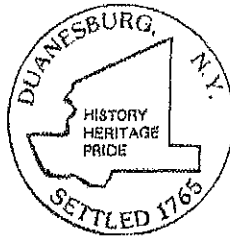


Roger Tidball, Town Supervisor
Diane M. Ferrara, Town Clerk
Jennifer M. Howe, Deputy Town Clerk



John D. Ganther, Jr., Council Member
Charles Leoni, Council Member
Randy Passonno, Council Member
Francis R. Potter, Council Member

5853 Western Turnpike
Duanesburg, New York 12056

Town of Duanesburg

Schenectady County

Phone 518-895-8920
FAX 518-895-8171

Town Board Meeting

APPROVED

Thursday December 8, 2016

Meeting time: 7:00PM

Meeting called to order by Supervisor Tidball at 7:00PM

Present: Supervisor Tidball, Council Members Ganther, Passonno and Leoni, Town Clerk Ferrara

Absent: Council Member Potter, Town Attorney Terresa Bakner

Pledge of Allegiance/Prayer and Moment of Reflection

Public comments on the agenda: Floor opened by Supervisor Tidball for public comments on agenda items listed in the Business Meeting Section of the Agenda for tonight's meeting. Comments limited to 2 minutes per person. No one wished to comment. Floor closed.

Resolution #149-16: Motion by Council Member Potter seconded by Council Member Passonno to approve the minutes from the Town Board Agenda Meeting held on November 3, 2016
Motion carried, 4 ayes

Resolution #150-16: Motion by Council Member Ganther, seconded by Council Member Potter to approve the minutes from the Regular Town Board Meeting held on November 10, 2016
Motion carried, 4 ayes

Clerk's Monthly Report November 01, 2016 - November 30, 2016

Account#	Account Description	Fee Description	Qty	Local Share
	Building Permit Renewal	Building Permit Renewal	2	180.00
	hwyscrap metal	Scrap Metal	1	134.25
	Misc.Fees	Certified Copies - Birth	1	10.00
		Certified Copies - Death	19	190.00
		Photo Copies	22	3.30
	Operating Permit	Operating Permit	1	30.00
		Sub-Total:		\$547.55

A1255	Conservation	Conservation	11	46.15
		Sub-Total:		\$46.15
A2544	Dog Licensing	Female, Spayed	19	171.00
		Female, Unspayed	4	68.00
		Male, Neutered	15	135.00
		Male, Unneutered	3	51.00
		Sub-Total:		\$425.00
B2110	Zoning Variances	Zoning Variances	1	100.00
		Sub-Total:		\$100.00
B2555	Building Permits	Building Permits	5	355.00
	Special Use Permit	Special Use Permit	1	100.00
		Sub-Total:		\$455.00
Total Local Shares Remitted:				\$1,573.70
Amount paid to: NYS Ag. & Markets for spay/neuter program				55.00
Amount paid to: NYS Environmental Conservation				790.85
Total State, County & Local Revenues:		\$2,419.55	Total Non-Local Revenues: \$845.85	

To the Supervisor:

Pursuant to Section 27, Sub 1, of the Town Law, I hereby certify that the foregoing is a full and true statement of all fees and monies received by me, Diane M. Ferrara, Town Clerk, Town of Duanesburg during the period stated above, in connection with my office, excepting only such fees and monies, the application of which are otherwise provided for by law.

Roger Tidball, Supervisor Date 12/8/2016

Diane M. Ferrara, Town Clerk Date 12/8/2016

Monthly Statement of the Town Supervisor

TO THE TOWN BOARD OF THE TOWN OF DUANESBURG, NEW YORK:

Pursuant to Section 119 of Town Law, I hereby render the following statement of all money received and disbursed by this office during the month November 2016.

REVENUES

FUND	AMOUNT
GENERAL FUND	\$ 73,544.76
HIGHWAY FUND	\$ 15.25
FIRE PROTECTION	\$ -
PARK & RECREATION	\$ 0.12
PARKLANDS	\$ 500.35
SERVICE AWARD	\$ 0.48
SEWER DISTRICT	\$ 4.85

#1		
SEWER DISTRICT	\$	1.00
#2		
SEWER DISTRICT	\$	285,346.92
#3		
TOTAL	\$	359,413.73

DISBURSEMENTS

GENERAL FUND	\$	86,209.17
HIGHWAY FUND	\$	33,318.89
FIRE PROTECTION	\$	-
PARK & RECREATION	\$	-
PARKLANDS	\$	-
SERVICE AWARD	\$	-
SEWER DISTRICT	\$	15,633.59
#1		
SEWER DISTRICT	\$	6,044.66
#2		
SEWER DISTRICT	\$	15.00
#3		
TOTAL	\$	141,221.31

Dated: December 8, 2016

Supervisor's Office
Town of Duanesburg

Resolution 151-16: Council Member Ganther motioned, seconded by Council Member Leoni to pay the following claims:

Vouchers to be Paid

December 8, 2016

Monthly Vouchers

Paid Before: #390-394	\$4,699.54
General fund: #395-429	\$366,087.80
SD#1: #105-114	\$10,876.13
SD#2: 108-117	\$4,022.59
In-House Vouchers: #23-26	\$497.54

Highway: #142-150

\$5,777.65

Total Vouchers to be Paid=

\$391,961.25

Motion carried, 4 ayes

Committee Reports:

Sewer; Duane Lake Project Proposals

Bill Brown of Delaware Engineering gave a detailed presentation (see attached) to the residents in attendance and answered questions and addressed concerns such as including the entire watershed for the lake as that seems to be where the bad water is coming from. Mr. Brown explained the capacity of WWTP#1 in Delanson was 100,000 gallons maximum. SD#3 would require 50-60,000 combined with 15-20,000 already being pumped through the system from SD#1. It would have the capacity of approximately 100,000 gallons, so it would be able to accommodate the Duane Lake system. It was explained that the residents would be responsible for the cost of hooking up to the system from the street to the home. If residents decide not to hook up to the system, they would still bear the cost of the debt service yearly. When asked about the frequency of pump failure, Mr. Brown and Supervisor Tidball explained that the mechanical grinders have alarms and lights to warn of a failure. The homeowner calls for repair and these are performed by the operators usually within 12-24 hours depending on what is needed to make the repair. Where does the project go from here? The board will discuss the need for the system, would it be affordable for the homeowners and Town, how will it impact the environment, and does the NYSDEC feel there is a need for the system. Council Member Ganther asked Mr. Brown about how he came up with the figures for the project of between 1.3 and 4.5 million dollars. It depends on which of the systems is put in place. He also added that NYSDEC is asking for a detailed analysis of the District #1 WWTP and the impact District #3 will have on the plant. Quality of life and the quality of the water of Duane Lake are the main concerns of the engineers, DEC and the members of the Town Board.

Sewer Districts #1, 2 and 3:

See attached reports supplied by Mr. Warner and Mr. Brown

Highway:

Council Member Passanno and Superintendent Reed reported that Truck #5 International is repaired and the plow is mounted. The old heating oil tank has been removed from the ground. A new concrete slab was poured and a new 1,000 gallon tank has been installed and will be registered with NYSDEC. Hubble has begun work on Brown and Wells Road culverts, which were delivered today (12/8/2016).

Public Safety:

Council Member Leoni reported that there is no meeting until January 11, 2017. There has been no communication from UCC. The Chief of Quaker Street Volunteer Fire Department has resigned.

Parks:

Council Member Leoni reported that the lights have been installed and are working at the Point. He suggested an adjustment be made to the lights on the flagpole to shine more directly on the flag. The National Lions organization is celebrating its 100th anniversary. They are interested in making upgrades to VanPatten Park including a toilet with a septic tank and leach field, ball fields, jungle gym, swings and improvements to the pavilion. There would be ongoing fundraising during the year. Supervisor Tidball suggested asking the County representatives about available funding or grant money for parks in Schenectady County.

Technology:

Council Member Ganther reported that the cost of the Town Hall tech support from OMNIS is increasing from \$500 per month to \$550. The increase is in line with the increase of computers from 10-16 at Town Hall. The next Cable Negotiation Meeting is scheduled for 12/20/2016. Supervisor Tidball has met with Verizon Wireless to discuss upgrading the phone system at Town Hall. There is another meeting scheduled with the representatives for 12/12/2016. New copy machines will be purchased for upstairs and downstairs offices following the NYS OGS contracts. The machines will be purchased from Metroland Business Machines of Albany.

Business Meeting:

Resolution 152-16: Council Member Ganther motioned, seconded by Council Member Passonno to schedule the End of the Year Meeting for Thursday December 29th @ 6:30pm.

Motion carried, 4 ayes

Resolution 153-16: Council Member Leoni motioned, seconded by Council Member Ganther to schedule the Organizational Meeting for January 5, 2017 @ 6pm preceding the Town Board Agenda Meeting which will be held at 7pm.

Motion carried, 4 ayes

Resolution 153-16: Council Member Passonno motioned, seconded by Council Member Leoni to schedule the Public Hearing for Local Laws #2 and #3 for January 12, 2017 @ 6:45 preceding the Regular Town Board Meeting which will be held at 7pm.

Motion carried, 4 ayes

Resolution 154-16: Council Member Ganther motioned, seconded by Council Member Passonno to authorize Supervisor Tidball to sign payment application #2 in the amount of \$34,327.05 for contract #TD1-2-16 to sign Disbursement Request to release funds to the Town from NYSEFC.

Motion carried, 4 ayes

Resolution 155-16: Council Member Ganther motioned, seconded by Council Member Leoni to authorize payment be released to Vacri Construction for \$74,327.05 upon receipt of funds from NYSEFC.

Motion carried, 4 ayes

Privilege of the Floor:

Comments are limited to 5 minutes per person. Be respectful. Address the entire Town Board. Individual members are not to be singled out. Speak of issues related to Town business. There will be no tolerance for personal attacks on Board Members.

Floor opened 8:30

No one wished to comment.

Floor closed 8:31

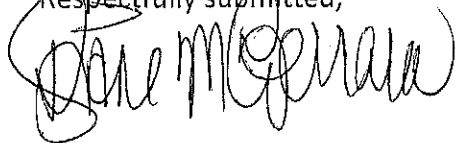
Council Member Ganther motioned, seconded by Council Member Leoni to adjourn the December 8, 2016 Regular Town Board Meeting.

Motion carried, 4 ayes

Meeting adjourned 8:10PM

I, Diane M. Ferrara, Town Clerk of the Town of Duanesburg, so hereby certify that this is a true and accurate transcript of the Regular Town Board Meeting held on Thursday September 8, 2016 at the Duanesburg Town Hall, 5853 Western Turnpike Duanesburg, New York 12056

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Diane M. Ferrara", written over the printed name.



DELAWARE
ENGINEERING, D.P.C.
CIVIL AND ENVIRONMENTAL ENGINEERING

TOWN OF DUANESBURG, NY
TOWN BOARD MEETING
December 8, 2016
Duane Lake Sanitary Sewer System

1. Project Status

- Duane Lake Association expressed an interest in the creation of a community sewer system to address declining water quality in Duane Lake
- Town of Duanesburg authorized Delaware Engineering to prepare an engineering report which would evaluate the feasibility of such a system
- Preliminary concepts for a community system would be to install a collection system that would extend around the perimeter of the lake. Due to the topography and home locations close to lake it is anticipated that the majority of this system would require pumping
- Parcels adjacent to Duane Lake Road would be served by this line, total of 129 parcels in this alignment (inclusive of all 82 Lake Association parcels). Overall watershed for lake includes ~164 parcels
- Upon collection the sanitary flows would require treatment. Three alternatives have been reviewed for this component:
 - Pumping wastewater to Duanesburg (SD#3) system which is then pumped to the existing Delanson WWTP (SD#1)
 - Alternative would require installation of approximately 5,500 feet of piping, including crossing under I88, and upgrades at the Delanson Plant,
 - Subsurface disposal
 - Alternative would require large septic tanks (~15K – 20K gallon total capacity) and a leach field of approximately 6-8 acres in size. SPDES permit required Fill system likely required as native material not conducive to percolation. Property would need to be acquired
 - Wastewater Treatment Plant
 - Alternative would entail construction of a WWTP dedicated to treat Duane Lake Flows with capacity in range of 15k-20k gallons per day. Treated flows would be discharged to Bozenkill Creek. New SPDES permit would be required, additional O&M staff, land acquisition would be needed to site WWTP
- **PRELIMINARY CONSTRUCTION COSTS - +/- 20%**
- Collectionsystem piping = ~12,500 lineal feet @ \$80/lineal feet = \$1,000,000
- Collectionsystem pumping – anticipate grinder pumps @ each of the 129 parcels in current layout @ ~\$10,000 per pump = \$1,290,000
- Treatment Alternatives:

- Pumping to SD #3
 - ~ 5,500 lineal feet @ \$150 lineal foot = \$825,000
 - Upgrades @ Delanson plant to handle additional flows ~\$400,00
 - Subsurface disposal – land acquisition and construction of leach field \$1.5 to \$2 million (SPDES permit required)
 - New WWTP near lake and discharging to Bozenkill
 - Land acquisition & construction of new facility estimated @\$1.75 to \$2.25 million
- Estimated construction costs range from \$3,515,000 to \$4,540,000
- Add 20%-25% for engineering, legal, admin, financing/interest, etc
- Total Project Cost in range of \$4.4 million to \$5.7 million depending on selected alternative
- Debt service for 129 parcels, assuming 30 year term and 4% interest in range of \$2,000 to \$2,500 per year based on estimated project cost
- Cost of O&M for new system to be added to this to set final cost to user
- Next Steps
 - Finalize Engineering Report and submit to NYSEFC to get project listed on Intended Use Plan
 - If Town and Duane Lake residents desire to move forward with project a Plan of Finance and District Formation subject to permissive referendum would be required
- Potential Schedule
 - EFC Project Listing – Spring 2017
 - Plan of Finance – Summer/Fall 2017
 - District Formation – Summer/Fall 2017
 - System Design and Regulatory Approvals – Winter 2017/Spring 2018
 - Construction – Spring 2018 through Summer 2019

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Monthly Report December 2016

Submitted by: Dale Warner 12/01/16

SD#1

Attended a 3 Hour class with Andrew for Hazardous and Toxic Materials 11/30/16

Plant:

1. Problem with Blower on EQ Tank, Ordered a new blower for EQ Tank 11/7/16
2. Removed Blower in EQ Tank 11/8/16
3. Installed new Blower in EQ Tank on 11/10/16
4. Contacted ACI to calibrate Chart readers at both plants. 11/15/16
5. Insulation completed at WWTP EQ and Influent Valves 11/29/16
6. Emptied and cleaned SBR Tank #1 removed rags and sludge from equipment 11/29/16
7. Sand Filter replacement work to begin in December 11/30/16

Collection System:

- 1.

SD#2

Meeting held with Doug Cole from McDonald Engineering at WWTP on 11/3/16 Discussed problems and solutions for operation of plant.

Plant:

1. ACI calibrated Chart Readers 11/30/16

Collection System:

1. Completed painting pump stations and finished remaining roof on S. Shore pump station 11/2/16
2. 2203 Weast Rd. Residential Grinder pump problem replaced (Off) Float 11/2/16
3. Broken Basin reported at 320 S. Shore Rd. will need to be replaced in spring no one living at site need to find shut off at street to prevent any backflow into basin.
4. Went to 320 S Shore to remove pump which is buried in mud before freezes. Cannot locate curb stop 11/14/16
5. Ordered a metal detector to help located curb stop drawing is not accurate 11/15/16
6. Located curb stop at 320 S. Shore Rd. did revised drawing for location 11/18/16
7. 177 S Shore Residential Grinder Pump replaced (On) Float

SD#3



DELAWARE
ENGINEERING, D.P.C.
CIVIL AND ENVIRONMENTAL ENGINEERING

TOWN OF DUANESBURG, NY
TOWN BOARD MEETING

December 8, 2016

Report on Sewer District #3 Project

1. Project Status

- Town awarded \$750,000 Water Grant for project from NYS EFC – acceptance of grant award submitted to NYSEFC - Loan closing with NYSEFC completed 10/27/16
- Onsite construction during October and November – mostly wrapped up until spring
- Pump station, meter and valve pits installed near Fire Station
- Approximately 1,850 feet of sewer piping, 9 concrete manholes, and 10 service laterals. Installed piping extends from Fire Station, past airport, and to bank
- Vacri Construction has submitted Payment Request #2 for Contract TD1-G-16 in the amount of \$74,327.05 for work completed through 12/2/2016. There is \$1,835,507.50 remaining in the Contract
- Delaware Engineering has reviewed the request and agree with the costs presented
- **Recommend Town Board authorize Supervisor to sign Payment Application #2 in the amount of \$74,327.05 for Contract TD1-G-16 and to sign disbursement request to request release of funds to Town from NYSEFC**
- **Recommend Town Board authorize payment be released to Vacri Construction in the amount of \$74,327.05 upon receipt of funds from NYSEFC**
- Waiting for revised occupancy permit from Railroad for bridge crossing
- DOT has reviewed and approved alternate bridge crossing details (attaching new pipe to bridge beam instead of bridge deck) which will allow for Work Permit to be issued to contractor (application submitted by Vacri)

2. Delanson Plant

- **NYSEFC certification of plans to be signed by engineer and Town, request Board authorize Supervisor to sign**
- Filter media replacement work – contracts awarded
- Materials onsite and installation anticipated for next week
- Contractor and Delaware in communications with Town staff to coordinate access and installation

3. Duane Lake Sewer Evaluation

- Preliminary evaluation - see attached sheets

4. Attachments

- None

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Environmental Facilities Corporation

ANDREW M. CUOMO
Governor

SABRINA M. TY
President and CEO

December 09, 2016

Jennifer L. Wieszcholek
Trust Administrator
Manufacturers & Traders Trust Co.
Corporate Trust and Agency Services
One M&T Plaza
Buffalo, NY 14203

Resolution #155-16

Re: CW Short Term Financing

The New York State Environmental Facilities Corporation hereby acknowledges and approves the following requisition for disbursement.

Agreement Dated: October 27, 2016
Recipient: Town of Duanesburg
Requisition No: 2

Project #: C4-3469-02-00

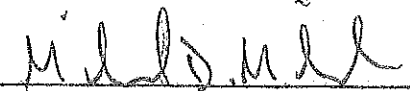
Funding Source	Authorized Amount	Previous Disbursements	Amount To Be Released	Net Available
Grant - NYSWG	\$750,000.00	\$285,345.96	\$74,327.05	\$390,326.99
Loan - General	\$2,250,000.00	\$0.00	\$0.00	\$2,250,000.00
	\$3,000,000.00	\$285,345.96	\$74,327.05	\$2,640,326.99

Disburse from: 185008224 CW UNAL CORPUS F019 \$0.00
3002282 CW NYS Water Grant Fund F019 \$74,327.05

Wire Transfer to
NBT Bank
ABA No. 021305577
Acct No. 7007608041 (T) Duanesburg
Town of Duanesburg SD #3

Date To Release Funds:

December 15, 2016


Authorized Officer

cc: Roger Tidball

Cost Summary
Duanesburg I, C4-5469-02-00

Request No. 2

Contractor Name / Cost Description	Contract Date	Contract Amt	Eligible Amt	Disbursed To Date	Project Cost To Date	Available	Costs Requested
Contingency	05/25/2016	\$106,550.00	\$0.00	\$0.00	\$0.00	\$0.00	
Contingency	Estimate	\$106,550.00	\$0.00	\$0.00	\$0.00	\$0.00	(not releaseable)
New contracts (include copy of contract with request):							
PROJECT TOTALS FOR C4-5469-02-00:							
		\$3,000,000.00	\$185,000.00	\$0.00	\$0.00		0
				LESS OFFSETS:			
				TOTAL NET REQUESTED FOR THIS DISBURSEMENT:			\$74,327.05

Summary of SRF Funding for C4-5469-02-00 (all financings)	
Total Amount Financed by SRF:	\$ 2,250,000.00
Total SRF Grant:	750,000.00
Total Project Costs Disbursed to Date:	0.00
PLUS: Cost of Issuance Disbursed:	0.00
Total SRF Funds Disbursed To Date:	\$ 0.00

12.9.16 CDS