

July 17, 2018

A joint meeting of the Varick Town Board and Fayette Town Board held at the Varick Town Hall was called to order by Supervisor Robert Hayssen at 7:00 p.m. Present at this meeting were Varick Council Members; Ben Freier, Tom Fox, Eric Riegel, and Richard Peterson, Fayette Supervisor; Cindy Lorenzetti, Fayette Council Members; Coreen Lowry, Linda Zwick, and Bill Goff, consulting engineer for the Town of Fayette; Jason McCormick, Hunt Engineers, consulting engineer for the proposed Cayuga Lake Corridor Joint Municipal Sewer Project; Peter Martin, Municipal Solutions; Mary Chappell, and Varick resident; Michelle Herman.

Peter Martin of Hunt Engineering reviewed the “Cayuga Lake Corridor Joint Municipal Sewer Project” Memorandum sheet he previously reviewed with the Town of Varick at their meeting held July 5th and distributed to the town of Fayette board members at this meeting to bring them up to speed. A copy of this report will be filed with these minutes. He reviewed two funding summary’s, NYS WIIA (Water Infrastructure Improvement Act) Grant Program and NYS IMG (Intermunicipal Water Infrastructure Grant Program) Grant Program and noted the deadline for applications to be submitted for this year’s funding for these programs is September 7, 2018. To apply for these funds, the district formation needs to be completed which would necessitate holding a public hearing. Mr. Martin felt Hunt Engineering would be able to complete the necessary paperwork and the towns would have sufficient time to hold a public hearing to complete the district formation prior to the September 7<sup>th</sup> submittal date. Mr. Martin stated the cost to do this is included in Hunt Engineering’s scope of Services Agreement signed by the towns. Mary Chappell, from Municipal Solutions, Inc, who are municipal financial advisors who have worked for the Town of Varick on previous water and sewer projects and was recommended by Hunt Engineering stated that it generally takes several months to a year to seek, develop and apply for different funding programs in addition to the WIIA and NYS IMG programs. She felt these two programs should be available for application in 2019 as well. It was noted that once the formation of the districts is complete, any cost related to this project would be directly assessed to the residents within those districts. Both boards indicated that it was important to hold informational meetings prior to formation and felt they didn’t have sufficient facts nor time to prepare for this presentation and chose to apply for the WIIA and NYS IMG programs in 2019 if available.

Mr. Hayssen reported that it is his understanding that the Town of Romulus is not interested at this time in jointly pursuing this proposed sewer project with the Towns of Varick and Fayette as they are currently involved in a water district project. Mr. Martin indicated that he has tried contacting Romulus Supervisor Kaiser, with no success, but will continue to reach out to him. In the meantime, Hunt Engineering will complete a separate study for them.

Mary Chappell discussed funding opportunities to include:

- (1) Intermunicipal Grant Program (IMG): Awards project in which multiple municipalities are involved for eligible project costs for clean water infrastructure (wastewater). An intermunicipal agreement between Varick, Fayette, possibly Romulus and Seneca Falls would be required. A lead agent would need to be designated as well.

- (2) NYS Clean Water State Revolving Fund (CWSRF): Interest free or low interest rate financing program that can provide short and long-term financing for wastewater improvement projects.
- (3) USDA Rural Development Water and Wastewater Disposal Loans and Grants (USDA RD): A grant/loan program to assist communities in covering costs for municipal water/wastewater treatment projects. RD offers low interest loans with long term payback up to 38 years.
- (4) Environmental Facilities Corporation (EFC): Public Benefit corporation which provides financial and technical assistance primarily to municipalities by providing low-cost financing for water quality infrastructure projects.

Mary Chappell stated there are many moving pieces when applying for different funding opportunities and suggested the boards initially look at completing the following:

- (1) Apply to USDA (Rural Development). With the boards' approval, she would complete this application once she receives the prepared information from Hunt Engineering. Mary will also inquire if RD will require formation of separate districts for funding purposes through RD.
- (2) Develop an Intermunicipal Agreement (IMA). Mary will provide examples.
- (3) Begin considering who will be Lead Agent on the project

A motion by Richard Peterson, seconded by Eric Riegel and so carried unanimously to authorize Mary Chappell of Municipal Solutions to prepare and submit on the Town of Varick's behalf funding applications to USDA Rural Development for the Cayuga Lake Corridor Joint Municipal Sewer Project.

A motion by Richard Peterson, seconded by Eric Riegel and so carried unanimously to proceed with establishing an intermunicipal agreement between the towns of Varick, Fayette and Seneca Falls for the Cayuga Lake Corridor Joint Municipal Sewer Project.

A motion by Coreen Lowry, seconded by Linda Zwick and so carried unanimously to authorize Mary Chappell of Municipal Solutions to prepare and submit on the Town of Fayette's behalf funding applications to USDA Rural Development for the Cayuga Lake Corridor Joint Municipal Sewer Project.

A motion by Coreen Lowry, seconded by Linda Zwick and so carried unanimously to proceed with establishing an intermunicipal agreement between the towns of Varick, Fayette and Seneca Falls for the Cayuga Lake Corridor Joint Municipal Sewer Project.

A discussion was held pertaining to funding that is available for individuals who are looking at installing septic systems and questioned if these funds might be able to be applied against costs related to this project. Mary Chappell and Peter Martin did not feel this funding could be used for this purpose.

Peter Martin reported that there has been no determination to date on Cayuga Lake water quality. He also noted that easements will need to be acquired for this project.

Both boards' members recognized the importance of seeking funding opportunities, identifying the benefits of such a project and providing the best information available to their residents. It was determined that this was a productive meeting between the two towns and further steps will be taken in the progression of this project.

**Town Building Addition:** According to Joe Midiri, the town is required to seek bids for this addition. Hunt Engineering gave a verbal quote of \$15,000 to \$20,000 to complete stamped plans for the town based on the drawings from Key Homes. Peter Martin stated that even if they didn't provide the stamped plans they would be willing to oversee the project for an approximate cost of \$4,500 to \$9,000. No action was taken at this time. The board discussed prevailing wages and costs to be considered when a contractor submits a quote versus the price presented by Key Homes as a "Turn Key" project. Mrs. Karlsen will consult with Key Homes regarding the breakdown of their quote.

**Planning Board:** Mr. Hayssen reported that Bill Yale is interested in serving on the Planning Board and is waiting for further contact from the board. It was also noted that Michelle Herman might be interested in serving on this board as well.

A motion by Eric Riegel, seconded by Ben Freier, and so carried unanimously to appoint Bill Yale to the Planning Board for a term to expire December 31, 2022.

A motion by Richard Peterson, seconded by Ben Freier and so carried unanimously to adjourn the meeting at 8:25 p.m.

Respectfully Submitted:

Donna Karlsen  
Varick Town Clerk