolves to authorize the Village Clerk to proceed to process Payment Application No. 13 to General Contract No. VL1-G-21 for Eastman Associates, Inc. for the period of April 1, 2023 through April 31, 2023, in the amount of \$299,923.46, as requested by the contractor, including submittal of the payment request to NYSEFC for reimbursement, understanding that payment to the contractor will be made following receipt of reimbursement from NYSEFC.**
- **Contract No. VL1-E-21 – Electrical Construction**
 - Application and Certificate for Payment No. 7
 - At the April 20 meeting the Village resolved to authorize the Village Clerk to proceed to process Payment Application No. 7 for Electrical Contract No. VL1-E-21 to J & J Sass Electric Inc., for the period of March 1 through March 31, 2023, in the amount of \$135,356.57, as requested by the contractor, including submittal of the payment request to NYSEFC for reimbursement understanding that payment to the contractor will be made following receipt of reimbursement from NYSEFC.
 - No Application and Certificate for payment this month
- **Contract No. VL1-P-21 – Plumbing Construction**
 - Application and Certificate for Payment No. 5
 - At the March 16 meeting Village resolved to authorize the Village Clerk to process Payment Application No. 5 to Plumbing Contract No. VL1-P-21 for A. Treffeison and Sons, LLC. for the period of February 1, 2023 through February 28, 2023, in the amount of \$24,015.62 as requested by the Contractor, including submittal of the payment request to NYSEFC for reimbursement understanding that payment to the contractor will be made following receipt of reimbursement from NYSEFC.
 - No application and Certificate for Payment this month
- **Contract No. VL1-HV-21 – HVAC Construction**
 - Application and Certificate for Payment No. 8
 - At the April 20 meeting Village resolved to authorize the Village Clerk to process Payment Application No. 8 for HVAC Contract No. VL1-HV-21 to A. Treffeison and Sons, LLC. for the period of March 1, 2023 through March 31, 2023, in the amount of \$4,113.50 as requested by the Contractor, including submittal of the payment request to NYSEFC for reimbursement understanding that payment to the contractor will be made following receipt of reimbursement from NYSEFC.
 - No application and Certificate for Payment this month
- **Change Orders**
 - **Contract No. VL1-G-21 – General Construction**
 - **Change Order No. 1 – Add Bid Alternate Belt Filter Press work**
 - Totaling \$763,000
 - Change Order sent to NYSEFC for approval on 3/1/22
 - Approved by NYSEFC on 6.24.22

- **Change Order No. 2** – Update Davis Bacon Wage Rates
 - No Cost Change
 - Approved by NYSEFC on 6.24.22
- **Change Order No. 3**
 - Totaling \$48,730.65 for:
 - Item 1 – Influent Building Grit Holding Area Unforeseen Conditions, Item 2 – Stormwater Pump Piping Modifications
 - Item 3 - WAS –Piping Modifications and Item 4 – NPW Supply Piping
 - Approved by NYSEFC on 9/21/22
- **Change Order No. 4**
 - Totaling \$23,882.17 for:
 - Item 1 – Post Aeration Blower Piping, Item 2 – Emergency Generator Bollards
 - Item 2 – WAS Piping Modifications, and Item 4 – NPW Supply Piping
 - Approved by NYSEFC on 11/30/22
- **Change Order No. 5**
 - At the April 20 meeting the Village Board resolved to authorize the Mayor to execute Change Order No. 5 for Contract No. VL1-G-21, for additional roofing costs based on the scope and costs represented in the 2/1/23 & 2/28.23 change proposals from Eastman Associates Inc. in the total amount of \$57,730, which will increase the contract cost to \$5,423,642.82.
- **Change Order No. 6 – Various Items**
 - The full change order package has been provided to the Village Clerk under separate cover. The change includes a minor scope adjustments and number of cost and credits and will result in a cost increase of \$6,636.84.
 - A summary of the changes is as follows:
 - Change Order Attachment 2, are seven change request documents (CR-8, CR-11, CR-12, CR-14, CR-15, CR-16 & CR-17) provided by the general contractor and document the cost associated with each of these proposed project changes.
 - Attachment 3, is contractor documentation for tank cleaning completed on a Time and Materials basis. The total cost for this work was \$26,816.33
 - Attachment 4, is contractor documentation for work to install an additional Butterfly Valve on the grit blower discharge line. The total cost for this work was \$830.28
 - Attachment 5, is contractor documentation for additional work needed to extend the new skimmer arm in the clarifier tank to allow the clarifier equipment to function properly. The total cost for this work was \$7,723.39
 - Attachment 6 is contractor documentation for repair work completed to the secondary clarifier tank. The contract included a \$7,500 allowance for secondary clarifier tank repair. However, the cost of tank repair work exceeded the allowance.

The total cost for this work, beyond the allowance, was \$2,290.32.

- Bid Item #3.02 involves an allowance for potential miscellaneous work and cleaning work at the existing utility building. This work was completed by the Village prior to contract award and is no longer needed as part of the project. The total value of this bid item is, therefore, being deducted from the contract and will be credited to the project contingency.
- Bid Item #18.01 & #18.02 involves installation of a new metal roof system, including demolition of the existing roof and new soffit and roofing, on the existing office building. This work was completed by the Village prior to contract award and is no longer needed as part of the project. The total value of this bid item is, therefore, being deducted from the contract and will be credited to the project contingency.
- Bid Item #20.01 involves an allowance for added costs for work during winter months. This allowance had a pre-defined value of \$30,000 for this project. To date, \$18,210.32 has been billed by the contractor for costs associated with work during this past winter. This leaves \$11,789.68 in remaining funds under this bid item. It is not anticipated that any more costs associated with work during winter months will be incurred during this project. The remaining value of this bid items is, therefore, being deducted from the contract and will be credited to the project contingency.
- The items covered by this change order are summarized below:

○ Bid Item #3.02 – Utility Building Allowance	-\$ 7,500.00
○ Bid Item #18.01 & #18.02 – Office Building Roof Modification Credit	-\$29,560.00
○ Bid Item #20.01 – Winter Weather Work Allowance Credit	-\$11,789.68
○ CR-8 – Value Credit: Two (2) 4” BFVs and two (2) check values	-\$ 7,068.89
○ T & M Costs for Tank Cleaning Work	+\$26,816.33
○ Additional BFV on grit blower discharge line	+\$ 830.28
○ Bid Item #11.01 – Clarifier #1 New Skimmer Arm Extension	+\$ 7,723.39
○ Bid Item #11.03 – Secondary Clarifier Tank Repair Allowance Overrun	+\$ 2,390.32
○ CR-11 – Door Hinge Changes: Change from (6) 4” hinges to (9) 6” hinges and replace window insert	+\$ 845.00
▪ CR-12 – RAS Panel Modifications & Additional 12” Pipe Supports and Hardware at Stormwater Basin	+\$ 3,623.90
▪ CR-14 Post Aeration Tank Piping Changes: Install new 4” SS pipes, fittings and supports in post aeration tank	+\$ 6,157.91
▪ CR-15- Access Panel Changes: Five (5) 10” x 10” ceiling access panel =	+\$ 1,495.00
▪ CR-16 – RAID 5: RAID 5 for two (2) SCADA Computer and one (1) additional monitor =	+\$ 1,521.45
▪ CR-17 – Float and SCADA Changes: Five (5) floats with 40’ of cable, mounting brackets, five (5) HOA switches, and additional SCADA programming	+\$11,151.83
Change Order 6 Net Cost Change Total =	\$6,636.84

- All funds to cover this change will come from the project contingency. The budgeted contingency was equal to \$701,962.03. Including this Change Order, all change orders to date and all change orders currently pending are equal to

\$195,176.17 and the remaining available contingency funds following this and all other pending changes would be \$506,785.86.

- If the Village finds the change acceptable, and agrees to authorize this proposed cost change, we recommend that the Village Board resolve to:
- **Authorize the Mayor to execute Change No. 6 for Contract VL1-G-21, based on the scope and costs represented in the various change proposals from Eastman Associates, Inc., in the total amount equal to \$6,636.84, which will increase the contract price to \$5,430,279.66.**
- Possible/Pending Change Order(s)
 - Aluminum Grating
 - Credit for grating shown on the Influent Channel that is not needed
 - Add for grating not shown RAS Well near sludge Building that is needed
 - Overall credit
 - Chemical Storage Tank Pad Credit
 - MCC-C & MCC-D, 120V Panel, 480 Panel, & UV panel Demo
 - Belt Press drain repair

Contract No. VL1-E-21 – Electrical Construction

- **Change Order No. 1 – Add Bid Alternate Belt Filter Press Work**
 - Totaling \$96,000
 - Approved on 6.24.22 by NYSEFC
- **Change Order No. 2 – Update Davis Bacon Wage Rates**
 - No cost change
 - Approved by NYSEFC on 6.24.22
- **Change Order No. 3 – 600A Service Upgrade for the Sludge Building**
 - Totaling \$18,306
 - Approved by NYSEFC on 11/30/22
- **Change Order No. 4 – Sludge Tank Mixer Improvements**
 - **The full change order package has been provided to the Village Clerk under separate cover**
 - A copy of the CO form for WWTP Electrical Contract No. VL1-E-21 for J & J Sass – Change Order No. 4 – Sludge Tank Mixer Improvements
 - **This change will add, to the electrical contractor’s scope of work, installation of three (30 additional NEMA 4X local disconnects at the Sludge Tanks, NEMA 12 contractors, breakers for the new electrical panel.**
 - **These items become necessary in this phase as Phase 2 didn’t move forward as expected, and Phase 2 is currently on hold until additional funding has been secured.**
 - **If these changes are acceptable, EC Change Order No. 4 will result in a \$22,677.00 increase to the base contract price and a revised contract price of \$1,911,938.00 (previous contract price of \$1,889,306 plus \$22,677.00 for Change Order No. 4)**
 - **We have reviewed these changes with EFC, and have said it will be eligible for funding.**
 - **All funds to cover this change will come from the project contingency.**
 - **The budgeted contingency was equal to \$701,962.03. Including this EC Change Order, all change orders to date (excluding the belt press change order) and all change orders currently pending are equal to \$195,176.17 and the**

remaining available contingency funds following this and all other pending changes would be \$506,785.86.

- If the Village finds the enclosed acceptable, and agrees to this proposed cost increase, we recommend that the Village Board resolve to:
 - Authorize the Mayor to execute Change Order No. 4 – Sludge Tank Mixer Improvement, for Contract No. VL1-E-21, in accordance with the scope and costs of the change proposal dated May 11, 2023 by J & J Sass, in the total amount of \$22,677.00, which will increase the cost of the contract to \$1,911,983.00 (previous contract amount of \$1,889,36 plus \$22,677.00)
- Pending Change Orders(s)
 - Temporary Power
 - Garage Heater wiring (Village Direct Purchase from Treffeisen)
 - Miscellaneous work for code violations and additional work due to supply chain issues

Contract No. VL1-P-21 – Plumbing Construction

- **Change Order No. 1 – Update Davis Bacon Wage Rates**
 - No Cost Change
 - Approved on 6.24.22 by NYSEFC
- **Change Order No. 2 – Influent and Sludge Building’s PRVs**
 - Totaling \$5,689
 - Approved on 09/23/22 by NYSEFC
- **Change Order No. 3 – Polymer Feed System Modifications**
 - The full change order package has been provided to the Village Clerk under separate cover
 - A copy of the change order form for WWTP Plumbing Contract No. VL1-P-21 for Treffeisen – Change Order No. 3 – Polymer Feed System Modifications
 - This change will add, to the plumbing contractor’s scope of work, to provide a larger water line to the inlet of the polymer feed, with an additional isolation valve, and additional vacuum breaks on polymer feed systems with requisite piping and appurtenances.
 - If this change is acceptable, Change Order No. 3 will result in a \$3,135.77 increase to the contract for a revised contract price of \$118,625.37 (previous contract price of \$115,489.60, plus \$3,135.77 for Change Order No. 3)
 - We have reviewed this change with EFC, and have been informed this work is eligible for funding under the project.
 - All funds to cover this change will come from the project contingency. Including this plumbing Contract Change Order, all change orders to date (excluding the belt press change order), and all change orders currently pending, having a total cost equal to \$195,176.17, and remaining available contingency funds following this and all other pending changes would be \$506,785.86.
 - If the Village agrees to this proposed cost increase, we recommend that the Village Board resolve to:
 - Authorize the Mayor to execute Change Order No. 3 for Contract No. VL1-P-21, for Polymer Feed System

Modifications based on the scope and costs represented in the 4/11/23 change proposals from A. Treffeisen & Sons, LLC in the total amount of \$3,135.77, which will increase the contract cost to \$1118, 625.37.

Contract No. VL1-HV-21 – HVAC Construction

- **Change Order No. 1** – Update Davis Bacon Wage Rates
 - No cost change
 - Approved on 6.24.22 by NYSEFC
- **Change Order No 2 – New Sludge Building Exhaust Fan & New Control; Building Garage Utility Heater**
 - Item 1 – New Sludge Building Exhaust Fan
 - Totaling \$8,387.78
 - Approved by NYSEFC on 11/30/22
- **No New Change Orders this month**
- **Pending Change Orders(s)**
 - None

Village Direct Purchase

- **Cable Internet (Spectrum) to WWTP**
 - **We received a revised quote this week from Spectrum to provide Coaxial internet service required for the CADA system needs – to replace slow landline and dial up; Per Mark – recommend continues use of current Verizon phone line for the phone.**
 - **Revised quote = \$39,119.48 – less than \$46,079.51 that the Board approved for Village PO at the April 2023 meeting. Monthly internet change will be about \$173/month.**
 - The Spectrum rep advised that the quote was based on a site survey but cannot provide us with technical information about the type of installation (routing, extent of above ground or underground, etc.) – that will be forthcoming once a project engineering has been assigned.
 - That is, once Agreement is signed, Spectrum will assign a project engineer and anticipates 14 days to provide an installation schedule. Time frame for installation is unknown.
 - Since this is needed for proper monitoring of the new SCADA system and future plant operations, **we recommend that the Board authorize the Village Clerk to issue a PO to cover the construction cost for Spectrum to provide coaxial cable to the WWTP in the amount of \$39,119.48.**
 - We will continue to work with Judy and Spectrum to proceed with Purchase Order.
- **Potential Work that may be able to be completed with remaining contingency (+/- \$505K)**
 - We will continue to refine the list of work and plan to have it to the Board at the next meeting – likely June 1 meeting; some items on the list:
 - Mechanical Screen - \$250,000 – desired by the WWTP to provide a second screen in place of the bypass manually cleaned bar rack
 - Additional Engineering During Construction & Onsite Observation due to extended duration of construction and Phase 2 not moving forward
 - Paving – up to \$600,000

- Other
 - **Monthly Construction Meeting**
 - The latest monthly construction meeting was held on site on 05.10.23 with the prime contractors, Delaware and Village Staff.
- 2. Engineering During Construction**
- Continuing to receive and process material and equipment submittals, and application for payment
 - **On-Site Construction and Observation Services**
 - Full time services continuing, when contractors are onsite
 - Excerpt from the Revised Anticipated Project – **project has pushed about 1 month since last month and about 3 – 4 months beyond the planned schedule**

February 21, 2022	Supplemental Bond Resolution becomes effective (20 days from Publication)
February – March 2022	Issue Notice of Award, and prepare execution copies of contract, and issue Notice to Proceed March 23, 2022 – Pre-Construction meeting
March 2022 – August 2023	Construction to Substantial Completion (Eastman Schedule shows 8/31/23, General delivery has been pushed to 9.21)
September 2023	Construction Completion (Final) and Project Closeout
November 2023	Long Term Loan Closing

- **Document Collection**
 - **Nothing new this month**
 - The document Collection Form, and requested documents were uploaded on January 17, 2023 (ahead of the January 20, 2023 deadline).
 - On February 13, 2023 NYSEFC provided notice that, project documents were reviewed and no follow-up actions are recommended.
- **Professional Services Contracts**
- **Nothing new this month**

WWTP Upgrade Project

 - Since Construction schedule has pushed put a few months. We will be reviewing costs to date and will come up with an amendment with what we believe will be needed to make it to the end beyond the current budgets.
 - This would come out of project contingency
 - At the November 5, 2020 meeting, the Village Board resolved to authorize the Mayor to endorse Professional Services Contract Amendment No. 1, to the design through construction contract for the Village WWTP upgrade to be financed through NYSEFC, dated October 28, 2020, associated with revisions to the Original Phase 1 Engineering Report, to initially include and then remove enhanced sludge processing and related work from the original report, in an amount not to exceed \$40,000. Accepted by the Board and forwarded to NYSEFC on November 9, 2020. NYSEFC indicated in early-December 2020 that they would review it.

- NYSEFC approved this amendment on 3/8/22
- Need to modify our contract and costs to include the Grit Pump work and possibly to add belt press to Phase 1 (design, CA & CI) – Will look to do this after closing on short term loan since costs will come out of contingency since financing cost is capped at \$9.4 M.

Phase 2 Sludge Handling WWTP Upgrade Project

- Nothing new to report this month
- Contract amendment or new contract will need to be prepared to cover PER modifications and design through construction phase work. Village could follow RFQ process to allow for funding under SRF rather than just using WIIA Fund.
- Historic Info:
 - On hold until a plan forward can be agreed to now that WIIA funding has been denied for Phase 2
 - At the October 15, 2020 meeting, the Village Board resolved to authorize the Mayor to endorse the Professional Services Contract for Planning phase work in the amount not to exceed \$24,900. Accepted by the Board and forwarded to NYSEFC on October 21, 2020.
 - Based on the Feb 24, 2021 call with NYSEFC, NYSEFC will not be approving this in the near term as there is no Project Financing Agreement in place and the project will now be on hold.
 - When the Village decides to move forward with some or all of Phase 2, Delaware will submit engineering services contact amendment for design through construction services, following the Announcement of NYSEFC WIIA Grant Awards, if the grant application is successful.
 - **NYSDEC WWTP Upgrade Reviewed/Updated SPDES/Permit Review Meeting**
 - **DEC would like to have a meeting with Delaware Engineering to discuss the upgrade project at the Village of Liberty WWTF.**
 - The purpose of the meeting will be to get a full understanding of the planned upgrade at the facility and to coordinate the work with the reviewed/updated SPDES permit to come.
 - **What are some dates that would work for Joan & WWTP Staff to meet with Delaware Engineering and NYSDEC?**

3. Elm Street Wellfield/Electrical Improvements

- Nothing new to report this month – on hold

4. Rail Trail Area Culvert Drainage/Blockage

- **Board Action Required at Tonight's meeting:**
 - **Action for Local funds and SEQR Resolutions**
- **2023 CDBG Application**
 - Consolidated Funding Application (CFA) announced on May 15, 2023 – round opens May 1st with applications due July 28th Our guess is that CFA round will open May 1st with applications due July 28th
 - The engineering RFQ process from last year is still valid
 - We are currently revising the Engineering Report to address exit interview comments, update the schedule, etc. – reviewing with Mark Blauer
 - Public Hearing was held on April 6, 2023

- **Mark Blauer recommends that the Board review and act on the resolutions related to Commitment to Provide Assistance to Low and Moderate Income Persons to Connect to the Village Sanitary Sewer Systems, SEQRA & Local Funding commitment**
 - **Per Mark, the LMI assistance resolution is necessary to satisfy OCR and to provide a higher point score. We made a similar statement last year in the application citing ARPA as the source of funds, if necessary to assist LMI connections. OCR exit interview comment was that ARPA will sunset and they wanted a more durable commitment.**
 - **The Local funding commitment at \$49,000 is the same as the last two or three applications**
 - **SEQR is the same as all previous applications**
- **Hazard Mitigation Grant Program (HMGP) – FEMA & Dept. of Homeland Security**
 - **Nothing new this month**
 - All information submitted in July 2022.
 - DHSES informed the Village that sub application appeared to meet all the requirements and that it was forwarded to the Federal Emergency Management Agency (FEMA) for review.
 - No action required at this time

5. DPW Site Groundwater Monitoring/DPW Garage Site Remediation

- **Nothing new this month; next sampling will be in June**
- Based on sampling results still seeing values near garage indicating contamination remains
- March 2023 sampling report indicated levels nearly the same as in December 222 for MW-22B & MW-22A (near the garage) and significantly lower for MW-8 (closer to the well) slightly lower than September 2022 for the MW-22B & MW-22A and slightly higher for MW-8
- Next sampling to be conducted in June 2023

6. NYSDOH Water System Inspection/Cross Connection Control Program

- **Delaware will submit a draft soon for Village Board, Village Code & Village Attorney Review**
- A digital version of the Village's response to the December 9, 2021 NYSDOH Water Supply Inspection Letter regarding the Cross Connection Control Program was submitted on February 4, 2022 and included the plan forward.
- No word back from NYSDOH to date. We plan to continue to move ahead with the CCP plan document per the below listed:
 1. Update the list of water users who are believed to be subject to this program (on-going)
 2. Develop a draft cross connection control program document utilizing system information, current codes and reference documents (target date June 2022)
 3. Provide a draft document for Village Board, Village Code, Village Attorney review and receive feedback (July 2022)
 4. Provide Village reviewed documents to NYSDOH – Monticello District Office for review and comment (target date August 2022)
 5. Address NYSDOH comments and recirculate to Village for final review (target date September 2022)
 6. Work through modifying the local law and code to include CCCP requirements (September – December 2022)

7. Forward final document to NYSDH – Monticello District Office (target date January 2023)
8. Village adopts program (January 2023)

7. WWTP SDPES Permit

- On January 23, 2023 the Village received notice that NYSDEC has reviewed the NY-2A application, and that there are some items that either are missing or need further clarification, and provided a Notice of Incomplete Application detailing the deficient items, including minor comments on the Application Form and sampling information.
- Delaware reviewed the comments, developed draft responses pending collection of missing information. NYSDEC has reviewed the draft responses and plan forward and determine it to be acceptable.
- We reviewed the latest sampling result and determined that some sampling needs to be redone for Acid-Extractable Compounds and Base Neutral Compounds using noted acceptable EPA methods, working on with Village and laboratory.
- **On April 17, 2023 we provided the laboratory with a package indicating what sampling is a required and required testing method.**
- The only other outstanding piece of missing information is the following and is related to Pepsico to determine/confirm that they are a Significant Industrial User (SIU). We will be filling out the NY2A form indicating that Pepsico is anticipated to be a SIU and block related to complying with SIU issues will be added to the permit.
 - **Meeting will be scheduled with Pepsico (Walter) and Mark Kellam to discuss SIU**
- What does the Village need to do to confirm that Pepsico is an SIU?
 - Meet with Pepsico - Pending
 - Conduct additional sampling and monitoring
 - Summarize and compare against current Village Code and a Guidance for Identification of Significant Industrial Users, NYDEC 1989
 - We are not sure of the timeline to determine SIU status (NYSDEC wants NY-2A ASAP)

8. PepsiCo

- Meeting will be scheduled with Pepsico (Walter) and Mark Kellam to discuss SIU
- Based on the November 2022 sampling results and the Sewer use code, Pepsico at present is a Significant Industrial User and we need to respond to Item 7. WWTP SDPES Permit.
- Need to identify who we/Village can call to have a meeting to understand their plans forward to become an SIU and to see what plans they may be considering to reduce WW strength to meet the code requirements for an SIU and if they will now or have plans to discharge > 25,000 gallons per day on average.
- Wastewater sampling conducted in November 2023 – received from Mark Kellam from PepsiCo
- BOD5=8110m mg/1, COD = 11,700 mg/1, TSS 404 mg/1, pH 4.8, FOG = 54 mg/1
- This analysis is Part of PepsiCo's ongoing efforts to design and implement an engineering solution for their waste management. This may include future wastewater treatment. The entire scope of the project is still being assessed. PepsiCo will be continuing to do analysis like this to further characterize their wastewater in the coming months.
- What are the plans for the facility?
- Will there be more buildings?
- More water needed or wastewater discharged?
- Reviewing discharge data with WWTP staff

9. **Town of Liberty Economic Development Water and Sewer Infrastructure Capacity Planning Study**

- **Delaware working on a draft of this report**
- **Delaware will follow up with additional information needs with the Village**
 - **Need budget and rate information from 2022-23 and planned 2023-24**
- **Planning a site visit of Lily Pond WTP today**
- Held a kick off meeting with Town on November 14, 2022
- Met at Village Hall on February 7 with Village (Mayor Joan, Judy, Lynn Barry, Dave Harman and Mark Kellam) and Town (Supervisor DeMayo and Dean Farrand) with the focus on Village infrastructure and needs.
- Meeting notes were sent to the Town and Village on 3/14
- Delaware is working on a DRAFT of this report
- Delaware will follow up with additional information needs with the Village
 - **Need budget and rate information from 2022-23 and planned for 2023-24**
- **Planning a site visit of Lily Pond WTP – will happened soon**
- Will involve planning staff as well as Town and Village water and sewer staff
- At the September 6, 2022 meeting the Board authorized the Town Supervisor to endorse the Economic Development Water and Sewer Infrastructure Capacity Planning Study, dated August 15, 2022 to conduct:
 - Economic Development Water and Sewer Infrastructure Capacity Planning Study
 - Update to Parksville Sewer Service Alternatives Study
 - Select Grant Writing

10. **NYS DOH – Water Supply Emergency Response Plans Update**

- Nothing new this month
- The Village received notice on September 30, 2022 from NYSDOH that they need to provide Water Supply Emergency Response Plans Updates.
- This is a generic letter reminding the Village that the Emergency Response Plan and Vulnerability Assessment must be kept up to date and that every 5 years needs to be submitted to the commissioner for review, and provides other generic information about other relevant requirements.
- There are some things that the Village will need to do to comply with the requirements in letter, but nothing that required immediate attention.
- The “small systems” templates that the Village’s ERP and VA are based have been revised to meet regulatory requirements and systems wishing to continue small systems templates must use the 2022 version. We will have to extract the information from the Village’s current ERP and VA, and update the new template.
- There are a few new sections in the templates that will require new information (e.g., pandemics and supply chain shortages, strategies to detect malevolent acts or natural hazards that threaten system security and resilience, water sampling data tables, etc.).
- There aren’t any specific deadlines, but we will plan to work with the Village over the next few weeks to convert to the new templates, update the information and fill in any new or missing information.
- **We will work with the Village to update these**

11. **USEPA Administrative Order on water system ERP and RRA**

- Nothing new this month
- The Village received an email from the USEPA regarding Certification of the Water System Emergency Response Plan (ERP) Risk & Resilience Assessment (RRA) on March 21, 2023 with the Administrative Order attached requiring the Village to

provide a plan to achieve compliance with ERO requirements.

- In January 2023, the Village signed ERP and RRA certifications and worked to upload those to USEPA. So the certifications requested in 2021 were done but were not successfully received by USEPA thus the AO.
 - The Village set up an account with the EPA this month and certified through their secure online portal, confirmed that the RRA was certified, certified the Villages ERP.
 - The Village will need to respond to EPA's Administrative Order (by 4/20/23).
 - This will require the Village to respond to the EPA's Administrative Order by email that says the information in the RRA and certification are accurate and complete.

- **We worked with the Village to prepare the email response, sent to the Village, and the Village has submitted the required response to EPA by 4/19/23**

12. Sanitary Collection System I/I Investigations

- Delaware working on an Engineering Planning Grant application for submit in July (CFA Program submission inform deadline for up to \$50,000 for I/I investigations.

Board Action Required at Tonight's meeting

- **CFA Program announced on May 16 and deadline to submit is July 28, 2023**
- **Planning to submit Engineering Planning Grant Application by July 28, 2023 deadline**
- Decide if the Village has staff to do I/I work this year. If so, select dates (dates from last month may no longer be available)

13. Church Street Culvert Repair

- Two galvanized culvert pipes by the Jeff Bank (4-foot diameter) because the bottoms are rotting out, which is causing sink holes in the Jeff Bank parking lot
- The Village desired to seek a grant for the two galvanized culvert pipes by the Jeff Bank
- There is a lot involved with culvert work – NYSDEC permits, fish passage, etc.
- Delaware made a site visit to do an inspection, take photos, measure pipes, etc.
- Plan is to schedule a meeting with the Bank to discuss what their needs are and if they would consider opening up the enclosed waterway to make it potentially eligible for GIGP funding
- Lynn contacted the Bank to see what engineering drawings they have for the building site that would have put in the culverts. Per Lynn they don't have any information.
- We have culvert GIGP grant application on our list
- No culvert drawings from Jeff Bank available
- Need to determine Village's responsibility
- Is culvert on private property?

14. Liberty Planning Board Review – Stewart's Shop

- Final applicant comments responded and sent to Village and applicant on April 12, 2023
- **More work underway now; Village to check on escrow balance as Applicant submitted canopy and gas tank drawings to the Code Office the week of 5/8/23 and were forwarded to us; sent back preliminary comments requiring more work by the applicant**

15. DRBC WWTP Discharge and Water Withdraw Docket renewal

- We plan to work with Village to submit DRBC WWTP Discharge and Water

Withdraw Docket renewal

- WWTP – Date Approved June 10, 2015, **Expiration Date: June 10, 2020 (Expired)**
- Lily Pond Backwash Discharge – Date Approved: December 10, 2014, **Expiration Date: January 31, 2022 (Expired)**
- **DISCHARGE Dockets**
 - **This docket has been placed on administrative continuance for the Village to take advantage of the One-permit process and administrative agreement between DRBC and NYSDEC. Our expectation is that NYSDEC will issue a new SPEDED permit for the treatment plant upgrades that will contain all relevant DRBC requirements in accordance with the administrative agreement. As that permit issuance becomes imminent, DRBC will issue the docket including the WWTP upgrades in the DRBC’s Comprehensive Plan. Once these steps are complete, the Village will have all active DRBC requirements included in the NYSDEC SPEDES permit and will no longer hold an approval from DRBC that needs to regularly be renewed. The docket that included the upgrades will be non-expiring and will only need to be modified if the Village again makes upgrades that expand the plant such that approval from the DRBC is again required. Otherwise, only the SPEDES permit needs to be renewed or extended regularly as normal.**
- Water Withdrawal – Approval Date: December 4m 2013, **Expiration Date: December 4, 2023 (Expires in 7 months)**
 - **The docket holder is responsible for timely submittal of a docket renewal application on the appropriate DRBC application form at least 12 months in advance if the docket expiration date**
 - **We will need to work with the Village on the renewal package**

16. Lead & Copper Rule Revisions service line inventory requirements, due Fall 2024

- NYS Banned Lead pipes and solders in June 1986
- Inventory must be completed by October 16, 2024, no exceptions
- Must notify customers 30 days after
- Required Evidence Based Record, in the form of:
 - Historical Record
 - Reports, Drawings, Codes, Notes
 - Customer’s Survey
 - Field investigations in Basements
 - Excavation both sides of shut off
 - Sampling Maybe
 - Statistical Analysis Maybe
 - Document your methods
- There is funding for this inventory
 - BIL – for Inventory
 - BIL for WIIA, SRF – for Replacing
- It is recommended that municipalities use the NYSDOH Template

UPDATE ON PRIVATE SALE OF 121.-3-7.2

This item will be removed from the agenda since no response has been received from the potential purchaser.

UPDATE ON INTERMUNICIPAL AGREEMENT WITH TOL RE: SEWER DISTRICT 26.-1-59

The Board discussed the Intermunicipal Agreement with the Town of Liberty relative to providing Water and Sewer services and creating a new sewer district for Town of Liberty Parcel 26.-1-59. The Board thought they would like to deal with it solely as a new sewer district that will encompass tax map parcel 26.-1-59.

The Board will continue with this agreement as Sims Foster has stated they are on course with their plan for the property.

UPDATE ON INTERMUNICIPAL AGREEMENT WITH TOL RE: LAPOLT PARK

The Board is continuing their discussions and intermunicipal agreement on this property.

CONSIDER PEST CONTROL FOR D.P.W. GARAGE AT ELM STREET

Mayor Stoddard said both the D.P.W. Supervisor and the pest control company have the information to deal with this situation, so the item can be removed from the agenda.

NEW CONSIDER TAXI PERMITS
BUSINESS:

RESOL.# Motion by Trustee Lake, seconded by Trustee Feasel and unanimously
35-2023: carried approving Resolution #35-2023:

WHEREAS, the applications for taxicab licenses (also known as Taxicab permits, such terms being intended to describe the license or permit described as a taxicab permit in the definitions provision in Article 1, Section 75-1 of Chapter 75 of the Village Code), having been submitted by the attached taxi company's pursuant to the Village Code, such as Sections 75-1 75-1.1, and 75-2 of the Village of Liberty Village Code; and

WHEREAS, the Village Code provides that the existing taxicab permits expire annually on May 31; and

WHEREAS, all permits for taxicab licenses are due to expire June 1, 2023;

WHEREAS, seventeen regular licenses has been reviewed by the Village of Liberty Police and is now pending before the Village Board; now therefore be it

RESOLVED, that the Village Board of the Village of Liberty hereby issues four regular licenses for the annexed applicant (said taxicab license not to be confused with the taxicab driver's license issued under Article II of Chapter 75 of the Village Code); and be it further

RESOLVED, those for reference purposes, the license/permits are for:

We Care - Permits 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 21, 22

CONSIDER EVENT PERMIT – 9.30.23

Motion by Trustee Lake, seconded by Trustee Aracci and unanimously carried approving the **EVENT PERMIT** scheduled for **Saturday, September 30, 2023** to benefit the Shatterproof Organization.

This event is a 5K Run/walk that will start at Darbee Lane at 10 a.m. and will finish at 2 p.m.

CONSIDER CDBG FUNDING RESOLUTIONS

CONSIDER RESOLUTION – RAIL TRAIL SANITARY SEWER – LOCAL FUNDING COMMITMENT

RESOL # 36-2023: Motion by Trustee Aracci, seconded by Trustee Feasel and unanimously carried approving Resolution #36-2023:

WHEREAS, the Village of Liberty will apply to the NYS Office of Community Renewal Program Year 2023 Small Cities Community Development Block Grant via a Public Infrastructure application for its Rail Trail Culvert and Sanitary Sewer Main Replacement Project;

WHEREAS, the Village agrees to expend Village controlled ARPA Coronavirus Local Fiscal Recovery Act funds for the following line item:

GRANT ADMINISTRATION - \$49,000

NOW, THEREFORE, BE IT RESOLVED that the Village Board of Trustees of the Village of Liberty hereby commits \$49,000 to the CFA 2023 Small Cities CDBG project from funds available through the ARPA Coronavirus Local Fiscal Recovery Act.

MAYOR JOAN STODDARD	-	YES
TRUSTEE ROBERT MIR	-	ABSENT
TRUSTEE ERNEST FEASEL	-	YES
TRUSTEE EVELEESE LAKE	-	YES
TRUSTEE JOE ARACCI	-	YES

CONSIDER RESOLUTION – RAIL TRAIL SANITARY SEWER/CULVERT REPLACEMENT PROJECT – SEQR TYPE II ACTION

RESOL # 37-2023: Motion by Trustee Aracci, seconded by Trustee Feasel and unanimously carried approving Resolution #37-2023:

WHEREAS, 6 NYCRR Section 617.5 (Title 6 of the New York Code of Rules and Regulations) under the State Environmental Quality Review Act (SEQRA) provides that certain actions identified in subdivision © of that section are not subject to environmental review under the Environmental Conservation Law; and

WHEREAS, the Village of Liberty is proposing to replace an existing sanitary sewer main and culvert; and

WHEREAS, 6 NYCRR Part 617.5©(1) identifies the “*maintenance or repair involving no substantial changes in an existing structure or facility*” as a Type II action under SEQRA and has been predetermined not to have a significant impact on the environment and is, therefore precluded from environmental review under Environmental Conservation Law Article 8; and

WHEREAS, the proposed project does not meet or exceed any of the thresholds established in Section 617.4;

NOW, THEREFORE, BE IT RESOLVED, in consideration of the foregoing:

The Village of Liberty Board of Trustees hereby determines that the proposed “Rail Trail Sanitary Sewer/Culvert Replacement Project” is a Type II action and is, therefore, not subject to further review under 6 NYCRR Part 617.

This resolution was put to a vote, which resulted as follows:

MAYOR JOAN STODDARD	-	YES
TRUSTEE ROBERT MIR	-	ABSENT
TRUSTEE ERNEST FEASEL	-	YES
TRUSTEE EVELEESE LAKE	-	YES
TRUSTEE JOE ARACCI	-	YES

CONSIDER RESOLUTION – RAIL TRAIL SANITARY SEWER/CULVERT REPLACEMENT PROJECT – COMMITMENT TO PROVIDE ASSISTANCE TO LOW AND MODERATE INCOME PERSONS TO CONNECT TO THE VILLAGE SANITARY SEWER SYSTEMS

RESOL # 38-2023: Motion by Trustee Feasel, seconded by Trustee Lake and unanimously carried approving Resolution #38-2023:

WHEREAS, the Village of Liberty will apply to the NYS Office of Community Renewal Program Year 2023 Small Cities Community Development Block Grant via a Public Infrastructure application for its Rail Trail Culvert and Sanitary Sewer Main Replacement Project;

WHEREAS, the Village intends to assist persons of low and moderate income undertake sanitary sewer system connections; and

WHEREAS, the US Department of Housing & Urban Development annually establishes Low Income (80% of Median Family Income) income ceilings adjusted for family size; and

WHEREAS, the Village is committed to assist any persons qualifying as low and moderate income to undertake any new connections to the Village sanitary sewer systems;

WHEREAS, the Village is prepared to advertise the availability of assistance to person of low and moderate income to make new connections to the Village sanitary sewer systems;

NOW, THEREFORE, BE IT RESOLVED, that the Village Board of the Village of Liberty hereby commits to using Capital Reserve Fund monies to assist low and moderate income persons by providing grants to pay for proposed new sanitary sewer connections within the Village of Liberty sanitary sewer system. There is no expiration to this commitment.

MAYOR JOAN STODDARD	-	YES
TRUSTEE ROBERT MIR	-	ABSENT
TRUSTEE ERNEST FEASEL	-	YES
TRUSTEE EVELEESE LAKE	-	YES
TRUSTEE JOE ARACCI	-	YES

DISCUSS PAVING QUOTE

Motion by Trustee Feasel, seconded by Trustee Lake and unanimously carried to pave Wawanda Avenue, Winslow Avenue, Charles Street and Noble Street at a cost of \$218,115.50 in the 2023-24 Fiscal Year.

This is at a cost of \$17,115.50 over the budget, but will be reimbursed thru CHIPS funding and a budget modification will be made to the budget.

CONSIDER BANNER PERMIT – FARMERS MARKET

Motion by Trustee Aracci, seconded Trustee Feasel and unanimously carried approving the Banner Permit for the Farmers Market which will be held from June 23rd to September 1st.

The Farmers Market is sponsored by Catskill Mountainkeepers with Eugene Thalmann as the contact.

The banner will be up from June to September 2023.

CONSIDER BANNER PERMIT – FREE YOGA/IN CONJUNCTION WITH FARMERS MARKET

This banner will be placed on hold until a determination from NYSEG is made where it will be placed.

CONSIDER CARRY-OVER OF VACATION TIME

Motion by Trustee Lake, seconded by Trustee Feasel and unanimously carried approving the carry-over of the following employee's vacation time for any employee that submits their request prior to June 1st . To date the following employees have submitted their carry over requests:

Judy Zurawski	-	36 Days
Angela Giacalone	-	24 Days
Alice Gonzalez	-	21 Days
Mark Kellam	-	38 Days
Lynn Barry	-	41 Days

CONSIDER BUDGET MODIFICATIONS FOR THE 2022-23 BUDGET

RESOL.# Motion by Trustee Aracci, seconded by Trustee Feasel and unanimously carried
39-2023: approving Resolution #39-2023.

Whereas, the Board of Trustees approves the following budget modifications for the 2022/23:

DISCUSS SUMMER MEETING SCHEDULE

Motion by Trustee Aracci, seconded by Trustee Lake and unanimously carried to set the following summer schedule:

Regular Meeting	-	July 20th
Regular Meeting	-	August 17th

The meetings of July 6th and August 3rd will be cancelled.

CONSIDER PAYMENT REQUESTS FOR WWTP PROJECT

Motion by Trustee Feasel, seconded by Trustee Aracci and unanimously carried authorizing the Village Clerk to proceed to process Payment Application No. 13 to General Contract No. VL1-G-21 for Eastman Associates, Inc. for the period of April 1, 2023 through April 30, 2023, in the amount of \$299,923.46 as requested by the contractor, including submittal of the payment request to NYSEFC for reimbursement, understanding that payment to the contractor will be made following receipt of reimbursement from NYSEFC.

CONSIDER CHANGE ORDER #6 – CONTRACT VL1-G-21 – WWTP UPGRADE

Motion by Trustee Aracci, seconded by Trustee Lake and unanimously carried to authorize the Mayor to execute Change Order 6 for Contract No. VL1-G-21, based on the scope and costs represented in the various change proposals from Eastman Associates, Inc., in the total amount of equal to \$6,636.84, which will increase the contract price to \$5,430,279.66

CONSIDER CHANGE ORDER #4 – CONTRACT VL1-E-21 – WWTP UPGRADE

Motion by Trustee Feasel, seconded by Trustee Lake and unanimously carried to authorize the Mayor to execute Change Order 4 for Contract No. VL1-E-21, in accordance with the scope and costs of the change proposal dated May 11, 2023 by J & J Sass, in the total amount of \$22,677.00, which will increase the cost of

the contract to \$1,911,983.00 (previous contract amount of \$1,889,306 plus \$22,677.00).

CONSIDER CHANGE ORDER #3 – CONTRACT VL1-P-21 – WWTP UPGRADE

Motion by Trustee Lake, seconded by Trustee Feasel and unanimously carried to authorize the Mayor to execute Change Order 3 for Contract No. VL1-P-21 for Polymer Feed System Modifications based on the scope and costs represented in the April 11, 2023 change proposals from A. Treffeisen & Son, LLC in the amount of \$3,135.77, which will increase the contract cost to \$118,625.37.

CONSIDER INTERNET/CABLE FOR WASTE WATER TREATMENT PLANT

Motion by Trustee Aracci, seconded by Trustee Feasel and unanimously carried to authorize the Village Clerk to issue a Purchase Order to Spectrum to provide coaxial cable and connection at the WWTP for the quoted cost of \$39,119.48 and withdraw the motion made at the April 20, 2023 meeting regarding the same.

**APPROVAL BILLS FOR PAYMENT
OF BILLS**

FOR PYMT: Motion by Trustee Feasel, seconded by Trustee Lake and unanimously carried approving Voucher #3037 to Voucher #3100 in the amount of \$165,601.90.

ADJOURN: Motion by Trustee Feasel, seconded by Trustee Aracci and unanimously carried to adjourn the meeting.

THE MEETING WAS ADJOURNED AT 8:22 P.M.

RESPECTFULLY SUBMITTED,

**JUDY H. ZURAWSKI
CLERK-TREASURER**

