

MINUTES OF THE MEETING OF THE TOWN BOARD
TOWN OF RICHLAND
1 BRIDGE STREET, PULASKI, NY

DATE: August 3, 2022

KIND OF MEETING: Special Board meeting with Barton and Loguidice

PLACE: Grand Jury Room, H. Douglas Barclay Courthouse Pulaski, NY

BOARD MEMBERS PRESENT: Supervisor Kern Yerdon
Councilwoman Donna Gilson
Councilman Allen Goodsell
Councilwoman Sue Haynes
Councilman Robert North (arrived at 10:15)

OTHERS IN ATTENDANCE: Dustin Clark, Anthony Young and Brett McVoy with Barton and Loguidice, Town Resident, Maydith Kurtz, Jerami Christian and Town Clerk Millie Newcomb

CALL TO ORDER: The meeting was called to order at 10:00 a.m. with Supervisor Yerdon leading in the Pledge of Allegiance.

Supervisor Yerdon started the conversation with Dustin Clark from B&L with the Town of Ellisburg. Right now at the last meeting with the Town of Sandy Creek, Mr Kastler wanted to make sure that they had enough water in the tank to take care of Ellisburg. Richland has a meeting tomorrow with Sandy Creek about the water rates. Hopefully it's done tomorrow. As soon as Richland has that worked out, we should have answers to all the other things going on within water. Just to finalize this a little bit, Mr Clark advised his recollection after he left there is that Sandy Creek and Richland, each town had to make sure that their own capacities were good. Richland was okay on the supply end of it and Sandy Creek was okay with the supply standpoint and also get together again and collectively go and meet with Ellisburg and say Yes we can supply you under these terms. Mr Novak advised that his recollection was similar to that only that Mike Kestler indicated that they were looking at doing another Water District outside of what they are currently building with approximately, 400 more users and after construction of that district, would they have enough tank capacity to also supply Ellisburg. In other words, he has to take care of the Town of Sandy Creek before he entertains the idea of supplying Ellisburg. All were in agreement. When looking at that district, not all customers will

be getting water off that tank. Sandy Creek is looking at a potential expansion and as Ron said their duty is to the Town of Sandy Creek residents to make sure they are not taking away capacity from them for the town of Ellisburg. Supervisor Yerdon told the audience that the Town of Richland doesn't have to worry about Sandy Creek. Water Operator for Sandy Creek, Eric Pappa told Supervisor Yerdon that the town of Sandy Creek has a chlorination system set up that they don't use because we have enough chlorine in our water that they don't need to add but Mr. Novak says that he can see his chlorine in any of the well sites so we adjust it on our end. Mr Novak said that the chlorine isn't even hooked up because Richland monitors it. If we are taking on another town Mr Yerdons concern is when it goes outside the master meter if it passes then our job is done. Mr Clark agreed then Mr Novak added that if they start getting out that far they will be adding chlorine. The ability is already there on Rainbow Shores Road to boost the chlorine if they need to. It's all about water age. Chlorine degrades over time in the water and the longer that the water sits in the pipes and the tank the more the chlorine degrades and Richland is extremely fortunate with the quality of water we have because it's unheard of how long the chlorine lasts. You can talk to another system operator and not have to add chlorine to Sandy Creek, they didn't believe it. They did the numbers and the model. That's why the chlorine building is there. It's one thing to do the model, design and build and say it doesn't need it, it needs the building there anyway so the provision for chlorination is there it's more for just in case. Councilwoman Gilson asked if they expanded they may have to use the chlorination system? Mr Clark answered his guess is probably no but they could. They are recycling water so quickly that the chlorination residual never gets a chance to drop because it's recycled so quickly. They found out the other night when they emptied the tank in 35 minutes. Its age. The water goes up into the tower goes out into the pipes it gets used by the people. If you do nothing else but add more people you're reducing the age so your chlorine residual will stay more stable. The balance is your adding age as it goes through that pipe but your also adding users so as long as it in par with the age with the rest of the system you don't increase it at the end user, it's not going to change, but you don't know the dynamics of every scenario of the future. It can be done if it needs to but you are talking the chlorine runs between .6-.8 and at the Tower its .3-.6. That is a very good range, very stable range. Even running 20 miles. Even if you have to boost it .2 at Rainbow Shores, you could probably send the water another 10 miles. Sandy Creek's chlorination building has never added any chlorine, they pump water to make sure it's working. Every so often they run water through it every so often to make sure it's still working.

Wellhead Protection is next. This has come up a few times in the past. The Town of Richland has wellhead protection on Water Districts 1&2. Pete Hinkley from Rural Water completed this some time ago. It was never adopted, the town never adopted the plan or the regulations that come along with the WellHead protection plan. Richland owns a lot of land around the wells so we are okay but Dustin just wants the town to make sure we realize what happened in Orwell and how it affected Richland. Orwell has a Wellhead Protection Plan. They have adopted it and now have land use restrictions with it. A farmer can no longer fertilize on the wellfield. The Town has this plan but again, has never adopted it. There are land use restrictions that go along

with it. No septic systems of any kind. It's not required by the Health Department which is strange, it's optional. The Town meets every health department standard for the minimum level of protection. The Town owns and controls a 200 foot radius around each well. But the wellhead protection plan protects the tributary area around each well. Supervisor Yerdon thought the Town had it, but Mr Clark insisted that it was brought up a few years ago, it was something that Rural Water still did as of a few years ago and it's completely free. But if it costs a little bit it's well worth it. Getting the plan done is great but you also have to implement it. There are land use restrictions and the Town must be prepared to enforce it. The plan needs to be updated before it is implemented and add the new wells. There is no sense in Barton and Loguidice to update the Wellhead Plan when Rural Water will do it for free or with a small charge. This plan was updated once and Mr Clark wasn't sure what wells were included. Wells, #7 and #23 are missing from the old report. Mr. Clark will reach out to Rural Water and get the ball rolling. The Town has to be prepared and willing to pass laws with land use restrictions, otherwise this protection does nothing. There is an enforcement process. Councilwoman Gilson asked who enforces this land use law? Mr Clark told the Board that this law is enforced by our Zoning Officer. Richland is controlled more because of the size, it's the Fernwood well site that may be vulnerable .

Supervisor Yerdon ran into one of the engineers at the Fulton Company and advised him that the Town is looking to meet with them about the 2 Fire hydrants behind their building. The Board is still in awe that no one knows anything about this issue. A 6" pipe with 2 hydrants hooked to it. Supervisor Novak advised that he has 1 set of prints and the contract that former Supervisor Ron Crandall signed and a copy of the contract for the work that was done. It occurred at a time when the Town of Richland didn't assess the pipe. It was right in the middle of the build out for water district #2. They hired a contractor to do it. We have no inspection records, nothing. They can't even find land testing data. Oswego County Health Department, Bill Havner has nothing. What both Mr. Yerdon and Mr. Novak want from Fulton is when the water is being used. Right now they don't know. The line comes off Peck Road and goes toward 2A. If they agree we put in a shut off there and also we can tell if there is a break in that line. It will set off an alarm in the building on Co rt 41. Not knowing right now is a weakness in Supervisor Yerdon's book. We can do one of 2 things, we can shut it off but if they think it's important to do that then the town has to shut off. Councilwoman Gilson feels it's an easy fix with conversations with Fulton. Per Mr. Novak, the Town wants no ownership of the hydrants. It's nothing but a liability . Keep it private. Mr Novak has located the valves on Peck Road and County 2A.

Brett from B&L is up next. The first thing they looked at was the lack of infrastructure extensions. These are people that have access to existing infrastructure , they just require a new service connection, and then run service to their property. They are not currently in a district or water service area so they would have to be added through a NPR. And then once they are officially part of a district they can be connected and then they would start paying whatever the applicable fees are for the corresponding district. An example of this would be the residents on Beulah Drive in Richland. They are not in Water Service area 5 but they can be

added and that would be a simple connection. There are actually 2 on Beulah drive. One is in the district is why the infrastructure is in while the other 2 neighbors would just need to be added. Shaw and Ella Gibbs property are the other 2 homes that are to be added. Another property that is in need of water is the Kurtz property on Towne Road. Mr. McAvoy explains that is another issue because her home is located over 800 feet from where the main stops. That is where the expense is for the homeowner. Councilwoman Gilson asked the B&L representatives if they had communicated this with Mrs. Kurtz. It was explained to her but not sure if she understands. There is a cost estimate for so she would be one of the near side service connections in order to add her to the district and provide the curb stop to connect to, we can provide a cost range at lease and give her an estimate of which a private contractor would charge her to connect her the 800' from her house to the actual curb stop. It's the Towns decision if they want to offer her that. It's going to be very expensive for her to connect. There would be a meter pit and then another 800' of line. These costs are what the Town would have to charge her or any other connection. It's typically between the contractor and the property owner. Councilwoman Gilson thinks the town owes her an explanation of the situation and cost.

The extensions are something the Town can do now. Brett explained, the majority of the parcels are on County Route 2 and one on Gerdon Drive. For them to connect, they will have to tap into the 12" transmission main that was installed with Water service area #5. It's the Towns decision whether or not to let people get water from that line. Supervisor Yerdon explained that when the Town was putting this water area together, he met with the residents of this area at least 4-5 times along with George Harding to convince the residents to hook into the water. Mr Yerdon explained they were adamant they did not want water. They were ready to fight. That is why that line is a transmission line. We could try to send them a letter to see if they changed their mind. You cannot pick and choose. If one person wants the water then everyone would have to get it. A letter will be sent to the residents on County Route 2 offering a last chance to receive water from the town and see what the response will be. At least the Town offered and for what it's going to cost it will be worth it. Supervisor Yerdon would like an estimated cost of what it would cost the homeowners to hook up. The cost would vary depending on what side of the road the home was on. Of course it would be less if the home is on the side where the transmission line was. If you spread the cost of the hydrants over the 30 potential users these numbers would be in the range proposed on the attached report. Letters are to be sent to the homeowners on the part of County Rt 2 that has the transmission line and the second group takes in the rest of the extensions of the attached report. The engineers will draft the letter to be sent. Another extension is about 12 users on the Town of Albion side of two sections of Town Road. Bill Heavner of the Department of Health has mentioned that there are issues with the wells and maybe interest in them connecting to Richlands water system. They would need to come in as an outside district with an IMA with Albion to provide them with water. Once that is done they would form a district. It's the same as the situation where they would tap the line. They are all long side services so the cost estimate is applicable to all these people too. It's the Town's choice to work together. Mr Yerdon has heard that the new Town Board in Albion is

interested in Water. The old board was not. He thinks it makes sense to set up a meeting with Albion to see how they feel about Richland servicing them with water. If they are then it makes sense to get into an agreement with them like Sandy Creek and let them be the lead agency, create another district to take care of some of the issues we have within that structure. Supervisor Yerdon, with full agreement from the board, will get in touch with the Supervisor of Albion to set up a meeting. If they are interested then we start down that path. If they are not interested then we use the same meeting to talk about the 12 users on Town Road. We would have the same agreement like we have with Mexico, we supply them with water and they pay us. Mr. Yerdon will get that meeting scheduled right away.

The second type of extension is limited infrastructure extensions. This is where the main stops short of their property and additional infrastructure is needed to service them. This would be new water main, hydrants, and potentially gate valves. The cost of this is significantly higher than the no infrastructure extensions, 2 or the 3 examples given here are people that have approached the Town about water. We tried to give them some realistic numbers. The 3 examples are Town Road, which we briefly discussed, that is going from Towne Road to Halsey Road, south of Towne. There are 4 people that have expressed interest in the water and potential of connecting 4 additional homes. So there are 8 total users but its 4500 feet of pipe that makes the cost really high. It's about \$85,000 up front costs to each user. The Board does not see that happening. It makes sense for those users to wait for the next service area. The second example is Dry Bridge Road. There wasn't any interest from anyone so it seemed like a more realistic situation. Only a few hundred feet of pipe would be needed, 1 hydrant and 1 valve. Only 3 users but still looking at a one time connection cost of \$15,000. Supervisor Yerdon thinks these residents should be included with a letter. Mr. Novak said the 3 people in question do not want the water. The final example is County Route 48. There has been significant interest in people on that road. Jerami Christian of County Route 48 is here and is one of the 6 people that have expressed interest in getting water. It has a higher user base with potentially 10 users. So the cost can be spread out among them. They would need about 1200 ft of pipe. In order to do all of that and get the main to the Town of Albion line, the estimated cost per user would be \$17,500. That included everything, the infrastructure, adding them through NPR, the engineering, then actually connecting them. This includes the taps. This is where the numbers shake out. It may not hurt to canvas people in those areas again. There is nothing saying these parcels can't be the next water service area. There are approximately 300 additional people in the town which is incredible that we have provided water to that many people, and only have 300 left. That is the number that is left that is not currently connected. There is a possibly of the Town of Richland going it alone for service area #6. The engineering report studied the different alternatives after Albions interest was gauged before moving forward. The rest of the report just gives some funding scenarios for Richland going alone and serving the rest of the parcels. This could change dramatically depending on the scope of the project. The final few pages are the steps for each of the 3 different paths forward to connect some additional users, so we outlined what needs to be done and by whom. That is there for reference. First step is with Albion. Supervisor Yerdon will set up the meeting. Mr. Novak asked

if the Town of Richland would be farther ahead doing a stand alone district or attempt to do a combined Town of Albion and Richland and pick up additional pieces. He thinks that the Town is going to box itself into a corner where we are going to get to a point where we can't finish Richland because the cost per user is going to be so high. Councilwoman Gilson and Goodsell also voice their concern about that also. They also feel that the whole Town of Richland has to be done with the next district. And combining that with Albion would be a huge project. The project for just the Town of Richland is a 13 million dollar project. A few things come to mind per Dustin Clark. You start increasing the project costs which if you get density to go along with that it's okay, because it's neutral and it could be a more attractive project, which it might be. But if it doesn't it may dilute the available grants. The other important aspect is timing. We are at the tail end of a funding cycle. The next funding cycle is 1 year from now which gives you a year to plan and prepare to be submitting these applications. We all know how important it is to secure funding. The more you put in Albions court it's just going to delay things, so that meeting is important and it's good but it's pretty urgent. The Town has to decide which way the town is going, so we can prepare for a year from now. Mr Novak feels that the Town should proceed alone as a stand alone project because he feels that some part of the Town of Richland will be left out because of costs. WE have greater risks combining with the Town of Albion. Councilman Goodsell advised that the Town of Sandy Creek is thinking about another section so what if the Town does a part of Sandy Creek and a part of Albion. Divide up the 300 between the 2 projects. Mr Novak said that you can try to do those things but we are leaving ourselves into the hands of someone else and the timing is getting pushed down the calendar far down we are betting on a lot of things and losing control. Councilwoman Gilson asked if the Town can do a project with 2 other towns. Mr. Clark advised that it can be done and they are great projects. They are very attractive. Joint projects especially with Sandy Creek make sense. That's why it leveraged the funding the way it did. The Town has to answer the question of "why" with joint projects. Anthony with B&L has done projects like this . Richland can do a project, Albion can do a project completely separate or you can do them together. What are the benefits? We have to find that, something has to pop out. The same goes for Sandy Creek. With other projects it made sense. With these 3 potentially, maybe independently from each other, where funding is going to look at it and say it's not really a joint project. A joint project has to work all the way around for everyone involved. Why is it better as a joint project as opposed to a separate project? B&L has struggled as to where it made sense spending and investing time and money into something , Dustin isn't sure its the Towns best chance on securing funding. The Town is free to do it. Supervisor Yerdon feels a big percentage of the remaining 300 in the Town of Richland will say no to water. Mr. Christian says that where he lives on Co Rt 48 and the 6 people that he knows want water, they are not going to be able to afford the \$17,000 to get water. He also asked if there are grants available for extensions for the people that want water but can afford it? The grants are state and nation wide but are very competitive so before you spend any time and put in the grant application, you have to make sure you got a really good project that is supported by the people and makes sense and that can compete with applications across the state. Councilman Goodsell says this is why we have to

survey the people in this new proposed district. Construction costs are all over the place but there is money out there for projects. There is a potential for more grants than what is shown. When the survey goes out we have to have a ballpark figure of what it's going to cost. Dustin Clark thanked Mr Christian for coming to the meeting. He is one of the 300 that has an opinion about water that the Town is trying to reach. No one thinks about the savings that having municipal water brings to them. Savings in insurance, not having to have a pump or water softener and maintenance. There is no easy answer and the Supervisor thanked Mr. Christian for coming so he can see that it's not an easy answer. The average homeowner doesn't test their water every year. Municipal water is tested everyday of the week. It's safe. With our system, you can be out of electricity but municipal water is always on. When the letter goes out Mr Yerdon thinks they should include all the benefits of municipal water. In recap, the 3 limited infrastructure extensions that Brett put together, Councilman Goodsell asked about properties on Sherman Road. He thinks there are about 8-10 potential customers on that road. Dustin asked how the Town wants to handle the limited infrastructure extensions on Towne Road, Drybridge, Co rt 48 maybe Sherman , does the town want them to get a letter. The Board agreed that the cost is the factor. It's just too expensive at this time. The one extension that includes Ella Gibbs, Rural Migrant Ministries, could be done without any other infrastructure. These three really should get done per Water Clerk Mary Yerdon. Per Dustin they are getting done. Dustin said that a letter will go to the three, Gibbs, Migrant Ministries and one other explaining how much they will have to pay to get hooked up. Everyone will get a letter that is on the list. Prices never go down. A letter to the list provided by B&L will have information about the pros and cons. It's important that the cost be in the letter. Supervisor Yerdon will get a meeting with Fulton Companies and a B&L representative will attend it with him. Mr Yerdon will also set up a meeting with Albion also. The owner of Tailwater is pushing for municipal water also.

Dustin would like to bring up the Town of Ellisburg once again before the meeting ends. Can the Town of Richland state to the Town of Ellisburg that they are willing to sell them water?. Mr Yerdon explained that this is a complex question. He personally would like to take care of his neighbors first before going out of the county. The Board agrees with Supervisor Yerdon. Mr Novak asked if Mr Clark and B&L were involved with the issues between the Villages of Sandy Creek and Lacona? Mr Clark said that not really but were involved with maybe an expansion with the Town of Sandy Creek. They could be potential users. About 1700 ft of pipe could pick up both Villages. Mr. Yerdon would like to set up a plan for Emergency Preparedness with whomever we are tied into. An example of a water main break and the tank was emptied in 35 minutes. We should know where every shut off valve is. Oswego County helped the Town set up a plan. We should have something like this for water. The water loss after the break was unbelievable. There was a break of an 8" main down off of Seber Shores Road. Richland started feeding about 900 gallons per minute, Sandy Creek's tank dropped from 24' feet to 3.2 ft his bottom draw, he was empty in 35 minutes. It ended up being a PVC section of main put in, in 2014 and it split about 7'. It washed out the gravel road. It was on a dead end there was a valve and after it was shut off Bob and Ron could see his tank filling. It took all night to get the

tank full. Having good records is the key. Eric Pappa is leaving in 3 yrs and Bob and Joe can leave in 4. If we don't get someone trained we may be in trouble. The Board feels that is why having things on paper is a good thing. Something to start with. Dustin says they have been talking about this also and will do some research on it. Emergency Management is critical as the system ages as well. As it ages not just with the people that are here today, it's the future of the entire system with new people coming on, if there are no manuals there is no reference to go to. It's really critical to get into action. Councilman Goodsell said that we should check with the County emergency management to see what they have we can reference.

With nothing more to bring before the Board, ***a motion to adjourn was made by Councilman Goodsell and seconded by Councilwoman Haynes. In a roll call vote, all were in favor with a vote of "AYE". 11:45am***

NEXT TOWN BOARD MEETING: August 8, 2022 at 6:00pm

MEETING ADJOURNED: 11:45

Respectfully submitted by

Millie Newcomb
Town Clerk



Barton & Loguidice

Memo To: Town of Richland Town Board **Date:** July 26, 2022

From: Barton & Loguidice, D.P.C. **Project No.:** 418.026.001
Phase No.: 1 – Feasibility Study

Re: Water Service Area No. 6 and Extensions

1.0 Introduction

On February 10, 2022, the Town of Richland retained the services of Barton & Loguidice, D.P.C. (B&L) to prepare a feasibility study memo to evaluate the potential for extensions to existing water districts/service areas and explore the potential for a new Water Service Area No. 6.

The Town of Richland currently operates 5 water districts/service areas which provide potable water to town residents. These districts/service areas were strategically developed over a period of 20 years in order to maximize funding potential as well as serve areas where residents had expressed interest in receiving municipal water. At the completion of construction for Water Service Area No. 5, approximately 80% of Town residents will have access to Town of Richland Water. There are approximately 300 properties who do not have the ability to connect because they are not in an established water district/service area.

B&L has reviewed the existing Town districts/service areas as well as existing infrastructure to determine parcels which could be added to an existing district/service area without new infrastructure needed, parcels which could be added to an existing district/service area with limited infrastructure necessary, as well as areas which could serve as the basis of Water Service Area No. 6.

2.0 No Infrastructure Extensions

Adding new users as extensions to existing districts where the infrastructure for a connection already exists is the quickest way to add outside users to the Town of Richland water distribution system. Because the water main infrastructure is already constructed and terminated at or very near the property line, the new user will need to cover the cost of the connection, the legal costs and engineering costs for preparation of the Map, Plan, and Report (MPR) which adds them to the district that installed the infrastructure. Once the MPR is filed and extension users pay the one-time extension fee, the user can be connected to the system. From thereon, they will pay the annual debt service/operation and maintenance cost (O&M) that all other users within that district pay.

There are a limited number of parcels throughout the Town which would be candidates for No Infrastructure Extensions. The address, owner, and tax parcel ID number of each qualifying property is listed below:

| Address | Owner | Tax ID | Base District |
|------------------------|--|-----------------|---------------|
| 2503 County Route 2 | William Oliver and Kathryn Oliver | 061.00-04-21 | WSA5 |
| 2523 County Route 2 | Eric G. Pappa and Connie L. Pappa | 061.00-04-22 | WSA5 |
| 2500 County Route 2 | Richland Airpark Inc | 061.00-04-13 | WSA5 |
| 5 Gerdon Drive | Jonathan E. Cronk and Kenneth E. Cronk Jr | 061.00-04-11 | WSA5 |
| 2522 County Route 2 | Jason W. Potter and Mabel Potter | 061.00-04-27 | WSA5 |
| 2530-36 County Route 2 | Deborah A. Potter and Heather L. Potter | 061.00-04-09.2 | WSA5 |
| 2542 County Route 2 | Deborah A. Potter | 061.00-04-08 | WSA5 |
| 2550 County Route 2 | Daniel L. Silva and Doris A. Silva | 061.00-04-07.01 | WSA5 |
| 2558 County Route 2 | Robert D. Stanard and Lisa M. Stanard | 061.00-04-07 | WSA5 |
| 2568-74 County Route 2 | Thomas Griskewicz | 061.00-04-06.01 | WSA5 |
| 2573 County Route 2 | Patrick S. McCullough and Abby B. McCullough | 061.00-04-25 | WSA5 |
| 2577 County Route 2 | Marshall T. Minot Jr. and Larisa S. Minot | 061.01-04-10 | WSA5 |
| 2576-78 County Route 2 | Christopher Johnson | 061.01-03-22 | WSA5 |
| 2584 County Route 2 | Melvin P. Johnson and Jill M. Johnson | 061.01-03-20 | WSA5 |
| 2583 County Route 2 | Melvyn C. Minot | 061.01-04-07 | WSA5 |
| 2586 County Route 2 | Hardin Living Trust and George C. Harding | 061.01-03-19 | WSA5 |
| 2592 County Route 2 | Gary White and Betty White | 061.01-03-17 | WSA5 |
| 2596 County Route 2 | Matthew S. Vanhage and Monika Tyminski | 061.01-03-16.1 | WSA5 |
| 2598 County Route 2 | Robert Lawton and Charlotte Lawton | 061.01-03-15 | WSA5 |
| 2602 County Route 2 | John McGrew II | 061.01-03-14 | WSA5 |
| 2604 County Route 2 | Patrick M. McCarty and Angela B. McCarthy | 061.01-03-13 | WSA5 |

| | | | |
|----------------------|--|-----------------|--------|
| 1084 County Route 48 | Thomas J. Brodeur and Kelly Marie Brodeur | 061.01-03-11 | WSA5 |
| 2601 County Route 2 | Peter J. Lawton and Maureen Lawton | 061.01-04-04.02 | WSA5 |
| 2599 County Route 2 | Sherry L. Rogers | 061.01-04-04.01 | WSA5 |
| 2593 County Route 2 | Matthew A. Salisbury and Beth A. Salisbury | 061.01-04-05 | WSA5 |
| 12 Beulah Drive | Earl E. Shaw Sr. | 061.03-01-12 | WSA5 ✓ |
| 9 Beulah Drive | Ella M. Gibbs | 061.03-01-15 | WSA5 ✓ |
| 15 Stewart Street | Rural and Migrant Ministry | 061.01-01-18 | WSA5 ✓ |
| 395 Towne Road | Kurtz Living Trust and Douglas E. Kurtz | 102.00-01-07 | WSA5 |
| 172 S Daysville Rd | Elmer S. Shetler and Amanda Shetler | 084.00-02-07.01 | WD2 |

Table 2-1 below is the estimated cost range for a no infrastructure extension.

**Table 2-1:
 Estimated Cost for No Infrastructure Extension Connection**

| | Near Side Service | Far Side Service |
|--|--------------------------|---------------------------|
| Water Service Connection (Main to Curb Stop) | \$1,250 - \$1,750 | \$4,500 - \$5,000 |
| Legal and Publication | \$1,000 - \$2,000 | \$1,000 - \$2,000 |
| Engineering | \$1,500 - \$3,000 | \$1,500 - \$3,000 |
| Total | \$3,750 - \$6,750 | \$7,000 - \$10,000 |

Attachment A shows the location of the parcels mentioned above.

2.1 Town of Albion Outside Users

There are at least 12 potential users located on the Town of Albion side of two sections of Towne Road. These two sections are part of Water Service Area No. 5 and there is the potential for these 12 properties to become outside users. In order to do this, these parcels would need to be formed into a water district, and an Intermunicipal Agreement would be needed between the Town of Richland and the Town of Albion to provide water to these parcels. An MPR would need to be prepared to form the water district that encompasses the parcels which would be served. The IMA would set the rate for which the Town of Richland would provide water to these users. All users would be long side service connections because the mains are installed on the Town of Richland side of the road.

At a progress meeting for the Towns of Richland and Sandy Creek Joint Water Project, Bill Havener from the Oswego County Department of Health (DOH) brought up issues that some of the residents on the Albion side of Towne Road are experiencing with their well. Bill expressed DOH's support of allowing the Town of Albion residents connect to the existing mains on Towne Road.

To pursue this potential outside user district, a meeting should be set up between the Town of Richland and the Town of Albion.

3.0 Limited Infrastructure Extensions

Another option for potential extensions involves the same process described above with the addition of constructing new infrastructure. This would include installing small portions of new water main, fire hydrants, and valves to extend existing districts to additional properties which could then be served with water. The cost of the necessary infrastructure would be passed along to the extension users through a connection fee, and the new users would also be responsible for the cost of preparing the MPR and legal costs which are needed to add them to the district as an extension. This extension option is a much larger financial burden for the new users because the cost of the new infrastructure can be significant and there are very few EDUs to spread this cost across. Once the new extension is incorporated into an existing water district, and the one time fees for the connection and MPR are paid, the user would assume the regular debt service and O&M costs associated with the district that they joined as an extension.

After reviewing the bounds of the existing water districts/water service area and comparing this to the list of residents who have expressed interest in connecting to public water, there are a few locations that limited infrastructure extensions are possible but may be cost prohibitive.

3.1 Towne Road Extension

Four (4) residents on Towne Road have expressed interest in connecting to public water through an extension to Water Service Area No. 5. In order to connect the interested users, the existing main would need to be connected to with a tapping sleeve and valve, and approximately 4500 linear feet of water main would need to be constructed, along with 7 fire hydrants, and 3 gate valves. There are four (4) additional users that could connect bringing the total to eight (8). The estimated cost of constructing the necessary infrastructure is \$675,000. Each user would be responsible for approximately \$85,000 of upfront cost to connect.

3.2 Dry Bridge Extension

An extension is also possible on Dry Bridge Road. There are three (3) potential users (35 Dry Bridge, 45 Dry Bridge, 46 Dry Bridge) who could be connected by installing approximately 300

linear feet of main, a hydrant, and a gate valve. None of these potential users have expressed interest in connecting to the water, so they would need to be contacted. The estimated cost for the necessary infrastructure is \$45,000, so each user would need to pay a onetime connection fee of approximately \$15,000.

3.3 County Route 48 Extension

Six (6) residents have expressed interest in connecting on County Route 48. The water main could be extended from the end of Water Service Area No. 5 to the Town line, and this would allow up to 10 new users to connect to water. This would require 1150 linear feet of water main, 2 fire hydrants, and 1 gate valve. The estimated cost of constructing this infrastructure is \$172,500 resulting in a onetime connection fee of \$17,500.

Attachment B shows the location of the three areas mentioned above.

4.0 Water Service Area No. 6

There are approximately 300 developed properties in the Town of Richland which do not have access to public water. Approximately 85,000 linear feet of additional water main is needed in order to make public water available throughout the entire Town of Richland. A preliminary cost estimate to serve all of these properties, and make public water available for the entire Town of Richland is \$13,000,000.

There are multiple funding opportunities that the Town of Richland could pursue to reduce the user cost impact of serving the rest of the Town with municipal water. Grants could be pursued through the New York State Environmental Facilities Corporation (NYS EFC) Water Infrastructure Improvements Act (WIIA) program as well as United State Department of Agriculture Rural Development (USDA RD). Long term financing is also available through both NYS EFC and USDA RD.

Table 4-1 below presents theoretical funding scenarios that a Water Service Area No. 6 (WSA6) project encompassing all unserved parcels in the Town of Richland may qualify for and the estimated annual debt service per EDU. This is a preliminary estimate which is subject to change due to a variety of factors. A Preliminary Engineering Report (PER) should be prepared to determine the scope of a WSA6 project, the total EDUs, the estimated cost, and the fundability of a potential project.

Table 4-1
Estimated Annual Debt Service per EDU

| | Scenario 1 | Scenario 2 | Scenario 3 | Scenario 4 |
|---|-------------------|-------------------|-------------------|-------------------|
| Total Project Cost | \$13,000,000 | \$13,000,000 | \$13,000,000 | \$13,000,000 |
| WIIA Grant | \$5,000,000 | \$5,000,000 | \$5,000,000 | \$5,000,000 |
| 38-Year USDA RD Intermediate Rate Loan (2.625% interest rate) | \$8,000,000 | \$0 | \$0 | \$0 |
| 38-Year USDA RD Poverty Rate Loan (2.0% interest rate) | \$0 | \$8,000,000 | \$0 | \$0 |
| 30-Year NYS EFC Subsidized Rate Loan (1.5% interest rate) | \$0 | \$0 | \$8,000,000 | \$0 |
| 30-Year NYS EFC Hardship Loan (0% interest rate) | \$0 | \$0 | \$0 | \$8,000,000 |
| Annualized Loan | \$0 | \$0 | \$0 | \$ |
| Estimated Number of EDUs | 300 | 300 | 300 | 300 |
| Annual Debt Service per EDU | \$1,110 | \$1,002 | \$1,105 | \$889 |

Attachment C shows the existing water districts/service area, as well as the location for a potential Water Service Area 6.

4.1 Joint Project Opportunities

There is a history of interest from the Town of Albion of creating a water district within the Town. This culminated in a PER which was prepared by B&L in September 2017. The most favorable water supply source in the PER was identified as the Town of Richland’s Schoeller Well Site. A potential Town of Albion project was never pursued past the PER stage, recent conversations between Richland and Albion representatives indicate there may be an opportunity to revisit the potential of the Town of Richland providing the Town of Albion with water.

As previously mentioned, there are existing mains which users in the Town of Albion could connect to. There is also potential to explore a joint project with the Town of Albion of various scopes. A project could be pursued to only connect users with access to mains within the Town of Richland, to install short sections of new main in the Town of Albion that branch off of Richland infrastructure, or a large scale joint project aimed to serve as many Albion uses as practical. A joint project may provide additional funding opportunities to reduce the user cost to serve the remaining areas within the Town of Richland.

5.0 Steps to Proceed

The steps to proceed depend on which type of project outlined above is pursued.

If no infrastructure extensions are offered to the qualifying parcels, the steps to proceed are as follows:

- Canvas potential connections to gauge interest in connecting to municipal water.
- B&L prepares an MPR to add all interested parcels into the corresponding water district as an extension.
- Determine the scope of construction work and decide if Town or a contractor will make the connections.
- If necessary, B&L prepares bid documents for a public bid of connection work.
- If necessary, award construction contract to low bidder.
- Install connections.

If there is interest from the Town of Albion users to connect to the existing Town of Richland infrastructure the steps to proceed are as follows:

- Canvas potential connections to gauge interest in connecting to municipal water (Town of Albion).
- Determine the terms of an IMA for the Town of Richland to provide water to Town of Albion Water District (Coordinated between Town of Richland and Town of Albion).
- B&L prepares an MPR to add all interested parcels into a water district.
- Determine the scope of construction work and put connection contract out to bid (B&L and Town of Albion)
- Award construction contract to low bidder.
- Install connections.

If limited infrastructure extensions are offered, the steps to proceed are as follows:

- Canvas potential connections to gauge interest in connecting to municipal water (Town of Richland).
- B&L prepares an MPR to add all interested parcels into the corresponding water district as an extension.
- B&L and the Town of Richland determine the scope of construction work and B&L prepares contract documents for public bid.
- Award construction contract to low bidder.
- Contractor completes construction of new mains, hydrants, and water service connections.

To proceed with Water Service Area No. 6, the steps to proceed are as follows:

- B&L prepares a PER to determine the scope of the new water district, provide a preliminary design, cost estimates, and funding scenarios.
- Town of Richland reviews PER, provides feedback, and accepts the recommendations of the report.

- B&L prepares an MPR to form WSA6.
- B&L prepares funding applications from all available sources to reduce user cost impact.
- B&L designs WSA6 and obtains all necessary permits and agency approvals.
- B&L prepares contract documents and the construction contract is put out for public bids.
- Town of Richland awards contract to low bidder.
- Contractor constructs WSA6.

If there is mutual interest in a joint water project between the Town of Richland and the Town of Albion, the steps to proceed are as follows:

- Joint meeting is held to determine the scope of the joint water project (Town of Richland, Town of Albion, and B&L) and appoint the lead municipality for the project.
- B&L prepares a PER to evaluate project alternatives, provide a preliminary design, cost estimates, and funding scenarios.
- Town of Richland and Town of Albion independently review PER, provide feedback, and accept the recommendations of the report.
- B&L prepares two MPRs; one to form Town of Richland WSA6 and one to form a new water district/water service area for the Town of Albion.
- B&L prepares funding applications from all available sources to reduce user cost impact.
- B&L designs joint water project and obtains all necessary permits and agency approvals.
- B&L prepares contract documents and the construction contract is put out for public bids.
- Lead municipality awards contract to low bidder.
- Contractor constructs joint water project.

Attachments:

Attachment A – No Infrastructure Extensions

Attachment B – Limited Infrastructure Extension

Attachment C – Potential Water Service Area No. 6