

**Town of Tupper Lake Water and Sewer
Consolidation Study Committee**

Meeting #5 – May 11, 2017 @ 1:00 p.m. @ Town Municipal Office

Minutes

Attendees: Paul O’Leary, John Quinn, Patti Littlefield, Mary Casagrain, Mark Robillard, Carrie Tuttle

1. DRAFT Existing Conditions Report

- a. Copies of the draft Existing Conditions Report were distributed to Committee members. Comments were requested by June 1st so there is time to update plan in preparation for the next meeting on June 8th.

2. DRAFT Press Release

- a. A draft Press Release was provided to the Town.

3. New Business

- a. Potential Funding - C. Tuttle provided an overview of the potential grant funding that the Town and Village may be eligible for through the upcoming CFA and other sources. Additional research is necessary and this will be discussed further at the June 8th meeting.
 - i. The NYSDOS offers funds through the Local Government Efficiency Implementation (LGE) program for which the Town could apply this year. Up to \$400,000 (\$200,000 per municipality) is available to municipal applicants that are implementing a LGE project. A 10% local match is required. Applications are due 4:00 p.m. July 28th. This is an annual funding cycle so if the Town doesn’t apply this year, it could apply in 2018. Consultation with the NYSDOS indicates that an application could be eligible this year because the report is in draft form and would be finalized by the time awards are made and contracts are awarded. Grant funding could be utilized to address administrative barriers to district consolidation, address capital improvements necessary to help facilitate consolidation or other issues identified and explained in the Consolidation Study Report. This is a competitive grant program and it is important to quantify the cost savings that would result from consolidation.
 - ii. In addition to CFA funding, the Town could also apply for Citizens Re-organization Empowerment Grant (CREG) for implementation. Funding shall not exceed \$100,000 to a local government entity. Since the Water and Sewer District consolidation projects are separate projects, additional clarification is required from DOS to determine if the Village could apply for \$100,000 for Water/Sewer consolidation implementation and the Town could apply for \$100,000 for Water/Sewer consolidation implementation. A 10% local match is required. The CREG funding

cycle is monthly with applications being accepted the 1st Wednesday of every month. Further consultation with DOS indicates that the CREG program may be the best option for the Town/Village.

4. Next Meeting/Schedule

- a. The Committee discussed the next meeting, which will cover Alternatives for consolidation. Four potential scenarios were discussed: 1) Complete Consolidation of all districts; 2) Consolidation of districts that are debt free or soon to be debt free; 3) Consolidation of all sewer districts with grinder pumps; and 4) Consolidation of districts with similar age of infrastructure.

Topic	Month
#1 Kick-Off Meeting: Existing Conditions Overview & Plan	December 8, 2016
#2 What Exists: Water and Sewer Districts - Map and Inventory of Infrastructure and Equipment	January 12, 2017
#3 What Exists: Water and Sewer Districts – Budgets, Tax Rates, and Cost of Service	February 9, 2017
#4 What Exists: Water and Sewer Local Laws and Regulations	April 13, 2017
#5 What Exists: Draft “Existing Conditions” Report	May 11, 2017
#6 Alternatives Discussion: Water and Sewer Districts	June 8, 2017
#7 Draft “Alternatives” Report & Prep for Public Meeting	July 13, 2017
#8 Public Meeting	August TBD
#9 Draft Final Consolidation Study and Plan	September 14, 2017
#10 Committee Presents Final Study to Board; Board Potentially Sets Public Hearing	October 12, 2017
#11 Public Hearing	November TBD