**BOARD OF PUBLIC WORKS ADVISORY MEETING**

**February 13, 2024**

MEMBERS Attending: Chairman - Todd Swanson, Steve Rudnicki, Troy Winkleman, and Dennis Lutes

OTHERS: Andrew Thompson, Erin Schuster

MINUTES:  **A motion to approve the minutes of the 14 November meeting was made by Troy Winkleman and seconded by Steve Rudnicki. The motion was passed unanimously.**

OLD BUSINESS:

Andrew provided an update of on-going, and past projects, as well as the activities of the Village DPW departments. Andrew again noted no information has been received regarding the grant application future work at the WPCF. He is expecting results any day.

For the Minton Reservoir/WTP pump station Andrew advised as-built drawings and O&M manuals from H&K and Gerwitz & McNeil are being reviewed by MRB. The warranty issue related to one of the pump seals has been repaired.

Andrew indicated the final accounting with National Grid for the Finley Rd. work was unchanged. As such, final close-out with O’Connell’s claim for delay cost due to the error by National Grid is still open. Replacement of the one switch is also pending.

Andrew provided an update on the other Electric Dept. projects. He indicated that Ledge Creek Dev. completed their work at the Portage Substation. Coordination with the Hendrix consultant for inspection of installation of conductors may begin next week, weather permitting. The vacuum breakers have been tested, installation waiting for drawings from Jon Tucker. Final connections still anticipated closer to spring.

Andrew reviewed more of the results of PSE’s (Power System Engr.) power model. Andrew indicated some tweaking of the model was necessary to be more accurate. Results will be shared. He will forward the results in an e-mail. Andrew advised that PSE is working on the Bourne St. substation upgrade. They have provided an initial layout dwg. and electric wiring diagram. They are working on the sizing of the new transformers. Andrew indicated that he wanted to go out with a PO for the new transformers ASAP due to the long lead time.

Regarding MRB Support Services, Andrew advised that he is still waiting news on the grant for the work on Cottage and Academy Streets storm drainage, sidewalks and paving. Andrew indicated that he has a meeting schedule with MRB to review the results of the Water System Master Plan on 20 February. Andrew noted that EFC will be managing the grant for the Village.

Regarding the manhole replacement project at Growers, Andrew advised the contract was awarded to Kingsview after verification of subcontractors and insurance. He advised that the approximate cost share split was 21% Growers, 41% Welches and 37% Village.

Regarding the CGR report and recommendations, Andrew will call a separate meeting in the future to discuss with board members.

Andrew discussed the fiber-optic owner/operator issue in more detail. He had provided some feedback from Sherburne’s experience. He indicated he would forward additional information and outline advantages/disadvantages.

Regarding the Power factor letter to industrial customers, Andrew indicated no change; feedback positive and several local industries are actively pursuing.

Andrew noted that the Village Board has passed a resolution to move forward with an electric rate increase, BST Accounting will handle this for the Village.

REVIEW OF DEPARTMENT HEADS:

Public Works – Primary work is replacing water service lines on Cass St.

Electric Dept. – Replacing primary conductors along RR tracts to Persons St.

Water Dept. – Operations, inspection for lead service lines and mortar repointing at treatment plant south wall.

Sewer Dept. – Operations.

NEW BUSINESS/OPEN DISCUSSION:

Andrew noted he still needed to contact NYDOT regarding requirements for cleanup, and pavement repair on State roads related to contractors doing Village utility work.

**Steve Rudnicki made the motion to adjourn, seconded by Troy Winkleman and unanimously passed.**

The next Advisory Board meeting is scheduled for 12 March 2024 at 6:30.