

July 5, 2018

The regular meeting of the Varick Town Board was called to order by Supervisor Robert Hayssen at 7:00 p.m. Present at this meeting were Councilmen Ben Freier, Richard Peterson and Eric Riegel, Town Clerk, Donna Karlsen, Bookkeeper, Angela Testa, Attorneys for the town, Joe Midiri, and Ryan Stebbins, Water Operator, Ben Karlsen, Town Justice, Jeff Hogue, Court Clerk, Andrew Herkovic, Planning Board Chairperson, Linda Mastellar and Hunt Engineering, Peter Martin.

**Petitioners to Address the Board:** Peter Martin of Hunt Engineering reviewed the “Cayuga Lake Corridor Joint Municipal Sewer Project” which is proposed to be a joint project between the Towns of Fayette and Varick. This project will serve the lake shore residents of Cayuga Lake. He reported that this proposed project will cover approximately 14 miles; 9 miles in Fayette servicing 378 residents and 4.5 miles in Varick servicing 190 residents. He also reviewed Equivalent Dwelling Units (EDU’s), the recommended low-pressure and conventional gravity sewer, wastewater disposal to Seneca Falls sewer district with an inter-municipal agreement for sewage processing, preliminary cost estimates, funding, and estimated costs to the consumer. He presented two funding summary’s, NYS WIIA (Water Infrastructure Improvement Act) Grant Program and NYS IMG (Intermunicipal Water Infrastructure Grant Program) Grant Program. Mr. Martin reviewed funding options and recommended that the towns apply for the NYS Clean Water State Revolving Fund (CWSRF) which is a NYS interest-free or low-interest rate financing program that can provide short and long-term financing. He noted there are three types of financing available under CWSRF and reviewed all three with the board. He reported that the deadline for submitting the project’s intended use plan (IUP) is the end of August and requested the board’s approval to submit the IUP prior to the deadline. He recommended working with Mary Chappell from Municipal Solutions to seek other funding opportunities.

A motion by Richard Peterson, seconded by Ben Freier and so carried unanimously to approve the submittal of the Cayuga Lake Corridor Joint Municipal Sewer Project Intended Use Plan (IUP) to NYS Clean Water State Revolving Fund (CWSRF) prior to the August 2018 deadline.

Other steps that need to be completed:

1. Designate lead agent for the project
2. Set up a meeting with the Town of Fayette
3. Establish an agreement with Resource Associates, Mary Chappell
4. Intermunicipal Agreement with Town of Fayette
5. Intermunicipal Agreement with Seneca Falls to take waste water

The board set a date of Tuesday, July 17<sup>th</sup> at 7:00 p.m. at the Varick Town Hall to hold a meeting to review the proposed Cayuga Lake sewer project to include the Town of Fayette board members, Hunt Engineering and Mary Chappell.

Eric Riegel suggested using the Call 1 System to notify the Varick residents along Cayuga Lake of the proposed project. Mr. Hayssen indicated that once more information can be put together, a mailing should be sent providing information pertaining to the proposed project and advertising a

date for a public informational meeting. The call system can be used to remind the residents of the meeting but wouldn't be conducive in providing enough information through a phone call.

**Abstract:** A motion by Ben Freier, seconded by Eric Riegel and so carried unanimously to approve abstract 7, General, Vouchers A0018-103 to A0018-113 in the amount of \$7,655.33, Highway, DA018-44 to DA018-053 in the amount of \$2,854.35, Varick Water District No. 1, Vouchers VW118-017 to VW118-018 in the amount of \$6,136.51, Seneca Lake Water, SWS18-037 to SWS18-044 in the amount of \$31,798.63, Varick Water District No. 3, VW318-011 to VW318-17 in the amount of \$5,491.14, Varick Water District No. 4, VW418-024 in the amount of \$25, Varick Sewer District No. 1, VS118-024 to VS118-025 in the amount of \$2,520, Varick Sewer District No. 2, SSS18-012 to SSS18-015 in the amount of \$2,084.61.

**Highway:** No report.

**Judge:** Judge Hogue reported that their office is moving forward with the Centralization Arraignment Program (CAP). This will enable other towns to perform arraignments efficiently for other town's whose judge is unavailable at that time. He reported that the town has received restitution for funds stolen by Julie Dougherty and they have been deposited in the justice court account. They are in the process of assigning these funds to court cases and have been able to assign approximately \$47,000 of the full restitution to open cases. The auditors were able to prove 300+ cases where payments were made and deposited into Ms. Dougherty's account. Judge Hogue recognized Judy Brignell's efforts and reported that prior to her leaving, she was able to close 262 cases. Judge Hogue thanked his court clerk, Andrew Herkovic for his continuing efforts with regards to this matter. Mr. Herkovic supplied the board with a Summary Ageing Report reflecting the number of Traffic Law and Penal Law cases closed from 2014 to July 2018 for their review. Jeff Hogue turned a check over to the Angela Testa, the bookkeeper, for \$53,460 in payment of closed cases and reported that a percentage of this payment belongs to the comptroller's office.

**Supervisor's Report:** A motion by Richard Peterson, seconded by Eric Riegel and so carried unanimously to approve the Supervisor's report.

**Code Enforcement Report:** No report.

**Varick Sewer District No. 1:** No report.

**Varick Sewer District No. 2:** Mr. Hayssen reported that the Water Operator, Ben Karlsen, has been filling in for Bill Kolbeck, the sewer maintainer, when he is unavailable.

**Varick Water District No. 1:** Mr. Karlsen reported that the hydrants have been exercised and painted. He also addressed some meter issues.

**Seneca Lake Water District:** Working on annual maintenance, replacement of meters, marked UFPOS, water sampling, and assisted customers with water related issues.

**Varick Water District No. 3:** Mr. Karlsen reported that he repaired 4 leaks related to this district. The repairs were completed in the hamlet of Fayette where it was found that the installation of the

lines did not meet specifications and noted he found large rocks on top of the main and service line. He reviewed some of the state requirements and safety issues that were experienced while completing these repairs. The Town of Fayette assisted and a mutual agreement on how to best address each situation was made in order to complete the repairs. Supervisor Hayssen reported that the services of the Town of Fayette, Town of Varick, Nicholson Trucking, and Zimmerman Excavating were used to accomplish this work and stressed the importance of getting this work done in a timely manner while adhering to safety mandates. Mr. Karlsen has been monitoring the master meter and noted that since the repairs have been completed, the gallons per day have dropped approximately 4,000 to 5,000 gallons.

The Village of Waterloo has provided a renewal billing agreement to be signed by Supervisor Hayssen for a period of two years which can be terminated without cause by either party upon a ninety-day written notice of termination.

A motion by Ben Freier, seconded by Eric Riegel and so carried unanimously to direct Supervisor Hayssen to sign the Agreement for Service for the Benefit of Varick Water District No. 3.

**Water District No. 4:** Mr. Karlsen reported that the Seneca Falls switched their chlorine from Free to Total Chlorine without notifying him which affects his reports submitted to the Health Department. He has spoken with Dom Belle regarding this matter. He has inspected new service connections in this district.

**Town Clerk's Report:** A motion by Richard Peterson, seconded by Eric Riegel and so carried unanimously to approve the Town Clerk's Report: Supervisor: \$255, NYS Ag & Markets: \$8, Total Disbursements: \$263.

The Town Clerk reported that she and the bookkeeper have been meeting with Key Homes and submitted to the board pricing for the addition of offices to the town hall in the amount of \$157,307. This figure is for a turn-key building, to include architect drawings, concrete ramps to access the building, installation of a new septic system, at prevailing wages. Mrs. Karlsen reported that she has met with the contractor from Key Homes, Seneca County Health Department Code Enforcement Officer and Engineer Stephen Maybee for the engineering of a septic system and to complete a perk test and the required drawing for the health department. Ben Freier will consult with an engineer and Mr. Hayssen will discuss this project with Hunt Engineering to seek pricing for engineered drawing to be completed for this addition in order for this project to be put out for bid.

**Romulus/Varick Summer Recreation:** Michelle Andrews has been preparing for the recreation program to begin July 9<sup>th</sup> and has met with the bookkeeper to set up payroll.

**Assessor:** No report.

**Planning Board:** Linda Mastellar reported that the board met with Bill Yale who showed interest in the vacancy but has heard nothing further from him. Mr. Hayssen will contact him to see if he is still interested. Linda Mastellar also reported that David Kidd has conflicts with the meeting nights and is willing to give up his seat if another person is interested in serving on the board.

Discussion was held pertaining to Local Law No. 1, of the year 2018 Amendments to the Town of Varick Zoning Code. It was noted that brine water was discussed and how the board captured this in the proposed changes to the code, but could not find it in what was presented to the town board for their review. She will contact Thomas Bjorkman regarding this matter, and have him contact the town clerk as to how they addressed this issue in the code.

Eric Riegel would like to see the docks and moorings code remain in place. Joe Midiri reported that the town, as of this date, has no authority to regulate the docks and moorings until legislation is passed. Linda Mastellar reported that the Planning Board will be ready to address this issue once legislation is passed and noted the Planning Board would have to amend the zoning code to reflect the law.

A motion by Ben Freier, seconded by Eric Riegel and so carried unanimously that the Varick Town Board hold a public hearing August 7, 2018 at 7:00 p.m. at the Varick Town Hall on Introducing Local Law No. 1 of the year 2018 amendment to the Town of Varick Zoning Code, Varick, New York and the SEQR review.

**Minutes:** A motion by Ben Freier, seconded by Eric Riegel and so carried unanimously to approve the minutes of June 5, 2018.

A motion by Eric Riegel, seconded by Ben Freier and so carried unanimously to adjourn the meeting at 8:50 p.m.

Respectively Submitted:

Donna Karlsen  
Varick Town Clerk