

**TOWN OF NISKAYUNA  
PUBLIC WORKS COMMITTEE**

**AGENDA**

**July 8, 2021; 8:30 AM**

**1. REVIEW AND APPROVE 6/3/2021 PUBLIC WORKS COMMITTEE MEETING MINUTES**

**WATER & SEWER ITEMS**

**2. ADMIN/ENGINEERING**

- a. W&S COVID-19 response update
- b. Summer intern for engineering office

**3. ATTORNEY'S ITEMS**

- a. Myers' petition for sewer extension along Whitmyer Drive (PB)
- b. Pearse Road sewer extension update (PB/JH)
- c. City water bill update?(PB)
- d. Ingersoll Home issue with non-flushable paper products (JH/MY)
- e. Fence Easement Agreements
  - i. 1109 Millington Rd. (Sewer)
  - ii. 801 Whitney Dr. (Drainage)
- f. 2228 Webster Drive Outside sewer user agreement
- g. County club area utility easements
- h. Dish Network requesting to place equipment on water tower (PB)

**4. WATER & SEWER MAINTENANCE**

- a. Fill Maintenance Worker / Water Sewer Maintenance Worker positions
- b. June W&S related road cut permits

**5. WASTE WATER TREATMENT PLANT**

- a. HSOW program update
  - i. ESG Contract
  - ii. NYSDEC Approval(Update)
- b. Sludge dryer repair
- c. WWTP Operator
  - d. Annual Maintenance Contracts for generators
- e. Chlorine price increasing

**6. WATER TREATMENT PLANT**

- a. Chlorine price increasing
- b. Schenectady County Youth Employment Program

**7. UTILITY BILLING**

- a. 2021 Spring Residential / Commercial Utility Bill Reconciliation
- b. 1<sup>st</sup> Quarter 2021 Corporate Utility Bill Reconciliation

**8. RECYCLING CENTER / TRANSFER STATION / LANDFILL**

- a. Appoint Transfer Station Attendant(s)
- b. Fall Recycling / Shred Event, Saturday, October 2<sup>nd</sup> , 9:00am – 1:00pm

**9. DRAINAGE**

- a. Rowe Road Drainage Easement Tree Concerns

**10. FINANCE COMMITTEE OR BOARD ACTION**

- a. Resolution to approve 2021 Spring Residential / Commercial Utility Bill Reconciliation
- b. Resolution to approve 1<sup>st</sup> Quarter 2021 Corporate Utility Bill Reconciliation
- c. Resolution regarding Fence/Shed Easement Agreements
- d. Resolution approving Pearse Road sewer extension
- e. Resolution approving 2228 Webster Drive Outside sewer user agreement
- f. Resolution to hire summer intern for engineering office
- g. Resolution to appoint Transfer Station Attendant(s)
- h. Tentative Resolutions to hire WS Maintenance Workers
- i. Tentative Resolutions to hire a WWTP Operator
- j. Tentative Resolution regarding Country Club area utility easements

**NEXT MEETING:           Date: August 5th, 2021   Time: 8:30 AM**

# Town of Niskayuna

June 3, 2021

Denise Murphy-McGraw, Chair



## WATER, SEWER & ENGINEERING COMMITTEE MEETING

**Present:** D. Murphy-McGraw, Y. Syed, M. Yetto, S. Fiminski, B. Backus, I. Alam, J. Hawley, A. Finan, R. Smith, P. Briggs, P. Rakvica, S. Goldstein, K. Persons

Minutes of May 6th meeting are approved

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### 1. Admin/Engineering:

- a. W&S COVID-19 response: The newly updated guidelines for the meter technician to enter residents' homes have begun and are working out very well with no complaints. The technician has been supplied with additional PPE's.
- b. Summer Engineering Intern: We are currently still searching for a summer intern. M. Yetto will draft letter to add to the Town's website.

### 2. Attorney's Items:

- a. Myers Extension: P. Briggs stated there has been renewed interest in the sewer extension along Whitmyer Dr. City of Schenectady water bill: No update.
- b. Pearse Rd. Sewer Extension: Resolution will be generated for acceptance of extension.
- c. Ingersoll Home Issue: No update.
- d. Easement Agreements: P. Briggs will meet with residents for 805 Whitney (drainage), 2 Espen Pl. (drainage), 1009 Catherine Woods Dr., (drainage), 2342 Knolls Rd., (drainage).
- e. Country Club Utility Easements: P. Briggs will meet with the homeowners and have them sign a temporary construction easement agreement.
- f. Dish Network: They want to put some of their equipment on the Jaffrey St. water tower. M. Yetto will meet with them to see what is involved. P. Briggs has proposed contract and will work with Comptroller Alam to decide what the charge will be if the proposed contract is accepted.

### 3. WWTP:

- a. HSOW Program: ESG stated they are very close to get the approval from DEC. Matt Yetto will draft final letter and follow up with DEC.
- b. Sludge Disposal: The Town is working with Colonie to have them as backup for sludge disposal. Tentative resolution.
- c. Plant Operator: Tentative resolution for operator if list is received from Civil Service for interviews and provisionally appoint employee.
- d. Generator Maintenance Contracts: Waiting for updated quote for Finance Committee.

### 4. Water & Sewer Maintenance:

- a. Maintenance & Water Sewer Maintenance Workers: After advertising and putting positions on the Town's website, we have only received a handful of applications. Will continue to advertise.
- b. Schenectady County Youth Program: Schenectady County has contacted the Town for receiving an employee for the summer months. Orientation for the Chief Operator's will be 6/16 and 6/17.
- c. Sewer Lining Contract: The contract for the sewer lining will be awarded and will have the information for the agenda meeting.
- d. Registered Plumbers List: In discussion with Town Clerk's office who will administer/update list for the website.
- e. Road Cuts (Highway Dept.): Road cuts will now go thru this Committee.

**5. Utility Billing:**

- a. 2020 Fall/Residential/Commercial Reconciliation: Resolution will be generated.

**6. Water Treatment Plant:**

- a. Upgrade Design Contract: An RFP has gone out for the engineering end of the upcoming upgrades and we have received three responses. Recommendation by the Agenda Meeting. Construction work is expected to begin next year.

**7. Recycling Center/Transfer Station/Landfill/Former W&S Garage/Drainage:**

- a. W/S River Rd. Facility: Landscaping is being continued.
- b. Shred Event: October 2, 2021 at the Transfer Station.
- c. Additional TS Attendant: Committee approved to hire hourly person.
- d. Storm Water/Drainage: The annual MS4 Report is available on the Town's website for public review.

**SUMMARY: Finance Committee/Resolutions**

- 1. Water Plant Redesign Contract: Resolution
- 2. Sewer Lining Contract: Resolution
- 3. WS Maintenance Work Hires: Tentative Resolution
- 4. Summer Engineering Intern: Tentative Resolution
- 5. 2020 Fall Res/Comm Utility Billing: Resolution
- 6. Colonie Landfill Sludge Disposal Contract: Tentative Resolution
- 7. WWTP Operator: Tentative Resolution
- 8. Easement Agreements-(3): 805 Whitney Dr., 2 Espen Pl., 1009 Catherine Woods, 2342 Knolls Rd.:  
Resolutions
- 9. WWTP Operator hire: Tentative Resolution
- 10. Country Club Easements: Tentative Resolutions

**NEXT MEETING: July 8th at 8:30 a.m.**

Minutes prepared by: K. Persons