**BOARD OF PUBLIC WORKS ADVISORY MEETING**

**January 14, 2025**

MEMBERS Attending: Chairman - Todd Swanson, Troy Winkleman, Steve Rudnicki,

Jim Simpson, and Dennis Lutes

OTHERS: Andrew Thompson

MINUTES:  **A motion to approve the minutes to the 12 November meeting was made by Steve Rudnicki and seconded by Dennis Lutes. The motion was passed unanimously.**

OLD BUSINESS:

Andrew provided an update of on-going, and past projects, as well as the activities of the Village DPW departments. Regarding the future work at the WPCF, Andrew advised the Village is waiting on notice of grant funding to proceed with this work. Andrew noted their WQIP application was turned down, but they are still waiting to hear on the EDA grant application.

Andrew updated information on Electric Dept. projects. Andrew indicated the scope and specifications for the new transformers were done and he intends to put them out for bid soon. Regarding the new circuit, Andrew noted that they have been ordered and there is a 72-week lead time for delivery.

Regarding the study for a second primary feeder to the Village, Andrew advised the grant application for the NYSERDA grant was not awarded in first round (14 of 18 applicants were awarded). He did expect to hear in January for an award of the last 4, including Westfield. Andrew also continues to wait for notice on EFC grant application for projects on the Water System Master Plan, prepared by MRB.

Andrew updated the progress on the manhole replacement project at Growers. He indicated that Kingsview has completed most of the work, however the early winter storm has impacted cleanup and restoration work. Completion will be finished in the spring.

The CGR report and recommendations is still a topic Andrew wants to address. We will discuss key recommendations next month.

Regarding the fiber-optic owner/operator issue and the NYS Connect All Grant, Andrew advised Westfield did not receive the grant.

Regarding the electric rate increase, the new rates went into effect the beginning of January, about a 36% increase.

Regarding the Drinking Water Source Protection Plan, the Board discussed future actions. The dredging of the reservoir to return to maximum storage capacity and the use of check dams on the feeder stream were identified. Also, pursuing a buffer zone easement on the property west of the reservoir should be completed as soon as possible.

Regarding the Welch building special use permit, Andrew noted the Village has informed the developer, by letter, the cost of addressing the increased electric load. The developer’s initial response is and acknowledgement of the cost. They will investigate potential for further grant funding for this expense.

Dennis Lutes noted that the Village has signed for the pool grant funding. There was a meeting with the Governor’s representative. The project will be started with selection of a designer, design this year and repairs/construction in 2026.

Andrew discussed the DEED program which would allow monitoring the power usage to include voltage, current, etc. A meeting with Amer. Power Association was scheduled for Wednesday. He also advised that the Village received a grant of $50K toward an EV pickup which he is pursuing.

REVIEW OF DEPARTMENT HEADS:

Public Works – Holt St. water service connections and snow removal.

Electric Dept. – New service poles set out West Main St. across form Johnson Estate Winery. Inspection of pole structures on primary feed lines. Two structures need to be replaced.

Water Dept. – Operations

Sewer Dept. – Operations, advised that DEC wants to test sludge.

NEW BUSINESS/OPEN DISCUSSION: Andrew noted he would be issuing and RFP for electrical engineering services to address a retirement by John Tucker in early 2025.

**Steve Rudnicki made the motion to adjourn, seconded by Troy Winkleman and unanimously passed.**

The next Advisory Board meeting was scheduled for 11 February 2025, at 6:30.