



CLIFTON PARK WATER AUTHORITY

BOARD MEETING MINUTES

DECEMBER 15, 2021

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

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

APPROVE MINUTES OF NOVEMBER 10, 2021 MEETING

A motion was made by Mr. Butler to approve the minutes of November 10, 2021; seconded by Mr. Ryan. The motion carried 5-0.

PRIVILEGE OF THE FLOOR

No members of the public present.

OLD BUSINESS

PROJECT TO INCREASE CAPACITY FROM SCWA

Mr. Austin stated there is nothing new to report. The project is at a standstill waiting for EFI to do some programming work.

VERIZON REQUEST FOR INSTALLATION OF TELECOMMUNICATIONS TOWER AT BOYACK WTP

Mr. Ryan recused himself from this discussion. Mr. Trainor has had conversations with Verizon Wireless's attorney discussing the proposed lease agreement. He feels they have made good progress and he expects to have a finalized version within the next few days.

ENGINEERING RFQ

Rich Straut, P.E., Jason Ballard, P.E., and Daniel Marshall introduced themselves from Barton & Loguidice. They spoke about their company, their understanding of the CPWA, identifying CPWA goals and mission and their approach to master planning, and their responsiveness.

The company was formed in 1961. They have 18 offices across New York State and New England with approximately 350 employees. Their capital region office is located in Albany with approximately 15 water and wastewater professionals. They do project funding and grant writing with in-house grant writers. They are a NYSERDA FlexTech Firm. They also have connections with NYSDEC, NYSEFC, & NYSDOH. They are available at any time for

questions, providing 24/7 access. Their priority is listening to their client's concerns, addressing their questions, and creating a plan to help them achieve their goals. They will provide regular communications and stay within the scope, budget, and schedule on projects. They also offer licensed operator services with training, operations, SOPs, etc.

Mary Beth Bianconi, Partner at Delaware Engineering and Project Principal, Brock Juusola, Partner and Chief Process Engineer, and Peter Martin introduced themselves from Delaware Engineering. Delaware Engineering, D.P.C. specializes in civil engineering with a focus on public water, sewer and drainage systems. They have a staff of over 60 engineers, environmental scientists, planners and technicians that are exceptionally versed in assisting public water supply systems with engineering and scientific services that results in the provision of the highest levels of service for water customers. They are adept at supporting public water supply systems in dealing with the challenges of persistent constituents of concerns in drinking water. They have been providing engineering services to municipalities for over 30 years. Their client base is almost entirely local government, with a focus on municipal infrastructure and public facilities. Their experience includes source water development, testing and permitting, treatment design, water storage and distribution systems including hydraulic analysis, extensions of service areas, regulatory compliance with respect to long-standing MCLs as well as emerging contaminants, the preparation of asset management plans, emergency action plans, and support for system operations. They are a partner to their clients. They have trained staff at all levels available on-call as-needed to take late night/weekend calls and emergencies. They have engineers and technicians on staff with a variety of licenses including water plant and distribution operators, wastewater plant operators from 4A down.

Mr. Gerstenberger made a **motion** to move into executive session at 9:25pm to discuss the engineering proposals; seconded by Mr. Ryan. The **motion** carried 5-0.

Mr. Gerstenberger made a **motion** to move out of executive session at 9:55pm; seconded by Mr. Ryan. The **motion** carried 5-0.

NEW BUSINESS

T-MOBILE EQUIPMENT MODIFICATION REQUEST

Mr. Ryan recused himself from this discussion. T-Mobile has submitted a request for modifications of their telecommunications equipment on the Knolltop Water Storage Tank. A **motion** was made by Mr. Taubkin authorizing T-Mobile Equipment Modifications at Knolltop Tank; seconded by Mr. Gerstenberger.

RESOLUTION #27, 2021 – AUTHORIZE T-MOBILE EQUIPMENT MODIFICATIONS AT KNOLLTOP TANK

WHEREAS, T-Mobile Northeast LLC (T-Mobile) 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 T-Mobile requires approval by the CPWA for such modifications when additional loading on the tank is proposed, and

WHEREAS, T-Mobile 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 T-Mobile and authorizes the CPWA Administrator to execute any documents needed to provide such consent.

Roll Call Vote:

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

NYS LOW INCOME HOUSEHOLD WATER ASSISTANCE PROGRAM

The New York State Low Income Household Water Assistance Program (LIHWAP) has provided the CPWA with information and a Vendor Agreement. The NYS LIHWAP was established through the Consolidated Appropriations Act, 2021 and the American Rescue Plan Act, 2021. NYS will use these funds to assist low income households that pay a high proportion of household income for drinking water and wastewater services. Benefits will be issued directly to drinking water and wastewater providers to restore or prevent loss of drinking water or wastewater services. The Office of Temporary and Disability Assistance (OTDA) will operationalize LIHWAP benefits in two phases. Phase one funding and outreach will target households with arrears for unpaid charges for drinking water and/or wastewater services. In phase two, OTDA will reevaluate available funding and if feasible, focus on establishing a benefit to assist eligible households with current drinking water and/or wastewater bills. This is a NYS administered program that will start December 1, 2021 and end on September 30, 2023, or when funding is exhausted, whichever occurs first. The moratorium on utility service shutoffs during the COVID-19 state of emergency will end on December 21, 2021. A **motion** was made by Mr. Gerstenberger to approve the Agreement for NYS Low Income Household Water Assistance Program; seconded by Mr. Butler.

RESOLUTION #28, 2021 - APPROVE AGREEMENT FOR NYS LOW INCOME HOUSEHOLD WATER ASSISTANCE PROGRAM

WHEREAS, New York State has received federal funds that will be used to assist low income households with payment of water and wastewater charges through the NYS Low Income Household Water Assistance Program (LIHWAP), and

WHEREAS, payments under this program will be made directly to the vendor, and

WHEREAS, in order to receive payment under this program, it is necessary for the CPWA to enter into a vendor agreement with the NYS Office of Temporary and Disability Assistance, now therefore be it

RESOLVED, that the CPWA Board of Directors hereby agrees to enter into a vendor agreement, as attached, with the NYS Office of Temporary and Disability Assistance and authorizes the CPWA Administrator to execute the agreement and any other documents or instruments necessary to facilitate this agreement.

Roll Call Vote:

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

OTHER BUSINESS

The CPWA's next board meeting is scheduled for Tuesday, January 18, 2022 at 7pm.

A **motion** was made by Mr. Gerstenberger to adjourn the meeting at 9:56pm; seconded by Mr. Butler. The **motion** carried 5-0.

Respectfully submitted,
Sheri Collins
Recording Secretary

cc: CPWA Board of Directors
Trainor Law PLLC
