

**TOWN OF DRESDEN SEWER COMMITTEES June 2024 MEETING MINUTES
6/24/2024**

Attendees: Bill Borden, Marc Brown, Allen Wilbur, Paul Ferguson, Patrick Keenan, Suzy Shad, Bill Borden, Matthew Fuller (town attorney), Margaret Stoutenberg, Mary LaBrie, Mary Ann Hollander, Patricia Portela, Lynn King, Brian Shad, Kevin Davidow. Call-ins were Patrick Keenan, Rick Carter, Kim Schultz, John Schultz, Elaine Brennan

*Meeting note: The call-in number is (605) 313-5692 and 7857820 is the access code.
Sewer Superintendent is Bill Borden.*

Composition of the sewer committee is Marc Brown, Allen Wilbur, Paul Ferguson, Patrick Keenan, and Suzy Shad.

Called to order at 7:01pm

Sewer District #1 Engineering Study

PER is still with NYS. No update.

Sewer District #1 Sewer Line Burial Project

1. Test pits – need to be dug at each sewer crossing to understand if there is bedrock that would impede burial. Contractor that is selected for this part of the project must be selected in compliance with the Town of Dresden Procurement Policy.
 - a. ***** Suzy Shad (SHS) to reach out to Tom Bates (engineer) to find out how many test pits are needed – there’s some confusion about whether it’s 2, 3, or 4 pits (accessibility to pits is a consideration, among others)**
 - b. ***** Paul Ferguson (PF) to get in touch with contractors for estimates**
 - c. Parties to coordinate on this part: Contractor that will dig pit, property owners this will impact, Bill Borden superintendent, Tom Bates engineer, Allen Wilbur sewer committee
 - d. Need to have temporary work authorizations in place, easements in place, prior to digging test pits
2. Permitting – permits are NOT yet filed. Need test pits completed, permissions in place, contracts in place, contractor in place. With permits NOT being filed yet, it’s very ambitious to think this project will be underway this fall.
3. Easements – At least a week is needed for western crossing property owners to review easement draft. Coordination is needed between committee, town attorney, engineer, property owners. *****SHS to send out emails on this, and to send updated drafts of the project to property owners.**
4. Funding – Cost will fluctuate by contractor. Need to get blunt assessment from engineer on likelihood of this project starting this fall or next fall.
 - a. Cost estimate has INCREASED since the February issuance of the Opinion of Probable Cost. From the engineer: “We have been waiting on the test pit results to further the design and refine the costs, however they have not been completed yet.

Unless there are any major surprises, we have prepared the attached Opinion of Probable Cost for the design so far. Also attached for comparison is the cost presented in the engineering report back in February. Please note that we have added costs for bypassing the sewer flows during construction. This is necessary because the new alignment will follow the existing alignment to stay within the existing easement as agreed upon at last month's meeting. We also have added a manhole to the 2" crossing based on the discovery that the 2" force main pumps into a 6" gravity main, which requires an air break and access at the connection point. The other changes are for sleeves under the stream and a 5% escalation for inflation between February and assumed construction this fall." Opinion of probable cost to be attached to the end of the minutes.

- b. *****PF to get "burn rate" of money on project from engineer**
- c. Paul may be able to delay taking the bond for this project and use cash-on-hand to fund parts of the project where possible – this would save taxpayers money on interest. *****PF to investigate.**

Sewer Districts General

- 1. Building Permit
 - a. At present, when folks are working/digging in sewer districts they are to call 811. Superintendent Bill Borden receives the 811 call. (811 is the "call before you dig" number)
 - b. A section specifically about Sewer Districts #1 and #2 is being drafted and will be added to the current building permit process for properties in the Town of Dresden. If it's not applicable (that is, property is NOT located within the bounds of SD#1 or SD#2) then it's not applicable. If property is located in SD#1 or SD#2, the new form needs to be filled out in its entirety and given to the Superintendent to review, after it is approved by the Superintendent then it goes to the Town Supervisor who will finish signing off on the building permit, which can then go to Washington County.
 - c. The new permit is in the draft process right now, comments are to be aggregated and sent to Town Attorney
(*Committee to finish commenting process)**
- 2. Sewer Update, maintenance or issues, items to be aware of
 - a. Bill Borden reports no issues in SD#2
 - b. BB reports a SECOND jam in SD#1, ten days after the last jam (which was the first jam of the season). Both jams occurred in the tank by Cedar View. This latest jam broke one pump of the two pumps in there. Repair should be made by Wednesday. This will cost another \$2,000. First jam cost about \$2000. YTD total: \$4,000 on jams. Last year: about \$14k. This is an entirely preventable problem. This is caused by a sewer user depositing incompatible trash into the system: "flushable" wipes, baby wipes, Tuck's wipes, Lysol wipes, etc.
 - c. *****Community is needed to rally together and get folks to understand that these products are in absolutely no way compatible with our system.**
- 3. Account balances, expenses:

- a. Expenses: SD#1 \$3942.61
 - b. Expenses: SD #2 \$55.36
 - c. Account balance, end of May, SD#1: \$55, 315.95
 - d. Account balance, end of May, SD#2: \$61, 200.70
4. Keeping ratepayers informed
- a. Previous town supervisors included a little letter/blurb to update ratepayers on what's happening in the district, why rates are what they are, etc
 - b. Committee/Superintendent to help PF with drafting one to include in August's bill
5. Garage on Elm Tree Path
- a. Property owners of the garage project submitted a mitigation plan to Sewer Superintendent earlier in the year
 - b. Property owners will send \$1000 in escrow to Town Supervisor (who is the town's financial officer) to pay the Town's engineering firm to review the mitigation proposal, then engineering firm will remit their comments to Sewer Superintendent
 - c. SHS to send Town's mailing address to property owners: address is Town of Dresden, PO Box 16, Clemons, NY 12819
 - d. Town Supervisor PF to contact Town's engineer once escrow check is received and instruct them to begin review process

Meeting adjourned at 8:05pm



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Foster Brook Sewer Relocation Project; Town of Dresden, Washington County, New York

Engineer's Preliminary Opinion of Probable Cost for Foster Brook Sewer Relocation

Date Last Revised 06.24.2024

Sanitary Sewer Utilities						
Item No.	Description	Quantity	Units	Material	Labor and Equipment	Cost
1	Mobilization and General Conditions (6%)	1	LS	\$0	\$6,803	\$6,803
2	Sediment and Erosion Control	1	LS	\$4,212	\$7,235	\$11,447
3	Site Clearing (NYS DOT PIC # 201.07)	1	LS	\$0	\$4,095	\$4,095
4	Cofferdam and Bypass Pumping (NYSDOT Type II) ¹	2	EA	\$4,212	\$8,190	\$24,804
5	Bypass Sewer Flows During Construction	2	EA	\$0	\$2,500	\$5,000
6	Rock Cross Vanes	40	CY	\$65	\$390	\$18,200
7	3" DR11 HDPE Forcemain, incl. excavation and backfill ²	60	LF	\$8	\$150	\$9,468
8	2" DR11 HDPE Forcemain, incl. excavation and backfill ²	60	LF	\$6	\$150	\$9,374
9	8" DR17 HDPE Sleeves (2 Crossings), incl. excavation and backfill ²	40	LF	\$15	\$239	\$10,155
10	Concrete Manhole, incl. excavation and backfill ²	1	EA	\$3,000	\$2,000	\$5,000
11	3" MJ Gate Valve	2	EA	\$936	\$1,638	\$5,148
12	2" MJ Gate Valve	1	EA	\$780	\$1,365	\$2,145
13	Testing of Sanitary Sewer Mains	1	LS	\$0	\$2,048	\$2,048
14	Demolition of Existing Sanitary Infrastructure	1	LS	\$0	\$6,500	\$6,500
15	Site Restoration	1	LS	\$3,120	\$8,190	\$11,310
SEWER UTILITY CONSTRUCTION SUBTOTAL						\$131,496
20% Construction Contingency						\$26,299
5% Inflation Escalation						\$7,890
Engineering Design, Bid, Construction Services						\$54,240
Legal Services						\$10,000
SANITARY SEWER UTILITY TOTAL COST						\$229,925

Footnotes:

- Cofferdam per NYS DOT 553 Type II. Cofferdam will be designed by a NYS Licensed PE engaged by the contractor (this is the requirement for a type II cofferdam per NYSDOT Specifications), as such the total anticipated costs is highly variable for this line item.
- Labor and equipment includes excavation, backfill and compaction
- This estimate was developed based on 60% Plans entitled "Stream Crossing Plan and Profile" and dated "Draft 6/14/24". Prices will vary as design progresses.
- Prices presented in 2024 dollars plus escalation. Please note that the Pandemic recovery, inflation, material increases, and market conditions have led to highly variable bidding conditions/pricing as such this estimate should be revisited regularly as the project progresses.
- Costs of the acquisition of easements is not included in this estimate



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Foster Brook Sewer Relocation Project: Town of Dresden, Washington County, New York

Engineer's Opinion of Probable Cost for Foster Brook Sewer Relocation

Date Last Revised 02.02.2024

Sanitary Sewer Utilities						
Item No.	Description	Quantity	Units	Material	Labor and Equipment	Cost
1	Mobilization and General Conditions (6%)	1	LS	\$0	\$5,608	\$5,608
2	Sediment and Erosion Control	1	LS	\$4,212	\$7,235	\$11,447
3	Site Clearing (NYS DOT PIC # 201.07)	1	LS	\$0	\$4,095	\$4,095
4	Cofferdam and Bypass Pumping (NYSDOT Type II) ¹	2	EA	\$4,212	\$8,190	\$24,804
5	Rock Cross Vanes	40	CY	\$65	\$390	\$18,200
6	3" SDR17 PVC Forcemain, incl. excavation and backfill ²	40	LF	\$8	\$205	\$8,502
7	2" SDR17 PVC Forcemain, incl. excavation and backfill ²	40	LF	\$6	\$205	\$8,440
8	3" MJ Gate Valve	2	EA	\$936	\$1,638	\$5,148
9	2" MJ Gate Valve	2	EA	\$780	\$1,365	\$4,290
10	Testing of Sanitary Sewer Mains	1	LS	\$0	\$2,048	\$2,048
11	Demolition of Existing Sanitary Infrastructure	1	LS	\$0	\$6,500	\$6,500
12	Site Restoration	1	LS	\$3,120	\$8,190	\$11,310
SEWER UTILITY CONSTRUCTION SUBTOTAL						\$110,391
20% Construction Contingency						\$22,078
Engineering Design, Bid, Construction Services						\$54,240
Legal Services						\$10,000
SANITARY SEWER UTILITY TOTAL COST						\$196,709

Footnotes:

1. Cofferdam per NYS DOT 553 Type II. Cofferdam will be designed by a NYS Licensed PE engaged by the contractor (this is the requirement for a type II cofferdam per NYSDOT Specifications), as such the total anticipated costs is highly variable for this line item.
2. Labor and equipment includes excavation, backfill and compaction
3. This estimate was developed based on 60% Plans entitled "Stream Crossing Plan and Profile" and dated 2/4/2021. Prices will vary as design progresses.
4. Prices presented in 2024 dollars. Please note that the Pandemic recovery, inflation, material increases, and market conditions have led to highly variable bidding conditions/pricing as such this estimate should be revisited regularly as the project progresses.
5. Costs of the acquisition of easements is not included in this estimate.

**TOWN OF DRESDEN
SEWER DISTRICT #2
BUDGET VS. ACTUAL
FISCAL YEAR 2024**

	2024	May	BUDGET	Budget	\$ Under Budget	% of Budget	Increase/Decrease
O&M Revenue	ACTUAL	AS AMENDED					
Beginning Net Balance	\$ 34,750.83						
SS2-2120 - SEWER RENTS	\$ 2,546.88	\$ -	\$ 19,900.00	\$ 17,353.12	12.80%		
SS2-2122 - SEWER CHARGES	\$ -	\$ -	\$ -	\$ -	0.00%		
SS2-2128 - RENTS INTEREST & PENALTY	\$ -	\$ -	\$ -	\$ -	0.00%		
SS2-2401 - INTEREST	\$ 23.45	\$ -	\$ -	\$ (23.45)	0.00%		
SS2-2701 - RETURN OF PRIOR YEAR EXPENSES	\$ -	\$ -	\$ -	\$ -	0.00%		
PROJECT RESERVE FUND	\$ -						
Total O&M Revenue	\$ 2,570.33	\$ -	\$ 19,900.00	\$ 17,329.67	12.92%		
		\$ -					
O&M Expense		\$ -					
SS2-8110.1 - ADMIN., PERSONNEL SERVICES	\$ -	\$ -	\$ 1,200.00	\$ 1,200.00	0.00%		
SS2-8110.2 - ADMINISTRATION, EQUIPMENT	\$ -	\$ -	\$ -	\$ -	0.00%		
SS2-8110.4 - ADMINISTRATION, CONTRACTUAL EXP.	\$ -	\$ -	\$ -	\$ -	0.00%		
SS2-8120.1 - SEWAGE COLL. SYS., PERS. SERVICES	\$ -	\$ -	\$ -	\$ -	0.00%		
SS2-8120.2 - SEWAGE COLL. SYS., EQUIPMENT	\$ -	\$ -	\$ -	\$ -	0.00%		
SS2-8120.4 - SEWAGE COLL. SYS., CONTRACTUAL EXP.	\$ 179.70	\$ -	\$ 14,700.00	\$ 14,520.30	1.22%		
SS2-8130.1 - SEWAGE TREAT., PERS. SERVICES	\$ -	\$ -	\$ -	\$ -	0.00%		
SS2-8130.2 - SEWAGE TREAT., EQUIPMENT	\$ -	\$ -	\$ -	\$ -	0.00%		
SS2-8130.4 - SEWAGE TREAT., CONTRACTUAL EXP.	\$ -	\$ -	\$ 1,500.00	\$ 1,500.00	0.00%		
SS2-8420.4 - ATTORNEY	\$ 777.12	\$ -	\$ 1,500.00	\$ 722.88	51.81%		
SS2-9010.8 - STATE RETIREMENT	\$ -	\$ -	\$ -	\$ -	0.00%		
SS2-9030.8 - SOCIAL SECURITY	\$ -	\$ -	\$ -	\$ -	0.00%		
Total O&M Expense	\$ 956.82	\$ -	\$ 18,900.00	\$ 17,943.18	5.06%		
Ending Balance	\$ 36,364.34						
PROJECT RESERVE FUND	\$ 24,561.00						
PROJECT RESERVE EXPENSES	\$ 24,561.00						
Capital Revenue/Expense							
Capital Revenue							
SS2-1001 - REAL PROPERTY TAXES	\$ 24,561.00		\$ 24,561.00				
Capital Expense							
SS2-9710.6 - SERIAL BOND	\$ -		\$ 24,561.00				
Ending Net Balance	\$ 60,925.34						
Outstanding	\$ 275.36						
Balance Per Bank Statement	\$ 61,200.70						
***All monies taken from Fund Balance.							