

BOARD OF PUBLIC WORKS ADVISORY MEETING
October 22, 2015

MEMBERS: Chairman Todd Swanson, Bill Culligan, Tim Abbey, Mike Catalano, John Poshka, Michael Head

OTHERS: Andrew Thompson, Becki Paternosh

MINUTES APPROVAL

Todd Swanson noted there were not minutes generated for the July or August Meetings and the September meeting was cancelled.

Andrew had set up a presentation by Ed Mitchell, Vermont Pubworks, on Work Orders and Asset Management over the computer for the beginning of the meeting. Mr. Mitchell outlined their software programs for use by municipalities to better manage their work, track maintenance, fleet management and to control real property and material inventory. He gave examples and referenced other municipalities that used their system. Following the presentation the Board unanimously felt the use of an asset management system would be advantageous for the Village. Andrew is to research the system more, check references, and look at alternatives. This will be discussed more in our next meeting(s).

OLD BUSINESS:

Survey of Poles - Andrew advised that Osrose has scheduled to start the survey next Monday, October 26, but only after being advised that their continued failure to get started would result in the work by them being cancelled.

EDA has approved the contract and the award for the design for the WPCF has been completed (except for getting original signatures on the contract, which is in progress). Andrew anticipated the start of some preliminary site investigations next week. Andrew noted that Municipal Solutions would be doing the WPCF grant administration for the Village.

NYSERDA Grant for Microgrid Feasibility Study – Willdan, who is doing the feasibility study, is working on the second of four tasks. The completion has been extended out to February for the study.

Andrew advised that Bruce Robinson, Forester, will begin the Village tree survey in November.

The Village Board has approved hiring a consultant to look at how to accomplish billing of reimbursement or credits for the Renewable Energy Buyback Program. The program is to be modeled after a similar program used by Massena, NY. Andrew noted that last month Tom LaPorte had a credit on his electric bill from renewable energy.

REVIEW OF DEPARTMENT HEADS:

Public Works – Leaf pick-up in the Village is scheduled to start on Monday.

Electric Dept. – Urban Engineering continues design work on Thruway crossings at Persons and McKinley Roads. Andrew noted that the Thruway Authority has requested that soil test be taken at the two locations for the borings.

Andrew noted that the SCADA system was now operating, monitoring all three substations and there was voltage control at Bourne Street.

John Tucker has recommended replacement of relays at both the English St. and Portage St. substations.

Water Dept. – noted that Wayne Cardy had retired at the end of September.

Sewer Dept. – Oak St. pump station work has been completed and tested. The SCADA system needs to be set-up and the emergency generator start-up and testing remains to be done before the station is put on line.

NEW BUSINESS/OPEN DISCUSSION:

The replacement for Jerry LaPorte has not been named. The need for a 7th member is needed to assure that a quorum is met for our meetings. We didn't have a quorum for the August meeting and again cancelled September's meeting due to three of the members being absent.

The time and day for meetings was discussed. The fourth Thursday for November and December are holidays. Alternate days of the week were suggested, an earlier time was discussed, also holding the meeting earlier in the month before the Village Trustee's meeting was mentioned. Input from others is appropriate. It was agreed the the November meeting would be canceled (Thanksgiving). Our next meeting will be the 1st of December, a Tuesday, at 6:30 PM. The availability of Eason Hall needs to be verified. There will not be a meeting at the end of December. We will discuss the day/time of our meetings for next year on the 1st of Dec.

Andrew commented on alternate options for the Village's incremental power supplier. He is to research options and provide us information prior to our next meeting.

There being no further business to come before the board the meeting was adjourned on a motion made by Bill Culligan, seconded by Mike Head and was carried unanimously.

