

CLIFTON PARK WATER AUTHORITY

BOARD MEETING NOTICE

WEDNESDAY, SEPTEMBER 15, 2021

7:00PM

661 CLIFTON PARK CENTER ROAD

CLIFTON PARK, NY 12065

**CLIFTON PARK WATER AUTHORITY
BOARD MEETING**

**Wednesday, September 15, 2021
7:00 PM**

AGENDA

Privilege of the Floor

Old Business

- Project to Increase Capacity from SCWA
- Project to Investigate Capacity Improvements in Preserve
- Verizon Request for Installation of Telecommunications Tower at Boyack WTP
- Water Main Replacement on Plank Road
- DISH Network Request for Installation of Telecommunications Equipment on Knolltop Water Storage Tank
- Verizon Request for Equipment Modification at Knolltop Water Storage Tank

New Business

- Engineering RFQ
- 2022 CPWA Operating and Capital Budget
- Lawn Irrigation System Rules and Regulations

Other Business

- Approve Minutes of August 11, 2021 Meeting

CLIFTON PARK WATER AUTHORITY

BOARD MEETING MINUTES

SEPTEMBER 15, 2021

Those present were: Mr. John Ryan, Vice Chairman; Mr. Peter Taubkin, Board Member; Mr. William Butler, Treasurer; Ms. Alexis Osborne, Secretary; Mr. Donald Austin Jr., Administrator; Mr. Ronald Marshall, Superintendent; and Mr. James Trainor, Attorney. Absent: Mr. Helmut Gerstenberger, Chairman.

Mr. Ryan called the meeting to order at 7:05pm.

PRIVILEGE OF THE FLOOR

Craig Monroe of Craig's Mowing and Landscaping spoke to the Board regarding the new lawn irrigation system rules and regulations policy. Last week he had an unusual install of an irrigation system in town. This particular property is a quadplex on a slab where the water supply comes right in the center of the house. Typically, check valves and time clocks are installed in the basement. Since this house didn't have a basement, Mr. Monroe mounted the check valve outside of the house. The CPWA's inspector failed the inspection because the check valve was installed outside and could freeze in the winter if not properly winterized. Mr. Monroe questioned why the CPWA allows other check valves in ground vaults in other applications around the town and why aren't there written rules that state acceptable installation methods. This sprinkler inspection failure caused him to have additional expenses and work that wasn't anticipated. Mr. Austin explained that the CPWA doesn't have a written policy but it is in drawings showing the check valve inside the house. Mr. Monroe voiced his concern that earlier this afternoon, he was denied a copy of the rules and regulations that was on the agenda for tonight's meeting. Mr. Austin explained that this was not a public hearing. He was taking what the CPWA has in policy and practice and formalizing it on paper and bringing it to the Board for review. Mr. Monroe presented the Board with a list of questions he had after reviewing the proposed Lawn Irrigation System Rules and Regulations. Mr. Austin will review his list and respond. In the meantime, if Mr. Monroe has any questions, he should contact Mr. Austin directly until a written policy is approved.

OLD BUSINESS

PROJECT TO INCREASE CAPACITY FROM SCWA

The physical installation work is complete. The pumpstation is scheduled for start-up on Monday, September 20th. Mr. Austin is not sure if it's going to happen because there is still some programming work that needs to be completed.

A **motion** was made by Mr. Butler to amend Resolution #17, 2020 to authorize the change order for the SCWA Interconnect Upgrade; seconded by Mr. Taubkin.

**RESOLUTION #18, 2021 – AMENDING RESOLUTION #17, 2020
AUTHORIZE CHANGE ORDER FOR SCWA INTERCONNECT UPGRADE**

WHEREAS, the Clifton Park Water Authority (CPWA) has awarded a construction contract for the construction of a pump station at its connection with the Saratoga County Water Authority, and

WHEREAS, additional pipe support work and electrical wiring not identified on the construction plans has resulted in the need for a Change Order to the original contract that totals more than the amount remaining in the contract allowance, and

WHEREAS, this contract was awarded by Resolution #17, 2020 at a meeting of the CPWA Board of Directors, and

WHEREAS, the CPWA Board of Directors wishes to approve the Change Order and amend the resolution to include an additional \$2,953.03 expenditure for the SCWA Interconnect Upgrade, now therefore be it

RESOLVED, that the Clifton Park Water Authority hereby approves the Change Order as attached and amends Resolution #17, 2020 to include an additional \$2,953.03 expense for pipe supports and electrical wiring and increase the Capital Budget item for this project accordingly.

Roll Call Vote:

Mr. Gerstenberger	- Absent
Mr. Ryan	- Aye
Mr. Taubkin	- Aye
Mr. Butler	- Aye
Ms. Osborne	- Aye

A **motion** was made by Mr. Taubkin approving Payment Request #5 in the amount of \$69,859.91 and Payment Request #6 in the amount of \$307,976.83 to Wm. J Keller & Sons Construction Corp; seconded by Ms. Osborne. The **motion** carried 4-0, 1 absent.

PROJECT TO INVESTIGATE CAPACITY IMPROVEMENTS IN PRESERVE

Mr. Austin stated this project is at a standstill. He has been dealing with some issues between C.T. Male Associates and Smith Well Drilling. Smith Well Drilling invoiced C.T. Male \$34,125.00 and is refusing to do work for the CPWA until it is paid. The Authority has received and paid the invoice from C.T. Male for the original proposed amount of \$25,000.00. C.T. Male is dealing with Smith Well Drilling over the difference.

Mr. Austin has a meeting set up next week with Chad Kortz and Kirk Moline of C.T. Male to discuss the results of the first test well and whether it is worthwhile to test the second test well.

VERIZON REQUEST FOR INSTALLATION OF TELECOMMUNICATIONS TOWER AT BOYACK WTP

Mr. Ryan recused himself from this discussion. Mr. Trainor has reviewed their proposed lease agreement and has come back with some revisions he would like to see made. Mr. Trainor feels the changes are pretty extensive but feel they will protect the CPWA long term. Mr. Austin will review and send the revised contract to Verizon for their review.

WATER MAIN REPLACEMENT ON PLANK ROAD

Mr. Butler made a **motion** to amend Resolution #15, 2021 to approve the additional expenditure for the Plank Road Main Realignment; seconded by Mr. Taubkin.

**RESOLUTION #19, 2021 – AMENDING RESOLUTION #15, 2021
APPROVE ADDITIONAL EXPENDITURE FOR PLANK ROAD MAIN
REALIGNMENT**

WHEREAS, the Clifton Park Water Authority (CPWA) Board of Directors passed Resolution #15, 2021 authorizing work to realign a section of water main on Plank Road in the amount of \$40,378.69, and

WHEREAS, the contractor, Carver Construction, has incurred additional costs totaling \$1,739.55 for concrete and pipe fittings that were not included in their original price, now therefore be it

RESOLVED, that the Clifton Park Water Authority hereby approves an additional expenditure of \$1,739.55 for concrete and pipe fittings related to the Plank Road water main realignment.

Roll Call Vote:

Mr. Gerstenberger	- Absent
Mr. Ryan	- Aye
Mr. Taubkin	- Aye
Mr. Butler	- Aye
Ms. Osborne	- Aye

DISH NETWORK REQUEST FOR INSTALLATION OF TELECOMMUNICATIONS EQUIPMENT ON KNOLLTOP WATER STORAGE TANK

Mr. Ryan recused himself from this discussion. Mr. Austin has not heard back from them since July's board meeting.

VERIZON REQUEST FOR EQUIPMENT MODIFICATION AT KNOLLTOP WATER STORAGE TANK

Mr. Ryan recused himself from this discussion. A **motion** was made by Ms. Osborne authorizing Verizon equipment modifications at the Knolltop Tank; seconded by Mr. Taubkin.

**RESOLUTION #20, 2021 – AUTHORIZE VERIZON EQUIPMENT MODIFICATIONS
AT KNOLLTOP TANK**

WHEREAS, Verizon Wireless has requested consent from the CPWA for modification of their telecommunications equipment at the CPWA’s Knolltop Water Storage Tank, and

WHEREAS, the additional loading is minimal and poses no significant structural impacts to the tank, and

WHEREAS, the Lease Agreement between the CPWA and Verizon Wireless requires approval by the CPWA for such modifications when additional loading on the tank is proposed, and

WHEREAS, Verizon Wireless has provided plans and structural analyses for these modifications that have been reviewed and deemed acceptable by the CPWA’s Administrator and CT Male Associates, now therefore be it

RESOLVED, that the CPWA Board of Directors hereby consents to the equipment modification request by Verizon Wireless and authorizes the CPWA Administrator to execute any documents needed to provide such consent.

Roll Call Vote:

Mr. Gerstenberger	- Absent
Mr. Ryan	- Abstain
Mr. Taubkin	- Aye
Mr. Butler	- Aye
Ms. Osborne	- Aye

NEW BUSINESS

ENGINEERING RFO

Mr. Austin has prepared a Request for Qualifications for Engineering Services. He sent it out to seven different local firms. They have until October 6th at 3pm to submit their proposal for engineering services. Mr. Austin will forward the proposals to the Board for their review for next month’s board meeting. Mr. Butler recommended putting together a weighted scoring criteria sheet. He also suggested the top three should be brought in for an interview.

2022 CPWA OPERATING AND CAPITAL BUDGET

Mr. Austin presented the Board with the preliminary 2022 Operating and Capital Budgets. He noted annual increases to health insurance, wage increases based on the union contract, purchased water based on prior years increased usage, and workers’ compensation based on claims.

LAWN IRRIGATION SYSTEM RULES AND REGULATIONS

Mr. Austin presented the Board with the Rules and Regulations for Underground Irrigation Systems. He stated these are the current practices that are followed and wishes to formalize them for clarity.

He reviewed Mr. Monroe's questions:

- **What is the permit cost and re-inspection fee?** Permit Fee is \$50.00. Follow-up to Failed Inspection is \$25.00. These amounts may change and therefore are listed on the fee schedule that can be found on www.cpwa.org.
- **What are watering restrictions?** Odd/even based on house number. These restrictions are in place from May 1st through September 30th. These may also change and can be found on www.cpwa.org.
- **Questioned the use of larger trunk lines due to pressure loss on long runs because the lots are large.** Mr. Austin will have to do some research on this item. He explained that the line size limit is to restrict the amount of water being used for lawn sprinkling.
- **Is there a way to specify backflow devices so contractors are able to bid out jobs?** Mr. Austin explained that it is difficult to specify backflow devices without knowing what the use in the building is going to be. It will be either a double check valve or a reduced pressure zone valve (rpz) to be determined by the use. He may contact Mr. Austin to determine the correct valve.
- **The way the commercial is currently written it will make it so HOA with common areas will not be able to have inground sprinklers due to being subject to the rules of the residential system installation.** Mr. Austin stated it is a legitimate point because there are some situations where there isn't a building associated with an irrigation system. Commercial irrigation systems require a separate water meter, located at the connection to the building plumbing. The irrigation meter is a submeter of the main building water meter. He agreed that some HOA common areas have irrigation systems that don't meet the criteria and the check valve and meter are installed in an underground vault with a direct connection to the water main to service that system. In this case, where it's not possible to connect to interior building plumbing, this will be allowed.
- Mr. Monroe also commented on the need for regulations on outside plumbing. He stated there are some inferior installations that are done in plastic with a plastic elbow going down into the ground that crack due to settling or freezing. He has replaced at least a dozen this year alone. He proposes requiring UV resistant pipe or copper pipe. Mr. Austin stated that the CPWA does not want to start regulating material used after the double check valve.

The Board appreciated Mr. Monroe's participation and will take his comments under advisement for revision of the Rules and Regulations for next month's meeting.

OTHER BUSINESS

- Mr. Marshall thanked the Board for the employee appreciation luncheon.
- On Friday, September 3rd there was another large water main break on Carlton Road. This is the third break in the last year. The CPWA's engineering firm and Mr. Austin are going to look into the best way to remediate this situation.

APPROVE MINUTES OF AUGUST 11, 2021 MEETING

A **motion** was made by Mr. Butler to approve the minutes of August 11, 2021; seconded by Mr. Taubkin. The **motion** carried 4-0, 1 absent.

The CPWA's next board meeting is scheduled for October 13, 2021 at 7pm.

A **motion** was made by Mr. Ryan to adjourn the meeting at 8:18pm; seconded by Mr. Taubkin. The **motion** carried 4-0, 1 absent.

Respectfully submitted,

Sheri Collins

Recording Secretary

cc: CPWA Board of Directors
Trainor Law PLLC