

## **WORKSESSION MEETING**

**JANUARY 26, 2023**

The Board of Trustees held the Worksession Meeting on January 26, 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, Deputy Mayor/Trustee Robert Mir, Trustee Ernest Feasel, Trustee Eveleese Lake and Trustee Joe Aracci. Also Present: Gary Silver, Attorney for the Village and Judy Zurawski, Clerk/Treasurer.

**ALSO PRESENT:** Police Chief Steven D'Agata, David Ohman (Delaware Engineering), Dan Fagnini (Delaware Engineering), Tina Edwards, Russell Reeves, Joanne McPhillips, and Vincent McPhillips

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

### **REGULAR MEETING - JANUARY 5, 2023**

**CORRESPONDENCE:** Mayor Stoddard said the Village has received the following correspondence

- ❖ NYCOM Advocacy Update 1.17.23

### **CONSIDER BOARD APPOINTMENT**

Daniel Wright, due to health reasons, resigned from the Board effective January 1, 2023.

Mayor Stoddard proposed that the Board consider Joe Aracci for the position. She mentioned he is a very community minded individual who works hard and keeps his properties well maintained.

**RESOL. # 3-2023:** Motion by Trustee Mir, seconded by Trustee Lake and unanimously carried approving Resolution #3-2023.

**RESOLVED,** the Board of Trustees of the Village of Liberty approves the following appointment:

### **BOARD OF TRUSTEES – JOE ARACCI – TO FILL THE UNEXPIRED TERM OF DANIEL WRIGHT – APRIL 2024**

**TABLED BUSINESS:** **DELAWARE ENGINEERING – UPDATE ON PROJECTS**

David Ohman and Dan Fagnini presented the following report:

## 1. Lily Pond Road Bridge Waterline

- Board Action Required at Tonight's meeting:
  - None
- **Construction Status Update**
- The County has completed all bridge work, and reopened the road
- The temporary watermain has been installed and was put into service on 8/22/22. Line will remain in service until the new line work is complete in the spring.
- At the December 2022 Department Head meeting, the Village decided that it would be best to run on the temporary line until spring time and wait for warmer temperatures to fix the leak and bring new watermain online.
- We worked with the County, Village and Osterhoudt to identify freezing protection measures (e.g. some frost/concrete curing blankets fastened to the above grade piping, and staked on grade where depth of burial is less than 3'). The County also discussed increasing depth of burial with more backfill in these areas.
- The County picked up the blankets from the WWTP and installed them on January 18 and will identify the remaining work to provide more freezing protection on the buried. Additional freeze protection will be done by the County in the near term.
- Remaining to be completed in the spring
  - Investigate leak on the south end; address leak and replace valve? This work may require Village temporary water service to some Parksville area – Village's plan to do so will be confirmed in advance of performing this work.
  - Pressure/leak testing, disinfection testing, complete insulation of piping, demo and removal of temporary structures/items and site restoration.
- 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

## ESTIMATED COST SUMMARY

	April 20, 2022 Bid Results	May 2022 Estimated/Budget Cost	November 2022 Estimated Cost Osterhoudt
<b>Temporary Water Main</b>	-		-
<ul style="list-style-type: none"> <li>Piping Materials (Village direct purchase)</li> <li>C&amp;M Invoice #1 Temporary Watermain HDPE Paid</li> <li>C &amp; M Invoice #2 Temporary Watermain Matls Paid</li> <li>Vari-tech PO Approved at 06/02/22 Mtg – Paid</li> <li>White Cap PO Frost Blankets - Paid</li> </ul>	-	\$15,000	- \$2,168.00 \$4,256.98 \$2,648.00 377.14
<ul style="list-style-type: none"> <li>Support System and anchors (SCDPW)</li> </ul>	-	\$25,000	\$ 25,000 (cost pending)
<ul style="list-style-type: none"> <li>Fuse and Install Piping Materials &amp; appurtenances, &amp; testing (H. Osterhoudt) - Paid</li> </ul>	-	\$25,000	\$24,715.44
<ul style="list-style-type: none"> <li>Misc. Other Cost</li> </ul>	-	TBD	TBD
<b>Permanent Water Main</b>	-		-
<ul style="list-style-type: none"> <li>Piping Materials (Village direct purchase)</li> <li>C &amp; M Invoice #1 Permanent Watermain Insulated Pipe - <b>Paid</b></li> <li>C &amp; M Invoice # 2 Permanent Watermain DI Materials – <b>Paid</b></li> <li>C &amp; M Invoice #3 Perm Flex Joint - <b>Paid</b></li> </ul>	-	\$40,506	\$32,667.50 \$23,750.50 \$14,375.00
<ul style="list-style-type: none"> <li>Support System - Beam (Sherburne SS) - <b>Paid</b></li> </ul>	-	\$8,425	\$ 8,425
<ul style="list-style-type: none"> <li>Install Piping, Materials &amp; appurtenances, support system and testing (SCDPW) (Cost Pending)</li> </ul>	-	\$25,000	\$25,000 (cost pending)
<ul style="list-style-type: none"> <li>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)</li> </ul>	-	\$ 3,500/Day Assume 2 Wks/10 Days \$35,000	\$ 3,500/day Assume 2 ppl,2 Wks/10 Days = \$35,000
<ul style="list-style-type: none"> <li><b>Permanent water main leakage testing, disinfection and sampling (H. Osterhoudt Excavating Inc., Lump Sum</b></li> </ul>	-	\$ 5,000	\$ 5,000 (Cost Pending)
<ul style="list-style-type: none"> <li>Misc Other Cost</li> </ul>		\$ TBD	\$ TBD
<b>Total Construction Cost</b>	<b>\$259,000</b>	TBD	\$ TBD
<b>Other Miscellaneous Costs</b>			
<ul style="list-style-type: none"> <li>Engineering (Delaware Engineering D.P.C.)</li> </ul>		TBD	TBD
<ul style="list-style-type: none"> <li>Village Attorney (Legal Counsel)</li> </ul>		TBD	TBD
<b>Contingency</b>	-	TBD	TBD
<b>Total Village Budget Paid to Date</b>	<b>\$ 259,000</b>	<b>\$179,931</b>	<b>\$203,007</b>
<b>ESTIMATED BALANCE TO FINISH</b>			<b>\$113,384</b> <b>\$ 90,000</b>

## 2. WWTP Upgrade

Board Action required at tonight's meeting:

- WWTP Phase 2 –

- Review status of Phase 2 work and agree on plan forward so that we can respond to NYSEFC regarding SRF financing with or without a grant

- **Consider the Villages interest in:**
  - **Moving forward with an SRF loan, even though you were not awarded a grant, or**
  - **Moving forward with SRF financing only upon receipt of a grant**
- WWTP Phase 1 Consider Applications and Certificate for Payment approval Payment No. 9 from General Contractor – Eastman Associates, Inc. - in the amount of \$290,803.59
- Payment No. 4 from Electrical Contractor – J & J Sass Electric Inc., in the amount of \$96,188.92
- Payment No. 5 from HVAC Contractor – Treffeisen in the amount of \$8,341.00
- Payment No. 3 from Plumbing Contractor – Treffeisen in the amount of \$3,651.80.

### **For the Enhanced Sludge Project – Phase 2**

- **Project currently on hold pending financial considerations**
- **This project is not eligible for WIIA grant award now nor BIL funding**
- **There was work that was moved into Phase 2 that should be done if the Village decided to not move forward with all Phase 2 Sludge disposal-related improvements –**
  - **Paving replacement**
  - **Sludge holding tank improvements**
  - **Add 3<sup>rd</sup> sludge pump**
  - **2<sup>nd</sup> Mechanical Bar Screen**
- **We have been discussing this with NYSEFC to understand how this can be done; they will review desired plan forward once the Village agrees to what extent Phase 2 work is to be done**
- **Currently the Phase 2 project is listed on the IUP at \$7.1M and NYSEFC has advised Village November 2021 that it is eligible for hardship 0% loan but has not been selected for WIIA grant.**
- **SFR application and PER have been submitted to NYSEFC as part of the last WIIA grant application. NYSEFC is trying to determine if the Village wants to proceed with the project financing.**
- **On November 14, 2022 the Village received a letter that the project was not elected to receive an award during this round. A reply form was included for the Village to fill out to let EFC know what the Village plans are.**
- **Village needs to check a box and return it to NYSEFC.**
- **On December 29, 2022 the Village received a follow up email on the Village interest in moving forward with an SRF loan, even though you were not awarded a grant.**
- **We notified EFC that we are currently reviewing the impact on rates of pulling select pieces of Phase 2 into the current Phase 1 project as well as looking at the rate impact of doing all Phase 2 with several funding options that we are planning to discuss with the Village at this January 24, 2023 meeting and would then get back to NYSEFC.**
- **We agreed to get back to NYSEFC following the meeting with a go/no go.**
- **Is the Village interested in:**
  - **Moving forward with an SRF loan, even though you were not awarded a grant or**
  - **Moving forward with SRF financing only upon receipt of a grant.**

- **WWTP Upgrade Phase 1 & Phase 2 Rate Impact Analysis Summary**
- **Summary of Estimated Rate Impacts of Options**
- **Option 0 – Only do Phase 1 work**
  - We believe that is not feasible since some work from Phase 2 really needs to be done if Village wants to proceed with Phase 2
- **Option 1 – Phase 1 only plus critical items from Phase 2**
  - This is what we believe is the bare minimum that needs to be done
  - Allows work to continue to the end of Phase 1 with completion likely in early 2024
  - Estimated \$11M project cost
  - Current typical sewer cost = \$611/yr.
  - Estimated Post upgrade rate \$751/yr. for typical user; \$140/yr. increase over current rate
  - This is what would be the minimum rate increase (23%) and is in line with rate impacts reviewed in 2020 =\$752/yr.
- **Option 2 – Do Phase 2 as planned but no septage receiving**
  - Estimated to add \$8.3M; revised total \$17.7 M
  - 2A – with only 0% loan
    - Estimated Post upgrade rate \$825/yr. for typical user; \$214/yr. increase over current rate
    - \$74/yr. (\$6/month) more than Option 1
  - 2B – with 0% loan and 25% grant
    - Estimated Post upgrade rate \$793/yr. for typical user; \$182/yr. increase over current rate
      - \$42/yr. (\$3.50/month) more than Option 1
- **Option 3 – Do Phase 2 as planned with septage receiving**
  - Estimated to add \$9.9M; revised total \$18.3M
  - 3A – with only 0% loan
    - Estimated Post upgrade rate \$850/yr. for typical user; \$200/yr. increase over current rate
    - \$99/yr. (\$8.25/month) more than Option 1
  - 3B – with 0% loan and 25% grant
    - Estimated Post upgrade rate \$811/yr. for typical user; \$239/yr. increase over current rate
    - \$61/yr. (\$5/month) more than Option 1
- **What does Village want to do?**
  - Which Option?
    - **Option 1 – At minimum, the Village would need to add some of Phase 2 items into Phase 1.** Option 1 adds the most critical items and we believe (but have not confirmed with NYSEFC) that the critical item work could be added to Phase 1 as change order and that the final loan amount would be increased to cover the added cost (grant is fixed)
- **Items to consider for Options 2 and 3 for the comprehensive Sludge processing**
  - Phase 2 ATAD process was added to the project back in 2018 in order to provide an alternate means to dispose of sludge – can be a marketable waste with low cost disposal and lessen/mitigate uncertainties for getting rid of sludge and high/variable costs for sludge disposal. There remain concerns about long term places to dispose of sludge in current form as well as cost implications.
  - Construction and project costs are going up at high rate; future costs to do this work will be a lot higher and have greater impact on rates.

- We have the Phase 2 scope already described on an Engineering Report with NYSEFC (would need to be amended based on new costs and depending on final scope selected by the Village) and we have some of the design underway – this is an advantage to getting it bid ready in a timely manner.
- Septage receiving would provide a local septage disposal facility and allow for supplementary biosolids addition to the ATAD sludge digestion process until such time as the plant capacity increases – would provide some limited revenue.
- Going with Options 2 or 3 would delay overall upgrade project completion and would take place after Phase 1
- PFA could be done in 2023 if Village doesn't apply for WIIA grant
- PFA would not be done until first quarter 2024 if Village decides to pursue WIIA grant since grant announcement is in November or December 2023
- NYSEFC will not approve design without PFA in place
- Also want PFA in place before bidding the project
  
- **Once decided we recommend that:**  
**The Village Board resolves to move forward with WWTP Upgrade Option \_\_\_ Phase 1 plus critical Phase 2 work only OR Phase 1 plus Phase 2 (no septage receiving) OR Phase 1 plus Phase 2 (with septage receiving) for the CWSRF Project No. C#-5352-02-01. WWTP Phase 2 Upgrade – Solids Process and handling.**
  
- Which Box to check on NYSEFC form? Once decided, we recommend that:  
**The Village Board resolves to authorize the Mayor to check the box with the wording that the Village would like to proceed with CWSRF financing for CWSRF Project No. C3-5352-02-01 WWTP Phase 2 Upgrade – Solids Process and handling:**
  - **Even in the absence of a grant. If so, what date do you anticipate financing? OR**
  - **Only upon receipt of a WIIA grant**
- Form to be signed by Mayor (we have form to sign tonight) and will be returned by Delaware Engineering to [nyswatergrants@efc.ny.gov](mailto:nyswatergrants@efc.ny.gov) with copies to the Village.
- Delaware will develop an updated schedule for Phase 1-2 work based on the outcome of tonight's meeting and will review the plan forward with NYSEFC.
  
- **Update/Review of Project Progress**
  - **Bipartisan Infrastructure Law (BIL)**
  - Phase 1 – This project is not eligible for BIL General Supplemental Funding
  - **For the Base Project – Phase 1**
  - **Update/Review of Project Process**
    - Construction – General
      - Control Bldg
        - bathroom and locker room floor tile – Work Complete
      - Influent Chanel -Grit Tank Work (screen, collector, gates, diffusers) – Pending
      - Influent Building
        - Grit Blower – Demoed and prepped new pad, one pad installed, one pending
        - Grit Holding Area – Work Complete

- Other Work (e.g. process pumps and piping, etc.) – Pending
- Secondary Clarifier
  - Value Replacement – Work Complete
  - Clarifier Equipment Preliminary Demolition – Work Complete
  - Clarifier Equipment Full Demolition – Work Complete
  - Clarifier Tank Repair – Half of repair complete, Work Pending Weather
  - Clarifier Equipment Painting – Work Complete, Pending Touchup
  - Site restoration – Pending
- Sludge Building
  - 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 #2 Check Value – Under investigation
  - RAS Pump #1 Pad & #3 (pump, pad & valves) – Pending Startup of Pump #2
  - Effluent water system feed (for future/Phase 2) – Work Complete
  - Post Aeration Blowers – Pad Complete
  - RAS Pump – One (1) delivered
  - Post Aeration Tank – Drained for work
  - Stormwater Retention Basin Improvements – Work Complete
  - New Electrical Building
    - Floor Slab – Work Complete
    - Siding – Mostly Complete
    - Interior finished – Work Complete
    - Roof installed, flashing, & trim work – Pending
- Site Work
  - Control Building – PVC roof drain piping – Work Complete
  - Sludge Building – Excavated and installed PVC roof drain piping – Work Complete
- Yard Piping
  - Influent Area – 1” copper water line – Work Complete
- Electrical
  - New Electric Building
    - Layout, sleeves and grounding grid
    - Power up temporary facilities
    - Installing under slab conduits – Work Complete
    - **New electrical panels tentative/anticipated delivery date soon, to be installed immediately following delivery**
  - Control Building
    - Install new outlets, switches, wiring, lighting and conduits - Ongoing
  - Influent Building
    - Installing conduits for duct bank connection to buildings – Ongoing

- Layout of new panel locations for new conduits to one tank – Ongoing
  - Sludge Building Service upgrade (CO#3) galv. Conduits – Ongoing
  - Installing conduits for equipment – Ongoing
  - Installing conduits for SCADA - ongoing
- Sludge Building
  - Blower Room – Lights & Heating conduit – Work Complete
- Oxidation Ditch
  - Install new conduits & conductors to Ox Ditch mixers and CPs – Work Complete
- Site Work
  - New underground duct bank, layout complete, installation – Work Complete
- **New disconnect tentative/anticipated delivery date is 1/13 – 1/27**
- HVAC
  - Control Provide schedule for new roof curbs (GC anticipates roof installation by April 30)
  - Control Building heaters – Ongoing
  - Electrical Building HVAC - Ongoing
  - Influent Building heater installation (1) – Work Complete, Estimated 1/9
  - Sludge Building heater installation (2) – Ongoing, sched improved due condition of existing
- Plumbing
  - Control Building Kitchenette – Work Complete
- **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
- **CONSTRUCTION CONTRACTS**
- **Payment Requests:**
  - **Contract No. VL1-G-21 – General Construction**
    - Application and Certificate for Payment No. 8
      - At the December meeting Village resolved to authorize the Village Clerk to process Payment Application No. 8 to General Contract No. VL1-G-21 for Eastman Associates, Inc. for the period of October 31, 2022 through November 30, 2022, in the amount of \$387,984.75 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.
    - **Application and Certificate for Payment No. 9**
      - **The full application package provided to the Village Clerk under separate cover on 01/14/23**
      - We have reviewed the Payment Application from Eastman Associates, Inc. the contractor for the subject project, for the period of December 1, 2022 through December 31, 2022 in the amount of \$290,803.59, for partial payment for Control, Utility and Influent Building Doors and Hardware materials presently stored, Control, Influent Sludge Buildings and new Electrical Room Painting,



Influent Channel water Line and Miscellaneous Metals, Influent Building Process Piping and Painting, Storm Water Basin Recirculating Pumps, Oxidation Ditch Process Improvement Piping and Painting, Secondary Clarifier #2 install and Painting, Post Aeration Blowers install, Sludge Building Recycle Pump Stored Materials piping and Painting, Effluent Water pumps purchase, Yard Piping, New Electrical Room Site work, Concrete Slabs, Miscellaneous Metals, Roofing, Winter Weather allowance and Change Order No. 4.

- The total cost to date of \$2,485,400.01 equates to 46.00% of the contract price with a balance to finish, including retainage of \$2,880,512.81.
- 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. 9, to General Contract No. VL1-G-21 for Eastman Associates, Inc. for the period of December 1, 2022 through December 31, 2022 in the amount of \$290,803.59, 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. 9, to General Contract No. VL1-G-21 for Eastman Associates, Inc. for the period of December 1, 2022 through December 31, 2022, in the amount of \$290,803.59, 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. 3
    - At the November meeting the Village resolved to authorize the Village Clerk to proceed to process Payment Application No. 3, to Electrical Contract No. VL1-E-21 for J & J Sass Electric, Inc. for the period of June 30, 2022 through October 31, 2022 in the amount of \$184,727.50, 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.
  - **Application and Certificate for Payment No. 4**
    - **The full application package provided to the Village Clerk under separate cover on 01/18/23**
    - We have reviewed the Payment Application from J & J Sass Electric, Inc., the contractor for the subject project, for the period of November 1, 2022 through November 30, 2022 in the amount of \$96,188.92, for partial payment for Control Building Improvements – Labor and Materials, Sludge Building Improvements – Labor and Materials, Influent Building Process Improvements – Labor and materials, Oxidation Ditch Process Improvements – Labor and Materials, Secondary Clarifier Process Improvements – Labor and

Materials, Sludge Building Process Improvements – Labor and Materials, Yard Piping – Labor and Materials, Site Work – Labor and Materials, New Electrical Building Improvements – Labor and Materials, Miscellaneous Items/Other Expenses, and NYSEFC Contract Compliance Work.

- The total cost to date of \$522,026.42, equates to 27.6% of the contract price with a balance to finish, including retainage of \$1,367,279.58.
  - 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. 4, to Electrical Contract No. VL1-E-21 for J & J Sass Electric Inc. for the period of November 1, 2022 through November 30, 2022 in the amount of \$96,188.92, 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. 4, to Electrical Contract No. VL1-E-21 for J & J Sass Electric, Inc. for the period of November 1, 2022 through November 30, 2022, in the amount of \$96,188.92, 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-P-21 – Plumbing Construction**
  - Application and Certificate for Payment No. 2
    - At the July meeting Village resolved to authorize the Village Clerk to process Payment Application No.2 to Plumbing Contract No. VL1-P-21 for A. Treffeisen and Sons, LLC. for the period of June 3, 2022 through November 30, 2022, in the amount of \$2,756.90 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.
  - **Application and Certificate for Payment No. 3**
    - **The full application package provided to the Village Clerk under separate cover on 01/18/23**
    - We have reviewed the Payment Application from A. Treffeisen and Sons, LLC, the contractor for the subject project, for the period of December 1, 2022 through December 31, 2022 in the amount of \$3,651.80, for partial payment for Sludge Building Materials Presently Stored and EFC Compliance.
    - The total cost to date of \$7,624.70 equates to 7.00% of the contract price with a balance to finish, including retainage of \$107,864.90.
    - 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. 3, to Plumbing Contract No. VL1-P-21 for A. Treffeisen and Sons, LLC. for the period of December 1, 2022 through December 31, 2022 in the amount of \$3,651.80, 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. 3, to Plumbing Contract No. VL1-P-21 for Eastman Associates, Inc. for the period of December 1, 2022 through December 31, 2022, in the amount of \$3,651.80, 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-HV-21 – HVAC Construction**

- Application and Certificate for Payment No. 4
- At the December meeting the Village resolved to authorize the Village Clerk to proceed to process Payment Application No. 3, to HVAC Contract No. VL-1-HV-21, A. Treffeisen and Sons, LLC, for the period of September 30, 2022 through November 30, 2022 in the amount of \$10,260.00, 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 receipts of reimbursement from NYSEFC.
- **Application and Certificate for Payment No. 5**
  - **The full application package provided to the Village Clerk under separate cover on 01/18/23**
  - We have reviewed the Payment Application from A. Treffeisen and Sons, LLC, the contractor for the subject project, for the period of December 1, 2022 through December 31, 2022 in the amount of \$8,341.00, for partial payment for partial payment for Control Building Heater materials and labor, Influent Building New Electric Room heaters, Fan and Louver, Materials and Labor, and Influent Building, Heaters Labor.
  - The total cost to date of \$30,654.60 equates to 24% of the contract price with a balance to finish, including retainage of \$94,633.18.
  - 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. 5, to HVAC Contract No. VL1-HV-21 for A. Treffeisen and Sons, LLC. for the period of December 1, 2022 through December 31, 2022 in the amount of \$8,341.00, 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. 5, to HVAC Contract No. VL1-HV-21 for A. Treffeisen and Sons, LLC., for the period of December 1, 2022 through December 31, 2022, in the amount of \$8,341.00, 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.

- **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

- **No New Change Orders this month**

- **Possible/Pending Change Order(s)**

- Secondary Clarifier Slab Repair
  - \$7,500 tank repair allowance
  - Eastman estimate = \$9,464
  - Work needs to be done. Dennis is tracking T & M, will work additional cost into a change order at a later date
- Control Floats & HOAs for New Equipment in Existing Panels
  - Control Floats
    - Stormwater Basin (2-floats)
    - Drain Well (3-Floats)
    - HOAs
  - HOAs for New Equipment in Existing Panels
    - Grit Screw Collector (2)
    - Sludge/Stormwater Blowers (2)
    - Drain Well Pump (1)
- **Cable Internet (Spectrum to WWTP)**
  - **\$29,475 10.13.22 Quote**
  - **(\$8,000) Deduct**
  - **\$21,475 Net Cost to Village as Direct expense (no markup)**

- **\$24,700 Net Cost to Village as through the Contractor (15% O&P)**
- **EFC has confirmed that this work is eligible as long as we can provide justification on how this will help the plant (remote access to SCADA system, real time data, etc.)**

#### **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. 3 -600A Service Upgrade for the Sludge Building
    - At the October meeting the Village Board authorized the Mayor to execute Change Order NO. 3 – 600A Service Upgrade for Sludge Building, for Contract No. VL1-E-21, in accordance with scope and costs of the 10/10/22 change proposals by J & J Sass, in the total amount of \$18,306.00; which will increase the cost of the contract to \$1,889,306.00 (previous contract amount of \$1,871,000 plus \$18,306.00).
  - **No new Change Orders this month**
  - **Pending Change Orders (s)**
    - **None**

#### **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
  - **No New Change Orders this month**
  - **Pending Change Orders (s)**
    - **None**

#### **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**
  - Item 1 – New Sludge Building Exhaust Fan
  - Totaling \$8,387.78
  - Approved by NYSEFC on 11/30/22
  - Change Order No. 2
    - At the October meeting the Village Board resolved to authorize the Mayor to execute Change Order No. 3 for Contract No. VL1-H-21, in accordance with the scope and costs of the 9/13/22 change proposals by A. Treffeisen & Son, LLC, in the total amount of \$8,387.78; which

will increase the cost of the contract to \$125,287.00 (previous contract amount of \$116,900 plus \$8,387.78).

- **No New Change Orders this month**
- **Pending Change Orders(s)**
  - None
- **Monthly Construction Meeting**
  - The latest monthly construction meeting was held on site on 01.11.23 with the prime contractors, Delaware and Village Staff
- **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
  - **Eastman was not on site this week, plans to return next week**
  - Excerpt from the Revised Anticipated Project:

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 Pre-Construction Meeting (March 23 <sup>rd</sup> )
March 2022 – August 2023	Construction to Substantial Completion (Eastman Schedule shows 8/31/23, needs input from EC)
September 2023	Construction Completion (Final) and Project Closeout
November 2023	Long Term Loan Closing

- **Document Collection - Ongoing**
  - The Village is required to maintain the forms and documents outlined in Section 8 Summary of Contractor Requirements for SRF-Funded Projects, from Guidance on Mandatory State Revolving Fund Terms and Conditions
  - EFC will conduct a review of construction progress and program related documents
  - The Village will need to produce any and all of the forms and documents from the summary
  - This review could occur during construction or at any time after the project has been complete
  - Please be prepared to provide any miscellaneous and related documents request by the Village or EFC in complete and timely manner
  - AS part of the construction phase of the Village of Liberty project, 5352-02-00, EFC has begun its review of construction progress and program related documents
  - A request for the required documentation was sent to the project managers for the prime contracts on 12.28.22. Required documentation generally includes, but may not be limited to:
    - Subcontracts with Lobbying Certs
    - MWBE-SDVOBE Monthly Reports with proof of payment

- Certified payroll form with accompanying Statement of Compliance (DB)
  - AIS Certification
- We have received the requested documents from all contractors, the Mayor has signed the Document Collection form and we uploaded the document Collection Form, and the requested documents on January 17, 2023 (ahead of the January 20, 2023 deadline)
- **Professional Services Contracts**
- **Nothing new this month**

#### WWTP Upgrade Project

- 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

- 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 contract amendment for design through construction services, following the Announcement of NYSEFC WIIA Grant Awards, if the grant application is successful.

### **3. Elm Street Wellfield/Electrical Improvements**

- **Nothing new to report this month**
- DASNY willing to move \$100,000 - from the Bonacic grant commitment associated to cover some of the 2017 NYSDEC clean-up costs (no costs info/request ever provided by NYSDEC) - into the electrical improvements for the Wellfield and add on to that \$100,000 reimbursement contract.
- We updated the cost estimate for the work from 2 years ago to \$200,000 (full grant amount with no Village contribution) and provided Judy with DASNY – requested information on March 31, 2022 to update Grant #11665 for electrical improvements work

- Received June 2022 request from Senator Martucci's office to provide more information to support moving \$100,000 from Grant #9119 into #11665
- We worked with Judy to get the information requested back to Martucci's office
- In light of pending NYSDEC cleanup cost correspondence, should the Village pull back the request to Sen. Martucci and consider putting #11665 funds back to #9119 to provide \$200,000 for the cleanup costs?

#### 4. Rail Trail Area Culvert Drainage/Blockage

- Board Action Required at Tonight's meeting:
  - None
- **2022 CDBG Application**
  - **List of awards published on November 15, 2022 did NOT include this project**
  - **Does the Village want to resubmit to CDBG? If so:**
    - **We suggest an exit interview with NYSOCR and Mark Blauer to understand why it was not chosen/didn't score high enough and decide if we want to redo this for the 4<sup>th</sup> time.**
  - **The Village needs to request an exit interview with NYS OCR. You should have received a letter stating that you did not get awarded and how to set up the exit interview, Judy, please locate and circulate that letter to Mark Blauer and Delaware and let's get an exit interview set up.**
- **Hazard Mitigation Grant Program (HMGP) – FEMA & Dept. of Homeland Security**
  - **All information submitted in July 2022. Awaiting further information**
  - Project is identified in the Sullivan County Multi-Jurisdictional Hazard Mitigation Plan (SCMJHMP)
  - Programs offers up to 90% grant, normally 75% grant
  - Delaware completed the application and it was submitted on 6.1.22
  - Could take up to 1-year before award determinations are made
  - The Village received RFI from DHSES – Rail Trail Area Culvert – August 15, 2022 Formal RFI Response from DHSES
  - This request for information (RFI) identifies additional items necessary, to complete you sub application(s)
    - Please work through each item listed below, clearly label any new supporting documentation included, and complete all forms provided, prior to submitting the completed RFI
    - All items requested are due to [AndreaSangrey@dhSES.ny.gov](mailto:AndreaSangrey@dhSES.ny.gov) for final review no later than August 26, 2022 (10 business days from the date of this letter)
  - At the August 18 meeting the Village Board resolved to adopt a resolution to commit to the Village to provide up to the estimated 10% project cost match, if funds are awarded for the HMGP/FEMA/DHSES sub application, and authorize Village Mayor to sign the letter
  - Delaware Engineering submitted the RFI response package on 8/26/22

#### 5. DPW Site Groundwater Monitoring/DPW Garage Site Remediation

- Based on sampling results still seeing values near garage indicating contamination remains
- December 2022 sampling report indicated levels slightly lower than September 2022 for the MW-22B & MW-22A and slightly higher for MW-8
- **Next sampling to be conducted in March 2023**



## 6. NYSDOH Water System Inspection/Cross Connection Control Program

- **Delaware has a draft for Village Board, Village Code & Village Attorney Review**
- A digital version of the Village's response to the 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

- **Nothing new this month – final items sent to NYSDEC on 10/5/22**
- October Update
- On 9/1/22 received notice from NYSDEC that the full application is required by October 7, 2022
- NY-2A Package submitted 10/5/22 and NYSDEC confirmed their receipt
- Background
- On 1/7/22 the Village received a SPDES Permit Request for Information for the Wastewater Treatment Facility
- On 3/1/22 NYSDEC sent a notification to remind the Village that the NYSDEC has sent the attached Request for Information regarding the Village of Liberty Wastewater Treatment Facility. The requested information is due back to NYSDEC by 4/7/22.
- A follow up email was received last on April 8 requesting an update.
- We responded on April 21 to DEC with the following:
  - Delaware is working with the WWTP to complete the required sampling, and staff is working on completing the application form – sampling was completed the week of 4/18/22.
  - Response to the Request for Information is anticipated to be ready to submit to NYSDEC by Mid-May
- NYSDEC responded on April 21 that this timeline is acceptable.
- We will continue to work with Mark to acquire the sampling results data and will summarize that data and other forms, info and get back to NYSDEC.
- May 2022 Update
  - We have received a majority of the test results from the Village and the data received has been entered into the NY-2A form

- Some results have not yet been received from the lab and there were several parameters which used the incorrect testing method. We reviewed the list of missing data with the laboratory and we have requested sample bottles from the lab to be delivered to Village to resample for these parameters
- We notified NYSDEC that we can't give you definite timeline of when we can expect to have the complete NY-2A Application, but we will update you once we receive the remaining test results
- NYSDEC indicated that there was no rush on this technical review, the permit has been administratively renewed for several more years
- June Update
  - Sampling results anticipated to be back on time.

## **8. Liberty Ridge Development**

- **Nothing new this month**
- At the May 19 meeting, developers' rep advised to consider connecting to the sewer main located on Buckley Street rather than line on West Street that flows into line behind former Yaun bldg. and Green Lane.
- Nothing new received by DE
- Consider checking flow in manholes on Buckley and downstream with Lynn.

## **9. PepsiCo**

- **Wastewater sampling conducted in November 2023 – received from Mark Kellam from PepsiCo**
- **BOD5=8110m mg/l, 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

## **10. Economic Development Water and Sewer Infrastructure Capacity Planning Study**

- **Held a kick off meeting with Town on November 14, 2022**
- **Meeting minutes and questions for the Village will be available in a few days and we will share with the Village once available**
- **Need info from Village on water and sewer needs as well as available capacities, improvements desired/needed for short term and long term, etc.**
- **Will want to meet with Town and Village sometime in early December – what dates and times work well for Mayor and Fred and likely Lynn and Mark**
- **More 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

### 11. Sullivan County Land Bank – North Delaware Avenue

- Asked by Jill Weyer to look at potential use of property
- We understand at last meeting there was interest expressed for this to be taken over by the Village and used as low impact park – does Village favor the park plan? Or consider to residential development?
- Sewer and water is available at both ends of those properties correct?
- County also requested Delaware assist with looking at 13 more properties – will share list with the Village and keep you in the loop on our recommendation.

### 12. NYS DOH – Water Supply Emergency Response Plans Update

- 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
- The Village also received an email (11/16/2022) from the EPA regarding Certification of the ERP. The EPA requirements for the ERP differ slightly from the NYS requirements.
- Delaware will work with the Village to reconcile discrepancies between the Federal and State requirements to allow for the submission of the EPA certification. EPA certification is an online form.
- Presently, less than 5% of the water systems in NYS have certified their ERPs with the EPA.

### 13. Sanitary Collection System I/I Investigations

- Delaware had a conference call with Steve Grimm of New York Rural Water Association (NYRWA) to understand what services are offered – Smoke Testing, Camera Work, etc.
- NYRWA was booked up for the rest of the year, but recommended that the Village call in January 2023 to schedule sewer I/I investigation for the 2023 season.
- The Village will need to define their desired area of invitations (e.g., smoke testing on/n the Main Street area)
- **The Village needs to contact NTRW soon if they want to reserve these services**
- **For smoke testing, NYRW will require three (3) personnel during testing, and the Village will need to provide the liquid smoke. There is no fee for this**

service.

- For camera work, NYRW will require three (3) personnel during work. This is a \$300/day maintenance fee, and the Village has to provide a UBS Storage Device
- The Village does not have municipal force to help with traffic control for 2 days
- We reached out to NYRW earlier this week and these are the dates that are available for investigations: 6/26 – 6/30, 7/5 – 7/6, 7/24 - 7/27, 7/31 – 8/4, 8/21 – 8/31, 9/5 - 9/7, 9/11 – 9/14, October?
- We can email to reserve dates, and time is of the essence, these are the only dates left since opening up on 1/2/23

#### 14. Water System Priority List

- Recently provided a system map to Fred and will be working with him to understand and prioritize system needs and desired improvements for near term and long term – water plant, transmission and distribution lines, valuing, etc.

#### 15. 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 plans to make a site visit on 12/15/22 to do an inspection, take photos, measure pipes, etc.
- Possible grants include NYCOM Culvert Removal, Replacement & Restoration Grant – Competitive grants for project for the replacement, removal and repair of culverts or weirs. The deadline for the application is February 6, 2023.
  - **We have reviewed the Notice of Funding Opportunity for the Culvert Removal, Replacement & Restoration Grant and do not believe that the Jeff Bank Culvert project qualifies.**
  - **The program running this grant is known as the Culvert Aquatic Organism Passage (AOP) Program and its eligibility focus is on the replacement, removal, repair and improvement of culverts or weirs that would meaningfully improve or restore fish passage for anadromous fish, such as salmon, that migrate up rivers from the sea to spawn, Particularly those species that are currently listed or “could reasonably become listed” under the Endangered Species Act (ESA).**
  - A quick search of the NYS database for that location did not return information for any listed endangered or threatened species or any habitat for an endangered or threatened species.
  - **Has there been any discussion with the Bank to consider opening up the piped area?**

#### 16. Liberty Planning Board Review – Stewart’s Shop

- Reviewed the plan set (dated 9-27-2022) submitted to Stewart’s Shop for their proposed new facility located at 131 Mill Street (NYS Route 52)
- Prepared a list of site plan items that need to be addressed and recommendations

**17. Edgar Street Culvert (by Post Office & Liberty Pub)**

- Lynn Barry notified us of a 3' x 7" crack in the asphalt/top of the culvert in roadway between the parking lot for the Post Office and Liberty Pub
- Lynn is checking with the County to see if it is a Village or a County Bridge
- We plan to make a site visit, and run a hydraulic analysis to see if the size of the culvert is adequate
- Upstream of culvert has angled wing walls, so upsizing may not be feasible unless the entire culvert is replaced (+/- 100 feet)

**CONSIDER UPDATE OF VILLAGE FEES**

**RESOL. # 4-2023:** Motion by Trustee Lake, seconded by Trustee Aracci and unanimously carried approving Resolution #4-2023:

**WHEREAS**, the Village of Liberty Board of Trustees approves the following fees for the Village:

**VILLAGE OF LIBERTY - LIST OF FEES**

**BUILDING DEPARTMENT/CODE ENFORCEMENT FEES**

Building Permits	\$35 minimum charge
New Building Construction	\$.50 cents per square foot Residential \$1.00 per square foot Commercial
Renovations, Accessory Buildings, HVAC, Wood Stoves, Pools, Signs, Etc.	\$35 for the first \$1,000 \$10 for each \$1,000 thereafter
Building Permit Renewal	Renews at the original cost to a max of \$300
Demolition	\$50 per structure on one parcel
Chicken License	\$35
Tragedy Reconstruction	Fee waived to rebuild pre-existing size and placement on single family owner-occupied homes
Fire/Safety & Property Maintenance:	
•Commercial (Bi-Annual)	Under 2,000 square feet - \$125 including operating permit Over 2,000 square feet - \$200 including operating permit
•Mixed Use (Bi-Annual)	Under 2,000 square feet - \$125 including operating permit Over 2,000 square feet - \$175 including operating permit
•Apartments, Camps, Assembly, Motels & Hotels (Annual)	\$115 3-5 units \$140 6-10 units \$175 11-20 units \$200 20-29 units \$250 30 plus units

**ZONING BOARD FEES**

Residential Variance	\$50
Commercial Variance	\$100
Public Hearing Notice	\$35
Certified Mailings	At cost plus \$2.00 per letter

**PLANNING BOARD FEES**

Site Plan	\$100
Special Use	\$100
Minor Subdivision (1-5 lots)	\$75 application fee plus \$25.00 per lot
Major Subdivision (6 lots and up)	\$250 application fee plus \$25.00 per lot
Public Hearing Notice	\$35
Certified Mailings	At cost plus \$2.00 per letter
Escrow Accounts	To be determined on a case by case situation depending on the size of the proposed project

**MISCELLANEOUS FEES**

Sidewalk debris	Fines up to \$100
Snow Removal on Sidewalks	\$250
Lawn Mowing on Private Property	\$250
Rubbish Removal on Private Property	\$250

**CLERKS OFFICE FEES**

FOIL Requests	\$.25 cents per page for photocopying
Banner Permit	\$100 refundable after banner is taken down
Event Permit	1-25 people = \$25 26-50 people = \$50 51-75 people = \$75 76 & over = \$100
Peddlers Permit	\$150 per year; \$100 per month; \$50 per week; \$10 per day
Taxi License:	
•Regular	\$400 per year
•Medical	\$300 per year
•Hack License	\$80 new applicant/\$40 yearly renewal
Overnight Parking Permit	\$500 per year for a placard/Commercial
Towing Permit	\$500 per year per Regular/Flat Bed Tow \$1,000 per year per Heavy Duty Tow
Liquor License	No Fee
Bingo Fees	\$18.75 per game & 3% of profits in each game
Games of Chance	\$25 per year
Birth/Death Certificates	\$10 per copy
Notary Services	Free for Village Residents

**WATER/SEWER FEES**

Water Tap Fee	\$300
Sewer Tap Fee	\$300
Certified Mailings	At cost plus \$2.00 per letter
After Hour Service Call	\$250 plus time
Turn On/Off Water	\$40 Inside/\$50 Outside Village
Door Posting Fee (Delinquent Customers)	\$50

Meter Testing	\$105
Broken Meter Body	\$87.86
Replacement of Meter	\$224.67

\*See Separate Sheet for current water rates

### **GARBAGE FEES**

#### Residential:

•Single Family	\$324
•Two Family	\$648
•Three Family	\$972
•Apartment/1 dumpster	\$1,619

#### Commercial:

•1 Dumpster/1 Pick Up per week	\$1,619
•1 Dumpster/2 Pick Ups per week	\$2,830
•Commercial/No Dumpster 1 P/U week	\$681
•Commercial/No Dumpster 2 P/U week	\$1,191

#### Non Users - Opt Out:

•Single Family	\$162
•Two Family	\$324
•Three Family	\$486
•Commercial/Apartment	\$810

### **CONSIDER PROPOSED LOCAL LAW - #1-2023 - TRASH REMOVAL**

Motion by Trustee Aracci, seconded by Trustee Feasel and unanimously carried to adjourn the Public Hearing scheduled for February 2, 2023 until Thursday, February 16, 2023 at 6:55 p.m.

This hearing is to consider Local Law #1-2023 – to amend Section 35 – 7.A of the Village Code to correct some language and confirm that garbage and items in Section 35.3A may not be brought into the Village of Liberty.

### **NEW BUSINESS: CONSIDER RESOLUTION - POLLING PLACE VILLAGE ELECTION - MARCH 21, 2023**

**RESOL.# 5-2023:** Motion by Trustee Lake, seconded by Trustee Aracci and unanimously carried approving Resolution #5-2023:

**WHEREAS,** the date of the 2023 Village Election is March 21<sup>st</sup> and;

**WHEREAS,** the hours of the Election will be from 12:00 p.m. until 9:00 p.m. and;

**WHEREAS,** the polling place for the Election will be as follows:

**VILLAGE MUNICIPAL BUILDING  
167 NORTH MAIN STREET**

**NOW, THEREFORE BE IT RESOLVED**, the Village Board is in Agreement with the polling place and hours of the Village Election.

**CONSIDER RAFFLE CONSENT FORM – MUSIC FOR HUMANITY**

Motion by Trustee Mir, seconded by Feasel and unanimously carried approving the Raffle Consent Form for Music for Humanity.

This Raffle will begin on February 20, 2023 and continue thru the calendar year of 2023.

**CONSIDER LETTER OF SUPPORT FOR THE TOWN OF LIBERTY**

Motion by Trustee Mir, seconded by Trustee Lake and unanimously carried approving the letter of support of the Town of Liberty’s application for Restore NY Round 7 Grant which will help renovate tax map 108-11-14, known as “The Green Building”.

This project will enhance the aesthetic and appeal of Main Street as well as promote commerce within the Village.

**CONSIDER EVENT PERMIT – JULY 4<sup>TH</sup> CELEBRATION**

Motion by Trustee Mir, seconded by Trustee Lake and unanimously carried approving the Event Permit for a Main Street (Main Street to Chestnut Street) celebration from 10 a.m. to 6 p.m. The Event will be sponsored by the Sullivan County Chamber of Commerce.

The Event will include vendors and a parade that will commence at noon that will march from the Elks Club up Darbee Lane to Main Street.

The Certificate of Insurance was submitted.

**The motions were conditioned on that if the Applicant/Sponsor changes, the Village must receive written notice of the name, address and contact information of the new Sponsor and insurance from the new Sponsor.**

**CONSIDER FEBRUARY MEETING SCHEDULE**

The Board set the following Schedule for February:

**February 16<sup>th</sup> – 8:15 a.m. – Department Head Meeting**  
**February 16<sup>th</sup> – 6:55 p.m. – Public Hearing/Proposed Local Law #1-2023**  
**February 16<sup>th</sup> – 7:00 p.m. – Regular Meeting**



### **CONSIDER PAYMENT REQUESTS FOR WWTP PROJECT**

Motion by Trustee Mir, seconded by Trustee Lake and unanimously carried authorizing the Village Clerk to proceed to process Payment Application No. 9 to General Contract No. VL1-G-21 for Eastman Associates, Inc. for the period of December 1, 2022 through December 31, 2022, in the amount of \$290,803.59 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.

Motion by Trustee Aracci, seconded by Trustee Mir and unanimously carried authorizing the Village Clerk to proceed to process Payment Application No. 4 to Electrical Contract No. VL-E-G-21 for J & J Sass Electric, Inc. for the period of November 1, 2022 through November 30, 2022, in the amount of \$96,188.92 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, **with release of fund (check) contingent upon Contractor providing Eastman Associates, Inc. acceptable schedule information.**

Motion by Trustee Lake, seconded by Trustee Aracci and unanimously carried authorizing the Village Clerk to proceed to process Payment Application No. 3 to Plumbing Contract No. VL1-P-21 for A. Treffeisen & Sons LLC for the period of December 1, 2022 through December 31, 2022, in the amount of \$3,651.80 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.

Motion by Trustee Mir, seconded by Trustee Feasel and unanimously carried authorizing the Village Clerk to proceed to process Payment Application No. 5 to HVAV Contract No. VL1-H-21 for A. Treffeisen & Sons LLC. for the period of December 1, 2022 through December 31, 2022, in the amount of \$8,341.00 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 PHASE 2 – ENHANCE SLUDGE PROJECT/OPTION**

**RESOL. # 6-2023:** Motion by Trustee Feasel, seconded by Trustee Aracci and unanimously carried approving Resolution #6-2023.

**WHEREAS**, The Village Board resolves to move forward with WWTP Upgrade Option 3B – Phase 2 (with septage receiving) for the CWSRF Project No. C3-5352-02-01. WWTP Phase 2 Upgrade – Solids Process and handling, only upon receipt of a WIIA grant, understanding that Septage Receiving will be designed and bid as bid alternate and the Village will have the ability to decide if they want to move forward with Septage Receiving at time of Award of the construction contracts.

**APPROVAL BILLS FOR PAYMENT  
OF BILLS**

**FOR PYMT:** Motion by Trustee Mir, seconded by Trustee Lake and unanimously carried approving Voucher #2662 to Voucher #2742 in the amount of \$261,051.44.

**PLANNING BOARD ESCROW**

Motion by Trustee Mir, seconded by Trustee Feasel and unanimously carried approving the following payment from Planning Board Escrow:

**Delaware Engineering - \$1,916.25  
Re: Stewart Shops**

**EXECUTIVE SESSION:** Motion by Trustee Mir, seconded by Trustee Lake and unanimously carried to go into Executive Session at 8:20 p.m. to discuss a personnel matter in the Police Department and to discuss the employment history/benefits of a retiree.

Motion by Trustee Lake, seconded by Trustee Mir and unanimously carried to come out of Executive Session at 8:41 p.m.

**CONSIDER AGREEMENT WITH RETIREE – ROBERT MIR**

Motion by Trustee Lake, seconded by Trustee Feasel and unanimously carried to enter into an Agreement with Robert Mir (retired from Village Police Department) to suspend his family plan health care benefits (not including vision, which coverage shall continue), for which the Village presently pays the cost for a single person and Robert Mir pays half of the difference between the cost of a single person and the cost of a family plan, indefinitely unless and until he advises that he wants to again continue such health care benefits with the Village, which will be on the same terms (subject to any change in cost) as his present health care benefits.

**Trustee Mir abstained from voting.**

**CONSIDER PART TIME POLICE OFFICER – FRED A. MOORE III**

Motion by Trustee Lake, seconded by Trustee Mir and unanimously carried to hire Fred Moore III as a Part Time Police Officer for the period of February 6, 2023 through and including February 9, 2023 and to hire Fred Moore as a full time Police Officer commencing February 10, 2023.

The part-time police officer pay will be \$15.00 per hour.

The full-time police office pay will be \$25.00 per hour, until certified.

**ADJOURN:** Motion by Trustee Lake, seconded by Trustee Mir and unanimously carried to adjourn the meeting.

**THE MEETING WAS ADJOURNED AT 8:43 P.M.**

**RESPECTFULLY SUBMITTED,**

**JUDY H. ZURAWSKI  
CLERK-TREASURER**

