

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

Meeting #2 – January 12 @ 1:00 p.m. @ Town Municipal Office

Minutes

Attendance: Patti Littlefield, Paul O’leary, Samantha Davies, Mary Casagrain, Mark Robillard, Kirk Gagnier, Star Carter, Carrie Tuttle

1. Presentation #2: What Exists: Map and Inventory of Infrastructure
 - a. Star emphasized the importance of this step in the Existing Conditions Phase. The committee needs to understand the details of each district in order to compare them later on in the process. Mark Robillard was thanked for the significant amount of time he spent drawing in missing infrastructure information and recalling/researching important details like installation years, materials, and diameters.
 - b. The committee discussed the infrastructure for each water and sewer district. There were questions about how much of the infrastructure each Town district was responsible for, and several corrections were needed. There are some districts where the parcel is located directly on the Village/Town line, and the Town is not responsible for any of the infrastructure that feeds that parcel/district: the Village owns the water/sewer main and the landowner owns the lateral.
 - c. Star and Mark will go over each district in further detail to determine exactly how much of the infrastructure feeding each district is the Town/District responsibility. The revised presentation will be sent out to the committee for review.

2. Next meeting will be February 9

Meeting Schedule

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 - Budget Allocations, Cost/Delivery of Operation & Maintenance, Per-User Costs	February 9, 2017
#4 What Exists: Water and Sewer Districts - Tax Rates, Local Laws and Regulations, Other District Specific Details	March 9, 2017

#5 What Exists: District Comparisons - Complexities and Similarities	April 13, 2017
#6 Draft "Existing Conditions" Report	May 11, 2017
#7 Alternatives Discussion: Water and Sewer Districts	June 8, 2017
#8 Draft "Alternatives" Report & Prep for Public Meeting	July 13, 2017
#9 Public Meeting	August TBD
#10 Draft Final Consolidation Study and Plan	September 14, 2017
#11 Committee Presents Final Study to Board; Board Potentially Sets Public Hearing	October 12, 2017
#12 Public Hearing	November TBD