

Village of Harrisville
Dissolution Study Committee Meeting
Meeting #6 – June 20, 2017 @ 6:00 p.m. @ the Joint Municipal Building
Minutes

Attendees:

Committee Members - David Parow, John LaDuc, Julie Malbeuf, Marianne Dicob, Donald Messer, Ray Gregory, Gary Williams, Jessica Jenack, Celia Bango, Autumn Stearne,

Public – Kelly Ritz, Mark Ritz, Roger LaPlatney, Tom Best, Jim Smith, Vickie Backus, Jim Backus, Paul Jackson, Pamela Miller

Consultants –Star Carter (DANC), Carrie Tuttle (DANC)

1. S. Carter provided the Committee with a copy of the Draft Existing Conditions Report and summarized the information contained in the report.
 - a. A copy of the Village of Harrisville’s Water Withdrawal Permit from NYS Department of Environmental Conservation (NYSDEC) was obtained to verify the amount of permitted capacity noted in the report. T. Voss of NYSDEC relayed that there is a condition in the permit from 1990 that the Village was required to install water meters by the year 2000, which has not been met. A copy of the permit was provided to the Village and it’s recommended that the Village Board follow up with Mr. Voss on this matter. A copy of the permit was also provided to the Village’s Engineer, Mr. Kevin Feuka, P.E. with C2AE. This permit condition doesn’t impact dissolution as this issue will have to be addressed regardless of whether or not the Village elects to dissolve, but it could limit the Village’s ability to expand service to new users or to obtain funding for future water projects if it is not addressed adequately with the NYSDEC.
 - b. Existing Conditions Debt - The Town of Diana bridge debt will be paid off in July 2017. The report was updated to reflect this payoff information on Page 27. G. Williams stated in the meeting that the Village of Harrisville’s water debt will be paid off in 3 years, but has not provided S. Carter with a copy of the financing agreement. Once the financing has been verified, the report will be updated with the Village debt terms.
 - c. Table 20 – A sentence will be added to Table 20 (in addition to explaining in the paragraph prior) to further clarify the meaning of the municipalities that are designated with an asterisk.
 - d. After the meeting, there was a comment that the 2017 tax levies for the Village and Town in Table 29 were not correct. S. Carter contacted Lewis County Real Property to verify the original figures, and the County provided corrected fiscal year 2017 figures that were also verified by the Village and Town Clerk/Treasurer: Village Tax Levy for 6/1/17-5/31/18: **\$175,633**; Town Tax Levy for 1/1/17-12/31/17: **\$661,465**. Table 29 has been updated with the correct tax levies and the corrected CETC of **\$125,564**.

2. Other business:
 - a. S. Carter answered a question that was raised about the Village and Town conducting business while the dissolution study is ongoing. There are no restrictions in the contract with NYS

Department of State that would preclude the Village or Town from proceeding with normal government business during the course of the study.

b. Prep for Public Meeting #1

- i. Press release – S. Carter mentioned that the Press Release has been drafted and is ready to be posted in the Bargain Hunter and at any other locations where the public is likely to see the notice.
- ii. Venue set-up - The Committee will be asked to sit upfront and face the audience and also introduce the presentation. S. Carter and C. Tuttle will cover the presentation from there. A representative from the DOS will also be there to answer questions and cover a portion of the presentation.
- iii. Presentation
 - 1. Information in the report has been covered in prior presentations; with some additional details and explanation fleshed out.
 - 2. Presentations will be included in the Existing Conditions report as an Appendix.
 - 3. Draft stamp will remain on the report until after feedback is obtained from Public Informational Meeting #1 which will be held at the Fire Hall on July 18th.
 - 4. Copies of the draft report will be provided to attendees at the Public Meeting and they will also see a PowerPoint presentation that will summarize the report.

3. Meeting Schedule: Every 3rd Tuesday of the Month – The next meeting will be July 18th and this will be the 1st Public Informational Meeting. That will be the only meeting for the month of July.

Meeting	Month
#1 Kickoff and Demographics	January 17
#2 What Exists: Municipal Financials	February 21
#3 What Exists: Dept. of Public Works, Water Dept., & Highway Dept.	March 21
#4 What Exists: Fire Department	April 18
#5 What Exists: Municipal Officials & Employees and Local Laws	May 16
#6 Draft Existing Conditions Report	June 20
#7 Public Meeting #1 - Existing Conditions	July 18
#8 Alternatives	August 15
#9 Draft Alternatives Report	September 19
#10 Public Meeting #2 – Alternatives	October 17
#11 Final Dissolution Report and Plan	November 21
#12 Public Hearing (if recommended by committee)	December 19