

Town of Tupper Lake Water and Sewer

Consolidation Study Committee

Meeting #6 – June 8, 2017 @ 1:00 p.m. @ Town Municipal Office

Minutes

1. Old Business

- a. Finalize DRAFT *Existing Conditions Report*
 - i. Copies of the draft Existing Conditions Report were distributed to Committee members at May 11, 2017 meeting. Comments were requested by June 1st so there is time to update plan in preparation for the next meeting on June 8th. The committee has no further comments and the report will be finalized.
- b. DRAFT Press Release
 - i. A draft Press Release was provided to the Town at the May 11, 2017 meeting. The Town will issue this as the Public Informational Meeting approaches in mid-August.
- c. Potential Funding -
 - i. Citizens Re-organization Empowerment Grant (CREG) for implementation - Consultation with DOS indicates that the CREG program may be the best option for the Town/Village. A preliminary consultation with NYSDOS indicates that the Village and Town could apply for \$100,000 each for Water/Sewer consolidation. A 10% local match is required. The CREG funding cycle is monthly with applications being accepted the 1st Wednesday of every month.

2. New Business

- a. Alternative Consolidation Scenario Presentation
 - i. The committee considered each alternative in the presentation and the pros and cons of each: Complete Consolidation; Consolidation of Districts into two categories, debt or no debt; Consolidation of districts with Sewer Grinder Pumps; and Consolidation of Districts by Age of Infrastructure.
 - ii. Complete Consolidation: is the most efficient since there will be only two districts (i.e. 1 water district and 1 sewer district), but it spreads out the costs for more expensive districts.
 - iii. Consolidation of Debt-Free Districts: is efficient, but will have 4 categories of districts: 6 water districts (1 debt-free and 5 with debt) and 8 sewer districts (1 debt-free and 7 with debt); but may be more acceptable to the public.
 - iv. Consolidation of Districts with Sewer Grinder Pumps: there are some districts where only some properties have grinder pumps, but not others. This would be tough to

justify to people who don't have grinder pumps. The Committee's recommendation is to not pursue this option due to complications sorting users into appropriate groups/districts.

- v. Consolidation of Districts by Age of Infrastructure: difficult to figure out where the line is to categorize users (20 years, 50 years, etc.). The Committee's recommendation is to not to pursue this option.
 - vi. Next Steps: the Town should look at simplifying the billing, collection, cost tracking, accounting and Annual Update Document (AUD) reporting. The Town should also implement a more sustainable plan for maintenance and management of infrastructure; an asset management plan would be useful and could be included as an implementation task should the Town decide to move forward with district consolidation.
 - vii. C. Tuttle will draft the Alternatives Report and include total increase for water and sewer per scenarios that will be considered further: Full Consolidation or Consolidation of Districts without Debt. The draft report will be reviewed with the Committee at the July meeting.
 - 1. The Committee will leave the recommendation section of the Alternative Report open for the public meeting and ask the public for feedback on the two scenarios. Based on feedback for the public, the committee can finalize the report with preferred alternative for implementation.
 - 2. There will be an Appendix in the Report that shows the Town customers, their district, their current Town water and sewer fees; and their proposed fees under Scenario 1, 2, 3 and 4 (which are full consolidation and debt-free district consolidation).
- b. Slide 10 has been updated to reflect the correct amount for sewer costs.

3. Next Meeting/Schedule

- a. Pick date/venue for August Public Meeting – the Town is considering dates the week of 8/7/17. P. Littlefield will consult with the Town board and advise Authority of preferred date and time.

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 District Consolidation	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