

**Town of Barre
Board Meeting
February 9 ,2016**

Present: Supervisor Mark Chamberlain, Excused
Councilman Richard Bennett
Councilman Lynn Hill
Councilman Larry Gaylard
Councilman Tom McCabe

Others present: Maureen Beach, Town Clerk; Dale Brooks, Highway Superintendent; Lance Mark, Town Attorney, Sean Pogue, Dale Laubacher.

Meeting was called to order at 5:00pm by Deputy Supervisor Hill with the salute to the flag.

Minutes

The minutes for the 2016 Organizational Meeting, the January, 2016 Town Board meeting were submitted and approved.

SUPERVISOR'S REPORT RECEIPTS

<u>Fund</u>	<u>Amount Received</u>
General Fund	\$
Highway Fund	

DISBURSEMENTS

<u>Fund or Account</u>	<u>Amount Expended</u>
General Fund	\$
Highway Fund	

(No report as of Board Meeting)

HIGHWAY SUPERINTENDENT REPORT

Water meters and meter pits read, equipment repaired, signs repaired, stake outs completed, snow and ice operations as needed, water sampling completed.

TOWN CLERK'S REPORT

The monthly report was submitted to Supervisor Chamberlain, along with the check for the local share. All taxes owed to the Town of Barre have been paid over to the Supervisor.

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ZONING OFFICER'S REPORT

No Report

ASSESSOR'S REPORT

No Report

BILLS

General Funds	35-67	39,842.16
Highway	39,68-81	15,142.94
Barre Water	82-86	46,337.88
Barre Water #5	87	18,550.00
Barre Water #6	88,90	7,444.00
Barre Water #7	88-90	151,425.85
Barre Water #8	91	814.80

PAY BILLS

RESOLUTION #11 Pay Bills

Larry Gaylard made a motion to approve and pay the bills,
seconded by Richard Bennett. Vote 4-0, passed.

NEW BUSINESS

Water District #8

RESOLUTION #12

SEQR Lead Agency

Tom McCabe made a motion to approve the following resolution,
Richard Bennett seconded:

RESOLVED, that in accordance with the New York State
Environmental Quality Review (SEQR) regulations, the Town Board
of the Town of Barre hereby announces its intent to serve as
Lead Agency to conduct an environmental review of the
construction of public water supply improvements to serve the
proposed Water District No.8. The proposed action involves the
installation of approximately 24,500 linear feet of waterline
along portions of Eagle Harbor Road, (Co Rd 45B), Kams Road,
Maple Street, and Miller Road in the Town of Barre. The project
will provide public water to properties that are currently
dependent upon individual groundwater supplies that historically
have produced very low yields of poor quality water.

FURTHER RESOLVED, the Town Board has determined that, as
portions of the project are located within an Orleans County
Agricultural District, the proposed action is a Type I action as
defined under SEQR; and, be it

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Water District #8 Con't

RESOLUTION #12 SEQR Lead Agency (Con't)

FURTHER RESOLVED, the Town Board has commissioned LaBella Associates DPC to prepare Part I of the Environmental Assessment Form regarding the project.

FURTHER RESOLVED, the Town Board will notify the Involved Agencies of its intention to act as Lead Agency for this project and will provide them with a copy of the completed Part I of the full Environmental Assessment Form for review during the 30-day period.

Vote 4-0, passed.

RESOLUTION #13 WD#8 Project Management

Richard Bennett made a motion to pass the following resolution, seconded by Larry Gaylard:

- A. Project Management Services - In order to assist the Town of Barre in the implementation of the project to be assisted with funding from the USDA Rural Development for the construction of the Town of Barre Water District No. 8 the Consultant will perform the following administrative activities.
1. Assist the Town in developing and maintaining the financial management system required to carry out the project.
 2. Assist the Town in complying with all applicable Federal and State rules and regulations in carrying out the project.
 3. Review all requests for payment and advise the Town regarding the disposition of these requests.
 4. Prepare required grantee performance reports and monthly Form Es for submission to Rural Development.
 5. Coordinate all project activities in accordance with program guidelines and provide reports to the Town throughout the project.
 6. Serve as the agent of the Town in dealing with the Project Engineer, contractors and other project participants.
 7. Advise the Town regarding procurement procedures, including the selection of the firm to prepare the single audit and the purchase of materials and contractual services.
 8. Review all contract documents and recommend actions as may be appropriate.
 9. Insure compliance with Federal requirements in the preparation of bid documents, advertising for bids and the selection of a contractor.
 10. Attend pre-construction meetings, define Federal and State

RESOLUTION #13 WD#8 Project Management (Con't)
requirements and define the contractor's responsibilities.

11. Maintain contact with representatives of USDA Rural Development to ensure the effective administration of the project.
12. Coordinate with and provide information to the Town's financial Advisor responsible for assisting the Town to obtain interim financing as well as long-term financing through Rural Development.
13. Prepare program amendments or modifications as may be required in order to respond to changing conditions and insure the timely implementation of the project.
14. Prepare the final close out documents for submission to USDA Rural Development.

B. General Provisions

1. Under no circumstances shall the Town be obligated to pay any services that may be performed under Section A above until such time as USDA Rural Development has obligated funds for the project improvements and the Town has authorized the consultant, in writing, to provide these services.
2. The Consultant shall maintain the necessary staff to insure the orderly and efficient administration of the program.
3. The Consultant shall submit periodic progress reports to the Town summarizing the status of the program. Problem areas will be identified and actions taken to resolve these problems reported.
4. The Town shall pay the Consultant the not-to-exceed a lump sum of \$15,000 for the completion of the Project Management Services. Progress payments for the completion of these tasks shall be made in five equal installments consistent with the schedule of milestones appended hereto as Attachment A.
5. The Consultant acknowledges and agrees that the fee for its services indicted in Paragraph B-4 above, shall not be increased for any reason without the prior written consent of the Town.
6. This contract shall terminate upon the acceptance by Rural Development of the final close out report or upon thirty (30) days written notice from one party to the other. Within thirty (30) days of the termination of the contract, the Consultant shall receive compensation for those project milestones which have been completed by the end of the thirty (30) day notice period.

RESOLUTION #14 WD#8/Legal Services Agreement
Richard Bennett made a motion to accept the proposed agreement with Lance Mark, Esq for Legal Services for WD #8, not to exceed \$10,000.00, seconded by Tom McCabe. Vote 4-0, passed.

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REPORTS:

BOOKEEPING REPORT

<u>Account</u>	<u>Total Liab & Fund Bal</u>
General Fund	\$
Highway Fund	
Barre Fire Dist.	
Water Dist. #1 Oper.	
Water Dist. #2 Oper.	
Water Dist. #3 Oper.	
Water Dist. #4 Oper.	
Water Dist. #5 Oper.	
Water Dist. #6 Oper.	
Capital Account	
Debt	

PARK COMMITTEE - The Town Board discussed what events can be held in the park under the rules and regulations of the State and Federal Funding. A job description for the Recreation Director and the Concession manager were discussed.

PLANNING BOARD - The Town of Barre Planning Board met last night, the Comprehensive Masterplan is almost finished.

CORRESPONDENCE AND DISCUSSION:

The Village of Albion is conducting one hour tours of the Water Treatment Plant for the month of March, 9am-8pm. RSVPs are necessary.

SUPERVISOR'S/LEGISLATOR'S MEETING

The next meeting of the County Supervisors and Legislators will be February 23, 2016 at the Village Inn at 6:30pm.

Meeting Adjourned at 6:30pm

Respectfully submitted,

Maureen Beach, Town Clerk