

March 5, 2019

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, Tom Fox, Eric Riegel and Richard Peterson, Town Clerk, Donna Karlsen, Attorney for the Town, Joe Midiri, and Town Assessor, Anne Morgan. Also present were Edith E. Ford Memorial Library, Director Shannon O'Connor, Hunt Engineering, Peter Martin and town resident, Richard McCulloch. Absent were Bookkeeper, Angela Testa and Highway Superintendent Richard McCulloch.

**Petitioners to Address the Board:** Shannon O'Connor from the Edith E. Ford Memorial Library thanked the board for the town's monetary support for the library. She updated the board on the progress of the addition of space to the library, the rooms that have been added and programs that will be offered by the library. They will be holding a grand opening on May 11<sup>th</sup> at 11:00 a.m. They are also applying for a federal grant to do a two-year history study on the area. It was suggested that the director for the Varick/Romulus Summer Recreation program contact her for more information on summer programs offered by the library.

Peter Martin from Hunt Engineering reviewed the Planning Grant awarded by NYS Department of Environmental Conservation and New York State Environmental Facilities Corporation to Varick Sewer District No. 1 for an infiltration and inflow study. The grant is for \$30,000 with the district providing a match of \$6,000 or in-kind services. The grant is to fund an infiltration and inflow study to identify improvements that can be completed to the sanitary sewer collection system. According to Hunt Engineering, identification of the collection system shortcomings would benefit the district two-fold, in that it would improve the collection system condition, thereby improving WWTP performance. Seneca County is supporting the completion of this study as it will tighten the systems pumping into the county's sewer plant allowing them to build a smaller plant. The study shall generally consist of working with the Town to evaluate the existing sanitary sewer collection, review improvement options, develop a Preliminary Engineering Study summarizing findings, and determine how potential improvements shall be implemented on a long-term scale, estimate of costs, etc. The written study will be shared with and reviewed by the NYSDEC and the NYSEFC with respect to its findings meeting the objectives of the EPG Study. Hunt Engineers will perform the work as outlined in the Scope of Services in their submitted Proposal of Service Agreement for an hourly not-to-exceed fee of twenty-four thousand, eight hundred dollars (\$24,800). Mr. Hayssen reported that the Town of Romulus also received grant funds to perform this study. He invited Romulus Supervisor Kaiser to attend this meeting, who indicated he would, but was not in attendance. Mr. Hayssen isn't sure if the Town of Romulus is accepting the grant. Mr. Martin reviewed a map that showed Varick Sewer District No. 1 lines that would be reviewed which included some sewer lines that belong to Varick Sewer No. 2 but are on county property once known as Lake Housing. The following resolutions were presented for adoption:

**STATE ENVIRONMENTAL QUALITY REVIEW ACT  
TYPE II RESOLUTION REGARDING  
TOWN OF VARICK  
INFLOW AND INFILTRATION STUDY**

**WHEREAS**, the Town of Varick (hereinafter the “Town”) proposes to conduct an Inflow and Infiltration Study under New York State Environmental Facilities Corporation Engineering Planning Grant #84159; and

**WHEREAS**, in accordance with the State Environmental Quality Review Act (“SEQRA”), the Town is required to assess impacts to the environment in compliance with SEQRA regulations included in 6 NYCRR Part 617 (Title 6 of the New York Code of Rules and Regulations); and

**WHEREAS**, the Town is the appropriate agency to be the lead agency to undertake the project review under SEQRA; and

**WHEREAS**, 6 NYCRR §617.5 under SEQRA provides that certain actions identified in subdivision (c) of that section are Type II actions and not subject to environmental review under SEQRA and that such activities an action in accordance with 6 NYCRR Section 617.5(c)(24) which constitutes the information collection including basic data collection and research, water quality and pollution studies, engineering studies, which constitutes and is therefore not subject to review under 6 NYCRR Part 617; and

**WHEREAS**, the proposed improvements consist solely of conducting an Inflow and Infiltration Study under New York State Environmental Facilities Corporation Engineering Planning Grant #84159.

**NOW, THEREFORE, BASED ON SUCH REVIEW AND CONSIDERATION, BE IT RESOLVED** by the Town of Varick Board that:

1. The Town of Varick Board is the lead agency for the SEQRA review of the proposed project.
2. The proposed project is a Type II action which is not subject to review under SEQRA, and it will not result in a significant adverse impact on the environment.
3. The Town Supervisor is hereby authorized to sign and file, or have filed, on behalf of the Town of Varick all documents necessary to comply with SEQRA.
4. This resolution is effective immediately.

Motion by: Eric Riegel  
Seconded by: Richard Peterson  
So Carried Unanimously

**AUTHORIZATION AND APPROPRIATION OF LOCAL MATCH  
TOWN OF VARICK  
INFLOW AND INFILTRATION STUDY**

**WHEREAS**, the Town of Varick (hereinafter the “Town”) proposes to conduct an Inflow and Infiltration Study under New York State Environmental Facilities Corporation Engineering Planning Grant #84159; and

**WHEREAS**, the New York State Environmental Facilities Corporation Engineering Planning Grant requires a local match equal to 20 percent of the requested grant amount in cash and/or in-kind services; and

**NOW, THEREFORE, BASED ON SUCH REVIEW AND CONSIDERATION, BE IT RESOLVED** by the Town of Varick Board that the Town of Varick authorizes and appropriates a minimum of 20 percent local match as required by the Engineering Planning Grant Program for the Planning Grant #84159, Inflow and Infiltration Study project. Under the Engineering Planning Grant Program, this local match must be at least 20 percent of the grant award of \$30,000. The maximum local share appropriated subject to any changes agreed to by the Town of Varick Supervisor, shall not exceed \$6,000. The total estimated maximum project cost is \$36,000. The Town Supervisor may increase this local match through the use of in-kind services without further approval from the Town of Varick.

Motion: Eric Riegel  
Seconded: Richard Peterson  
So Carried Unanimously

**AUTHORIZATION FOR REPRESENTATIVE TO EXECUTE GRANT AGREEMENT  
TOWN OF VARICK  
INFLOW AND INFILTRATION STUDY**

**WHEREAS**, the Town of Varick (hereinafter the “Town”) desires to accept New York State Department of Environmental Conservation (DEC), in conjunction with the New York State Environmental Facilities Corporation (EFC) Engineering Planning Grant #84159; and

**WHEREAS**, the Town proposes to conduct an Inflow and Infiltration Study under NYS DEC/EFC Engineering Planning Grant #84159; and

**WHEREAS**, the Town intends to work with Hunt Engineering, Architects, Land Surveyors & Landscape Architect D.P.C., Contact Peter Martin, 100 Hunt Center, Horseheads, NY 14845; and

**WHEREAS**, the primary purpose of this grant will be for engineering, televising sanitary sewers, and flow isolation/measurement with the Town of Varick employees providing in-kind services for flushing the sewers prior to televising, manhole inspection and documentation of defects and use of equipment and manpower.

**NOW, THEREFORE, BASED ON SUCH REVIEW AND CONSIDERATION, BE IT RESOLVED** by the Town of Varick Board that the Town Supervisor is authorized to execute a Grant Agreement with the NYS Environmental Facilities Corporation and any and all other contracts, documents and instruments necessary to bring about the Project and to fulfill the Town of Varick obligations under the Engineering Planning Grant Agreement.

Motion by: Eric Riegel  
Seconded by: Richard Peterson  
So Carried Unanimously

A motion by Eric Riegel, seconded by Richard Peterson and so carried unanimously to retain Hunt Engineers, Architects & Land Surveyors, P.C. to provide services as necessary to accomplish the scope of work as described in a letter from Peter F. Martin dated March 5, 2019 regarding CWSRF Infiltration and Inflow Planning Study, Proposal for Engineering Service and the terms and conditions, and accept the terms and costs as stated in said agreement.

**Proposed Cayuga Lake Sewer District:** Mr. Hayssen requested that Hunt Engineering provide to the town for filing the map, plan and report they completed for this project.

**Highway:** No report.

**Judge:** Mr. Freier and Mr. Riegel will set an appointment with Judge Hogue to complete the review of the justice court records.

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

Mr. Hayssen reported that he received from the county and deposited the settlement check in the amount of \$107,000 for the disputed water billing.

**Assessor:** Anne Morgan reported that she was served papers from the IDA for a PILOT program for Deer Haven LLC. Earl Martin is requesting a lower assessment for the depot property he purchased, verbally provided her access to this property for review and has approached the IDA regarding this matter. Mrs. Morgan reported that she has 500 exemptions filed for the town and the STAR program is changing. She will be contacting Steve Ricci regarding some issues she has questions on. Mrs. Morgan also reported that she would like to continue as the Town of Varick's assessor and is seeking reappointment.

**Abstract:** A motion by Ben Freier, seconded by Richard Peterson and so carried unanimously to approve Abstract No. 3, General, Vouchers A0019-44 to A0019-056 in the amount of \$2,317.26, Highway, Vouchers DAO19-13 to DAO19-019 in the amount of \$6,124.41, Varick Water District No. 1, Voucher VW119-004 in the amount of \$25, Seneca Lake Water District, Vouchers SWS19-014 to SWS19-019 in the amount of \$19,935.19, Varick Water District No. 3, VW319-004 in the amount of \$25, Varick Water District No. 4, VW419-007 to VW419-008 in the amount of

\$15,081.65, Varick Sewer District No. 1, VS119-009 to VS119-011 in the amount of \$2,287.84, Varick Sewer District No. 2, SSS19-005 to SSS19-006 in the amount of \$816.

Mrs. Karlsen presented the Village of Waterloo's February water billing for Seneca Lake Water District for payment and reminded them that at the direction of the board, has not abstracted January's bill as of this date. The board confirmed the Village is still not allowing the town to view the master meter at the pump station to confirm water usage. This prohibits the town from monitoring the water main for water line breaks and correct water meter readings. The board has chosen to wait until first quarter billing is completed to the residents of the district prior to payment of first quarter billings from the Village in order to review and identify problems that may exist. Supervisor Hayssen has requested that the Village return to billing the town on a quarterly basis but has been denied this request and the Mayor is not allowing the village employees to provide the requested information.

### **Water Operator Report for February 2019**

- Changed Meter
- Marked out Dig Safety's
- Turned waters off as needed
- Found water leak in trailer park on 336
- Got weekly meter reads from three out of the four districts
- Did weekly water tests for each district
- Took bac t samples in all 4 districts
- Filled out and submitted monthly water report to health department
- Drove waterlines looking for leaks
- Fayette and Varick teamed up to search for another potential meter leak in Var 3/Fayette 5
- Cleaned shop
- Var 4 meter was calibrated
- Spoke with health dept on upcoming scheduled samples
- Spent time on Rt. 89 shoveling and testing a potential leak
- Met with contractor to go over new water hookup on Rt. 89
- Made a list of curb stops and valves that need to be dug up and fixed
- Got quotes on some equipment needed for upcoming projects

**Varick Water District No. 1:** Nothing to report

**Seneca Lake Water District:** Mr. Hayssen will schedule time to review the proposed water purchasing contract from the Village of Waterloo. Mr. Hayssen reported that he received a letter from Mayor Theodore Young dated February 25, 2019 regarding the annual water review and rate update meeting scheduled for Thursday February 21, 2019. In this letter Mayor Young stated that the Village of Waterloo will continue its water treatment plant upgrade capital project with construction scheduled to begin October 2019 with a projected completion date of March 2021. He also stated the anticipated 2019 Wholesale Water Rate will remain the same at \$3.13 per 1,000 gallons.

A motion by Robert Hayssen, seconded by Richard Peterson and so carried unanimously to maintain Seneca Lake Water District's 2019 water rate at \$3.92 per thousand gallons, based on the Village of Waterloo 2019 Wholesale Water Rate cost of \$3.13 per thousand gallons.

Mr. Hayssen directed town attorney, Joe Midiri to contact the Association of Towns to see what would be required to form a town wide water district.

**Water District No. 3:** Nothing to report.

**Water District No. 4:** Nothing to report.

**Varick Sewer District No. 1:** Nothing to report.

**Varick Sewer District No. 2:** Nothing to report

**Town Clerk's Report:** A motion by Richard Peterson, seconded by Ben Freier and so carried unanimously to approve the Town Clerk's Report; Supervisor; \$302, NYS Ag & Markets; \$6, Total Disbursements; \$308.

**Personnel:** Nothing to report.

**Minutes:** A motion by Eric Riegel, seconded by Ben Freier and so carried unanimously to approve the minutes of February 5, 2019.

A motion by Eric Riegel, seconded by Ben Freier and so carried unanimously to adjourn the meeting at 8:35 p.m.

Respectfully Submitted:

Donna Karlsen  
Varick Town Clerk