

MEETING MINUTES
VILLAGE OF HOOSICK FALLS/TOWN OF HOOSICK
ENGINEERING REPORTS FOR:
WATER EXPANSION
SEWER EXPANSION

MRB GROUP PROJECT NO. 0825.16003.000/0825.16004.000
PROJECT KICK-OFF MEETING

Date: 06/27/16

Time: 2 pm

Location: Municipal Building
(24 Main St, Hoosick Falls, NY 12090)

Attendees:

Name	Representing	Phone	Fax	Email
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(see attached sign-in sheet)

1.0 HOOSICK FALLS CENTRAL SCHOOL AND HOOSAC SCHOOL

- Mayor Borge noted that although Hoosick Falls Central School has not yet formally voted on the subject, the school has significant interest in the extension of both public water and sewer infrastructure south on Route 22. In addition, the Hoosac School has expressed interest in being served by public water. As part of the engineering report for the water system expansion, the option of extending to the Hoosick Falls Central School, but also extending further south to the Hoosac School should be evaluated.

2.0 NYSDOH WELL SAMPLING RESULTS

- Tim Vickerson indicated that well sampling has been completed and no new requests have been made to their office. The May 18, 2016 is the most current published map, but it is likely there will be another update.
- MRB Group requested electronic data (GPS well coordinates, GIS shape files, database files, etc.) associated with the well sampling activities and PFOA results, in order to overlay this information on Village/Town mapping.

3.0 NYSDEC CONSENT ORDERS

- Jim Quinn provided a brief update on the status of certain work elements that have been set forth in the consent orders. The DEC has not yet

received the Remedial Investigation/Feasibility Study (RI/FS) work plan. In terms of evaluating an alternate source of supply, some cursory fieldwork has been completed and a meeting with Saint-Gobain has been scheduled for 06/28/16 to discuss additional work that will be needed associated with this work activity.

4.0 POET SYSTEMS

- Jim Quinn indicated that the DEC will continue to install Point of Entry Treatment (POET) water filtration systems in residences that submit a request. These systems are being installed at no cost to the homeowner. Testing of all POET systems already installed is anticipated to occur at 90-day intervals. MRB Group requested any cost information that may exist on the POET systems to assist with the cost analysis section of the engineering reports. Jim Quinn indicated that equipment and installation costs for the POET systems may be available, but long-term maintenance costs will be more difficult to define.

5.0 REQUEST FOR INFORMATION

- In order to facilitate the preparation of the engineering reports, MRB Group is requesting various items, including but not limited to: Town Comprehensive Plan, Town and Village Approved Budgets, 2016 Water and Sewer Rates, Drawings and relevant Engineering/Design Reports for existing water and sewer facilities. MRB Group will formalize a list of items being requested, and work with both the Village and Town to obtain this information. Some supplemental fieldwork, specifically hydrant testing by the Village, is also being requested.
- MRB Group will reach out to the Rensselaer County Health Department to obtain documentation of issues associated with the existing wells and/or septic systems located at the Hoosac Meadows Apartments, Hoosick Falls Central School, and Hoosac School, which could be incorporated into the engineering reports and help to strengthen the funding application packages. MRB Group will draft letters to both schools requesting letters of support and any supplemental information that may be needed to complete the engineering reports.

6.0 PROJECT FUNDING & TIMELINE

- It was noted that preliminary meetings with NYSEFC have been "positive" regarding the potential for funding.
- There was a brief discussion about creation of special improvement districts (e.g., water and sewer) within the Town. Although funding agencies may typically require this, the Town and Village have an existing intermunicipal agreement for providing water and sewer service, which outlines sharing of

costs, and billing/collection/re-levy of water and sewer rents. MRB Group to follow-up with NYSEFC to seek further clarification.

- MRB Group confirmed that the deadline for submitting application packages under the Clean Water and Drinking Water State Revolving Fund programs is end of August, in order to be listed on the 2017 Intended Use Plan (IUP). It was also noted that the application deadline for the next round (Round 3) of NYSEFC's Water Grants Program will likely be in early 2017. It is anticipated that Village would obtain "hardship" status from NYSEFC, given that it obtained this status on its recent sewer project.

7.0 MISCELLANEOUS

- Mayor Borge requested that MRB Group reach out to the Village fire chief to discuss certain hydrant concerns/needs.
- The Village indicated that concerns from residents had been raised regarding "adsorption" of PFOA into sediments found in the water. Tim Vickerson indicated that he could provide some supplemental information to the Village to respond to these concerns.
- The Village also indicated that residents were requesting that water sampling be performed at their faucets. The Village is requesting guidance from the NYSDOH on how to respond to these requests.

8.0 ACTION ITEMS

- NYSDOH
 - Furnish electronic data (GPS well coordinates, GIS shape files, database files, etc.) associated with the well sampling activities and PFOA results.
- NYSDEC
 - Furnish cost information (including operation & maintenance costs, if available) related to the POET systems.
- MRB Group
 - Contact Rensselaer County Health Department regarding existing wells and septic systems located at the Hoosac Meadows Apartments, Hoosick Falls Central School, and Hoosac School.
 - Draft letters to both schools requesting letters of support and any supplemental information.
- MRB Group/Village/Town
 - Joint effort to obtain items requested, including: Town Comprehensive Plan, Town and Village Approved Budgets, 2016 Water and Sewer Rates, Drawings and relevant Engineering/Design Reports for existing water and sewer facilities.
- Village
 - Supplemental fieldwork, specifically hydrant testing (MRB Group to work with Village to identify hydrant locations)

9.0 NEXT MEETING

- Joint Village/Town Work Session
Thursday, July 21, 2016, 2 pm (Municipal Building)
Purpose of meeting: Review water/sewer system expansion scenarios, and refine project scope.

The above is my summation of our meeting. If you have any additions, comments and/or corrections please contact me for incorporation into the minutes. After five (5) days, we will accept these minutes as an accurate summary of our discussion and enter them into the permanent record of the project.

Respectfully submitted,

Michelle Baines

Michelle Baines, P.E.
MRB Group Engineering, Architecture & Surveying, P.C.