

AGENDA
REGULAR BOARD MEETING - TOWN OF BOSTON
July 17, 2024 – 7:30 P.M.

ITEM NO. I PRELIMINARY MATTERS

1. Call Meeting to Order
2. Roll Call
3. Pledge of Allegiance and Opening Prayer
4. Other Preliminary Matters

ITEM NO. II REGULAR BUSINESS

1. Correction and Adoption of the Minutes from June 25, 2024
2. Consideration of all Fund Bills

ITEM NO. III CORRESPONDENCE

1. Town Clerk's Report for June 2024
2. Dog Control Officer Report for June 2024
3. Erie County Sewer District No. 3 Meeting Minutes from June 12, 2024
4. William E. Geary, Jr.–Erie County Department of Public Works, Certificate and Notice of Restriction
5. Email from Arts Services Inc.- 2024 Summer Concert Series Fund Grant
6. Erie County Dept. of Environment & Planning, Update to Association of Erie County Governments June 27, 2024
7. Press Release from Assemblymember Jonathan Rivera regarding ErieNet
8. Press Release - NYSEG and RG&E Outreach Programs for Customers Facing Payment Challenges
9. NYS Agriculture and Markets – Municipal Inspection Report, June 26, 2024
10. Fireworks Donations Received – Updated List
11. NYSERDA Application – EV Charging Station for the Town of Boston
12. Proposed 2025 Budget Calendar

ITEM NO. IV NEW BUSINESS

1. Requests from the Floor (3-minute time limit per person)
2. Public Hearing on Fill Permit Application for Albert Altherr, 6568 Hillcrest Avenue
3. Public Hearing on Fill Permit Application for Kevin Monaco, 7040 South Abbott Road
4. Resolution 2024-46 Standard Work Day and Reporting
5. Resolution 2024-47 Authorizing Disposal of Surplus Equipment
6. Resolution 2024-48 Boys & Girls Club Driveway Paving
7. Request from Zoning Board for appointment of Pamela Zylinski, Alternate Zoning Board Member – Term through 12/31/2026
8. Approve Leave of Absence – Donna Lenau
9. Approve Leave of Absence – Tina Weisdel
10. Appoint Temporary Hire in Nutrition – Karen Rubeck
11. Appoint Part-time Clerk to Highway
12. Application for Use of Facility – Conservation Advisory Council – L.E.A.F
13. Application for Use of Facility – Hamburg Swim Club

ITEM NO. V OLD BUSINESS

1. Resolution 2024-49 Authorization to Enter into Professional Services Agreement(s) for Water Improvement Projects

ITEM NO. VI REPORTS AND PRESENTATIONS

1. Highway Superintendent
2. Councilmembers
3. Town Clerk
4. Supervisor

ITEM NO. VII ADJOURNMENT OF MEETING

1. Adjournment of Meeting

SPECIAL BOARD MEETING
JUNE 25, 2024

DRAFT

TOWN HALL
5:00 P.M.

Present: Supervisor Jason Keding, Councilman Michael Cartechine, Councilwoman Kelly Martin, and Councilwoman Kathleen Selby.

Also Present: Highway Superintendent Telaak and Deputy Town Clerk Derk.

A motion was made by Supervisor Keding and was seconded by Councilwoman Martin to enter into executive session to discuss personnel matters and regarding Town attorney.

Supervisor Keding	Yes	Councilman Cartechine	Yes
Councilwoman Martin	Yes	Councilwoman Selby	Yes

four (4) Yes Carried

A motion was made by Supervisor Keding and was seconded by Councilwoman Martin to come out of executive session at 5:28 pm.

Supervisor Keding	Yes	Councilman Cartechine	Yes
Councilwoman Martin	Yes	Councilwoman Selby	Yes

four (4) Yes Carried

Supervisor Keding stated there are no Preliminary matters.

Regular business:

A motion was made by Councilwoman Martin and was seconded by Councilwoman Selby to adopt the minutes of the June 5, 2024 regular meeting.

Supervisor Keding	Yes	Councilman Cartechine	Abstain
Councilwoman Martin	Yes	Councilwoman Selby	Yes

three (3) Yes one (1) Abstain Carried

A motion was made by Councilman Cartechine and was seconded by Councilwoman Selby upon review by the Town Board, that fund bills in the amount of \$150,797.72 be paid.

Supervisor Keding	Yes	Councilman Cartechine	Yes
Councilwoman Martin	Yes	Councilwoman Selby	Yes

four (4) Yes Carried

Supervisor Keding stated the following has been received and filed under correspondence:

Town Clerk's Report for May 2024

Dog Control Officer Report for May 2024

Letter of resignation from Michael Flattery, ZBA member

Letter of resignation from Maryann Cumming Robel, part-time Highway Clerk

Erie County Water Quality Committee Meeting Minutes, May 22, 2024

SPECIAL BOARD MEETING
JUNE 25, 2024

TOWN HALL
5:00 P.M.

DRAFT

Disaster Preparedness Advisory Board & Erie County Emergency Manager Association Meeting Minutes, May 28, 2024

Erie County Medical Reserve Corps (ECMRC) Emergency Animal Sheltering Training June 22, 2024 and 2024 ECMRC Training Calendar

Erie County Dept of Environment & Planning Memo re: ECSD No. 3 - Eighteenmile Creek Sewer Line Stabilization Mitigation Project

Application for Use of Meeting Facility - Town of Boston, June 20 and July 9

Income Statements - April 2024 and May 2024

Cash Balances Through May 2024

Fireworks Donations Received

New business:

Supervisor Keding stated the floor is open for public comment.

The following person was heard:

Jay Jackson

Supervisor Keding stated the floor is closed.

A motion was made by Supervisor Keding and was seconded by Councilwoman Selby to schedule the public hearing for fill permit application from Albert Altherr for 6568 Hillcrest Avenue, July 17, 2024, at 7:35 pm.

Supervisor Keding	Yes	Councilman Cartechine	Yes
Councilwoman Martin	Yes	Councilwoman Selby	Yes

four (4) Yes Carried

A motion was made by Supervisor Keding and was seconded by Councilwoman Martin to schedule the public hearing for fill permit application from Kevin Monaco for 7040 South Abbott Road, July 17, 2024, at 7:35 pm.

Supervisor Keding	Yes	Councilman Cartechine	Yes
Councilwoman Martin	Yes	Councilwoman Selby	Yes

four (4) Yes Carried

A motion was made by Councilwoman Martin and was seconded by Councilman Cartechine to appoint Tony Rosati as a regular member to the Zoning Board of Appeals, term through April 1, 2029.

Supervisor Keding	Yes	Councilman Cartechine	Yes
Councilwoman Martin	Yes	Councilwoman Selby	Yes

four (4) Yes Carried

A motion was made by Councilwoman Selby and was seconded by Councilwoman Martin to approve the Use of Facility application from Southtowns Walleye Association, Fishing Derby, July 27, 2024, 7:00 am to Noon, Boston Town Park, Lions Shelter, and bathroom facilities.

Supervisor Keding	Yes	Councilman Cartechine	Yes
Councilwoman Martin	Yes	Councilwoman Selby	Yes

four (4) Yes Carried

A motion was made by Supervisor Keding and was seconded by Councilwoman Martin,

**RESOLUTION 2024-41 APPROVING HIGHWAY GARAGE DOOR REPAIR AND
AMENDING BUDGET TO ACCOUNT FOR INSURANCE RECOVERY**

The town received three quotes for the repairs as follows; and

Vendor	Cost	Notes:
Lehigh Construction Group, Inc.	\$14,240	
Kirst Construction	\$12,000	Verbal quote received – no longer interested
Empire Erectors	\$9,000	Originally quoted \$6,000 – cost increased to \$9,000 to become compliant with engineer recommendations

The Town Board of the Town of Boston approves Empire Erectors to complete the repairs with a cost not to exceed \$9,000 and the Hamburg Overhead Door to supply the equipment and labor to repair the door track, at a cost not to exceed \$625; and

The Town of Boston 2024 Budget hereby is amended effective immediately:

- 1) Increase Appropriations:
Account No. A00-1620-0403 Buildings - Cont. (HWY) \$7,909
- 2) Increase Revenues:
Account No. A00-2680-0000 Insurance Recoveries \$7,909

Supervisor Keding	Yes	Councilman Cartechine	Yes
Councilwoman Martin	Yes	Councilwoman Selby	Yes

four (4) Yes Carried

A motion was made by Supervisor Keding and was seconded by Councilwoman Martin,

RESOLUTION 2024-43

ATTORNEY FOR THE TOWN

The Town Supervisor hereby is authorized, on behalf of the Town of Boston, to enter a contract with Ryan F. McCann, Esq., and Attea and Attea, P.C. by executing the June 25, 2024 proposal, and that Ryan F. McCann shall be the duly- designated attorney for the Town of Boston for the duration of said contract, and shall, in addition to any other contractually specified duties, perform those specific tasks and duties as are required of the Town Attorney pursuant to the Town of Boston Code.

Supervisor Keding	Yes	Councilman Cartechine	Abstain
Councilwoman Martin	Yes	Councilwoman Selby	Yes
three (3) Yes	one (1) Abstain		Carried

A motion was made by Supervisor Keding and was seconded by Councilman Cartechine,

**RESOLUTION 2024-44 APPROVING LABELLA PROPOSAL P2402883
FOR ENGINEERING SERVICES RELATED TO MS4 AUDIT**

WHEREAS, the NYS Department of Environmental Conservation recently issued General Permit for Stormwater Discharges from Municipal Separate Storm Sewer Systems (MS4) Permit GP-0-24-001, which contains many new requirements with which the Town of Boston must comply; and the Town has obtained a proposal from designated Town Engineer LaBella Associates DPC dated May 14, 2024 to provide support for the Town’s MS4 program so that the Town can develop and implement a program that complies with the new MS4 permit requirements; and LaBella’s proposal contemplates three phases of services, with Phase 1 consisting of professional engineering and consulting services to assess the current status of the Town’s MS4 program and updating the Town’s Storm Water Management Program (SWMP), with Phases 2 and 3 to consist of additional services, the estimated fee for which will be determined after the Phase 1 work is complete and which will be authorized by future Board resolution; and LaBella has proposed an estimated fee of \$3,500 for the Phase 1 MS4 consulting services described in its proposal. The Town Board of the Town of Boston hereby authorizes the Town Supervisor to accept the proposal by LaBella Associates DPC to provide professional engineering and consulting services as described in that firm’s May 14, 2024 proposal, provided, however, that the services authorized by this Resolution are limited to the work described as “Phase 1” in LaBella’s proposal and the total fees authorized by this Resolution are \$3,500.

Supervisor Keding	Yes	Councilman Cartechine	Yes
Councilwoman Martin	Yes	Councilwoman Selby	Yes
four (4) Yes			Carried

A motion was made by Supervisor Keding and was seconded by Councilwoman Selby,

RESOLUTION 2024-45

PROCUREMENT OF ELECTRIC VEHICLE CHARGING STATION FOR TOWN HALL USING CLIMATE SMART COMMUNITIES GRANT FUNDS

WHEREAS, the Town of Boston has been designated a Climate Smart Community by NYS, and has been awarded New York State Energy Research and Development Authority (NYSERDA) grant funds to be used for eligible project costs as a result of completing various tasks related to sustainability; and the Town can use its grant funds from the Climate Smart Communities to procure an electric vehicle charger, and to that end the Town has obtained a proposal from Graybar Electric Co., Inc., to furnish and install a Blink Level 2 Electric Vehicle Charger with mounting pedestal, three years of network services, and three years of warranty, for a total cost of \$9,897; and Graybar's proposal is pursuant to OMNIA Partners Contract No. EV2370, and pursuant to General Municipal Law 103(16), the Town can "piggyback" off of that cooperative purchasing contract for the purpose of this procurement.

The Town Board of the Town of Boston hereby authorizes the Town Supervisor to accept Graybar Electric Co. Inc.'s proposal to furnish and install a Blink Level 2 Electric Vehicle Charger with mounting pedestal, three years of network services, and three years of warranty, for a total cost of \$9,897.

Supervisor Keding
Councilwoman Martin

Yes
Yes

Councilman Cartechine
Councilwoman Selby

Yes
Yes

four (4) Yes

Carried

Old business:

A motion was made by Councilwoman Selby and was seconded by Councilman Cartechine.

RESOLUTION 2024-42

024-42 AUTHORIZING THE PROCUREMENT OF
INDEPENDENCE DAY CELEBRATION FIREWORKS DISPLAY

The Town solicited proposals from fireworks display vendors for the display and received one proposal dated June 13th, 2024 from Skylighters of New York LLC with a contract amount of \$17,000; and the town received \$7,761 in donations from businesses and residents within the town who generously donated towards the large increase in cost of this year's display. The Town Board of the Town of Boston hereby authorizes the Town Supervisor to execute an agreement with Skylighters of New York LLC to produce a Fourth of July fireworks display for a total cost not to exceed \$17,000; and the 2024 town budget be amended effective immediately as follows:

- 1) Increase Appropriations:

Account No. A00-7550-0400	Celebrations - Contractual	\$7,761
---------------------------	----------------------------	---------

2) Increase Revenues:

Account No. A00-2705-0000	Gifts and Donations	\$7,761
---------------------------	---------------------	---------

Supervisor Keding	Yes	Councilman Cartechine	Yes
Councilwoman Martin	Yes	Councilwoman Selby	Yes

four (4) Yes Carried

Supervisor Keding stated there are no reports and presentations for the special meeting tonight.

A motion was made by Supervisor Keding and was seconded by Councilwoman Martin to adjourn the meeting at 5:40 p.m.

Supervisor Keding	Yes	Councilman Cartechine	Yes
Councilwoman Martin	Yes	Councilwoman Selby	Yes

four (4) Yes Carried

SANDRA L. QUINLAN, BOSTON TOWN CLERK

TOWN CLERK'S MONTHLY REPORT

TOWN OF BOSTON, NEW YORK

JUNE, 2024

TO THE SUPERVISOR:

PAGE 1

Pursuant to Section 27, Subd 1 of the Town Law, I hereby make the following statement of all fees and moneys received by me in connection with my office during the month stated above, excepting only such fees and moneys the application and payment of which are otherwise provided for by Law:

A1255

<u>10</u>	DECALS	<u>15.76</u>
<u>2</u>	MARRIAGE LICENSES NO. 24006 TO 24007	<u>35.00</u>
<u>3</u>	PHOTOCOPIES	<u>0.75</u>
<u>1</u>	TOWN MAPS	<u>2.00</u>
<u>5</u>	DEATH CERTIFICATES	<u>50.00</u>
<u>4</u>	MARRIAGE CERTIFICATES	<u>40.00</u>
<u>25</u>	FAXES	<u>6.25</u>

TOTAL TOWN CLERK FEES 149.76

A1550

<u>2</u>	DISPOSITION OF DOG	<u>50.00</u>
----------	--------------------	--------------

TOTAL A1550 50.00

A2025

<u>1</u>	USE OF FACILITY FEES	<u>75.00</u>
----------	----------------------	--------------

TOTAL A2025 75.00

A2110

<u>1</u>	VARIANCE	<u>200.00</u>
----------	----------	---------------

TOTAL A2110 200.00

A2544

<u>54</u>	DOG LICENSES	<u>521.00</u>
-----------	--------------	---------------

TOTAL A2544 521.00

A2555

<u>20</u>	BUILDING PERMITS	<u>3,670.00</u>
-----------	------------------	-----------------

TOTAL A2555 3,670.00

A2590

<u>2</u>	SPECIAL PERMIT	<u>300.00</u>
----------	----------------	---------------

TOTAL A2590 300.00

A2770

<u>4</u>	MISCELLANEOUS REVENUE	<u>130.00</u>
----------	-----------------------	---------------

TOTAL A2770 130.00

SR2130

<u>65</u>	WM BAG STICKER	<u>195.00</u>
-----------	----------------	---------------

TOTAL SR2130 195.00

TOWN CLERK'S MONTHLY REPORT

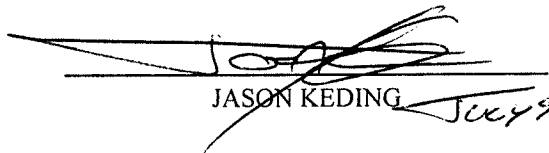
JUNE, 2024

page 2

DISBURSEMENTS

PAID TO SUPERVISOR FOR GENERAL FUND	5,095.76
PAID TO SUPERVISOR FOR REFUSE & GARBAGE	195.00
PAID TO NYSDEC FOR DECALS	269.24
PAID TO NYS ANIMAL POPULATION CONTROL PROGRAM	71.00
PAID TO NYS HEALTH DEPT FOR MARRIAGE LICENSES	45.00
TOTAL DISBURSEMENTS	5,676.00

JULY 1, 2024

 , SUPERVISOR
JASON KEDING *July 1st 2024*

STATE OF NEW YORK, COUNTY OF ERIE, TOWN OF BOSTON

I, SANDRA QUINLAN , being duly sworn, says that I am the Clerk of the TOWN OF BOSTON that the foregoing is a full and true statement of all Fees and moneys received by me during the month above stated, excepting only such Fees the application and payment of which are otherwise provided for by law.

Subscribed and sworn to before me this


Town Clerk

8th day of *July* 20*24*

Notary Public

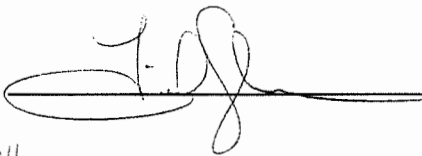
KAREN M. MILLER
Notary Public, State of New York
Reg. No. 01MI6385215
Qualified in Erie County
Commission Expires 12-31-20*26*

TOWN OF BOSTON DOG CONTROL OFFICER REPORT

Month of : June 2024

<u>Dates of Month</u>	1st Week 1st - 7th	2nd Week 8th - 14th	3rd Week 15th - 21st	4th Week 22nd - 31st	TOTALS
Phone Calls Received	6	5	1	4	16
Phone Calls Returned	6	5	1	4	16
# of alive dogs picked up	1	0	0	0	1
# of dead dogs picked up	0	0	0	0	0
# of dogs released to owner	1	0	0	1	2
# of dogs euthenized	0	0	0	0	0
# of dogs adopted	0	0	0	0	0
# of dogs impounded	1	0	0	0	1

Signature of Dog Controll Officer:



Date Submitted:

7/8/24

ERIE COUNTY SEWER DISTRICT NO. 3 (ECSD No. 3)
BOARD OF MANAGERS MEETING MINUTES
WEDNESDAY, JUNE 12, 2024
SOUTHTOWNS AWTF CONFERENCE ROOM

MEMBERS PRESENT: Jason Cozza (8:04 a.m.), Michael Kasprzyk, Jason Keding, David Kaczor, Kenneth Kostowniak, David Millar, David Rood, Vincent Vacco (8:03 a.m.), Emery Wittmeyer

MEMBERS ABSENT: None

OTHERS PRESENT: Steve Canestrari, Joseph Fiegl, David Hojnacki, Carl Horne, Kevin Kaminski

ITEM NO. 1 – CALL MEETING TO ORDER

Chairman Kaczor called the meeting to order at 8:01 a.m.

ITEM NO. 2 – APPROVAL OF APRIL 17, 2024 MEETINGS MINUTES

On a motion by Mr. Keding, seconded by Mr. Rood, the Board voted to approve the minutes from the April 17, 2024 meeting. The motion carried, 7 – 0.

ITEM NO. 3 – ITEMS FROM THE PUBLIC

None.

ITEM NO. 4 – OLD BUSINESS

a. Southtowns AWTF Expansion Project

Mr. Fiegl discussed the recent progress of the Southtowns Advanced Wastewater Treatment Facility (AWTF) Phase 1 and Phase 2 Expansion Project (Expansion Project). Construction of Phase 1 improvements with Kandey Company, Inc. continues. There have been some minor issues to address, but progress has been steady and the project is presently on schedule. Mr. Fiegl informed the Board that on June 7, 2024 the Army Corps of Engineers provided their approval for a permit to commence the outfall work scheduled to occur in Lake Erie this summer.

Last month, the Erie County Division of Sewerage Management (DSM) provided the project engineering consultant, Arcadis, with comments on the Phase 2 90% design documents and Arcadis is working through those comments. Mr. Fiegl added that under Phase 2 services, there have been several additional engineering scope items required including analyses to address increased costs, extra electrical upgrades, addressing the former onsite landfill, and more. This was in part expected as next steps coming out of the “Additional Needs Assessment”. Some of this work will be managed through the engineering term contract. An

amendment to the Arcadis's engineering services agreement will be necessary. Initial thoughts are to re-scope under the current budget with the understanding that an increase in authorization under the agreement will be necessary when Phase 2 construction commences.

Mr. Fiegl reported there have been no updates from the New York State Department of Environmental Conservation (NYSDEC) regarding a new State Pollutant Discharge Elimination System (SPDES) permit. Phase 2 construction cannot commence until a new SPDES permit is issued. The Southtowns AWTF is presently listed as #2 in the NYSDEC's environmental benefit permit strategy rankings. It is anticipated a draft permit will be provided soon.

The DSM and Arcadis completed a short-term financing application with the New York State Environmental Facilities Corporation (NYSEFC). At this time, we are still awaiting final documents regarding the New York State Water Infrastructure Improvement Act (WIIA) grant already awarded for construction of Phase 1 improvements. The Consolidated Funding Application (CFA) process through New York State is presently open and the DSM and Arcadis are also planning for upcoming grant opportunities.

Finally, Mr. Fiegl informed the Board that the DSM is hosting a tour of the Southtowns AWTF for Legislators Gilmore and Mills, along with Legislative staff, tomorrow, June 13, 2024. The next steps with the Legislature will be filing the Sewer Agency Report approved by the ECSD No. 3 Board during the April 17, 2024 meeting and calling for a public hearing. This is an informational item; no action is required by the Board.

b. Steuben Foods

Mr. Fiegl informed the Board that the DSM met with Steuben Foods (Steuben) at their facility on April 23, 2024. Discussions focused on two main items. The first was the long-term planning item related to the 40-year-old force main, Steuben's expansion plans, and needed infrastructure investments. Mr. Fiegl stated his intent was to provide Steuben a realistic appraisal of the prolonged time frame associated with upgrading the Elma Force Main including, at a minimum, procuring engineering services, design, permits, easement acquisitions, and regulatory approvals. The second item concerned Steuben's operational issues, mainly focused on odor control. Two odor complaints were received from residents along the Milestrip Road corridor last month; Steuben was responsive to the odor complaints and adjusted their chemical feed to address the issue. Steuben and the DSM have also coordinated the implementation of various carbon filter media options for manhole inserts along that roadway. This is an informational item; no action is required by the Board.

ITEM NO. 5 – NEW BUSINESS

a. Presentation and Approval of the 2025 Budget

i. Proposed 2025 Budget (Handout)

Mr. Fiegl presented the proposed ECSD No. 3 Budget to the Board.

ECSD No. 3 is part of the combined ECSD Nos. 3 and 8 budget. The ECSD Nos. 3 and 8 budget is developed based upon a Memorandum of Understanding (MOU) updated in April 2018. The MOU essentially outlines which costs or expenses are shared items and which items are exclusive to individual districts and their respective budgets. In summary:

- Costs such as supplies, equipment, "District-wide" expenses, etc. are shared based upon the ratio of units in each sewer district and the total units in the ECSD Nos. 3 and 8 service area.
- Debt service, revenues, fund balance, and capital reserve allocations are exclusive to each sewer district.

For this year, ECSD Nos. 3 and 8 share in the following percentages of Division-wide expenses:

- 61.9% of Centralized Laboratory Expenses based on the volume of laboratory work.
- 39.8% of Centralized Vehicle Expenses based on the ratio of the number of vehicles serviced for ECSD Nos. 3 and 8 to the total number serviced Division-wide.
- 39.6% of Centralized Division of Sewerage Management expenses based on the ratio of units served by ECSD Nos. 3 and 8 to the total units served by all Districts.

Within the ECSD Nos. 3 and 8 budget, ECSD No. 3 is responsible for approximately 91% of the costs, except for Professional Services, debt service, capital reserves, and personnel.

Reviewing the overall summary for ECSD No. 3, total appropriations are projected to increase over \$2.2 million when compared to 2024. The major increased expenses are associated with planning for the capital costs for the Southtowns AWTF expansion project. Anticipated revenues are projected to increase, mainly due to an increase in interest earned and fund balance utilization. Considering the proposed appropriations and anticipated revenues, the 2025 budget is such that charges for the typical ECSD No. 3 ratepayer (single family home) are projected to increase by approximately \$32 on average.

The Board specifically inquired about labor and vacancies to which Mr. Fiegl replied that while starting compensation is a little lower relative to comparable positions in the area, the DSM has been able to remain competitive with various positions. However, there are presently challenges staffing maintenance workers, sewer facilities mechanics, and sewer maintenance workers due to requirements involving commercial driver licenses.

Personnel costs are increasing this year, primarily due to contractual raises. Fringe benefits for employees are being conservatively calculated at 60% based on discussions with the County's Budget Department.

The 2025 equipment line items represent approximately \$1.1 million of the ECSD Nos. 3 and 8 budget. As is typical, there are shared purchases to be used across all Erie County Sewer Districts. Some of the larger items specific to ECSD Nos. 3 and 8 include four (4) vehicle

replacements, a new loader, various equipment replacements, and the unanticipated replacement item.

Before going into specific details of the budget line codes, Mr. Fiegl explained that the budgets are developed conservatively, with the understanding that monies left over at year end are transferred to fund balance and utilized as revenue to offset future rate impacts. Items listed in the budget as “DSM” are expenses for the Downtown office. Again, Central Region contributes approximately 40% of these Downtown office expenses.

A review of the individual budget codes was provided. Specific items highlighted included the budgeting on fuel, centralized vehicle and laboratory services, various changes in Maintenance and Repair supply codes, adjustments made in the Professional Service Contracts/Fees (including an increase in the I&I Repair line and decreases in Financial Services), a \$500,000 increase in capital reserves in anticipation of future construction costs, utility cost changes, a \$1.2 million debt services increase for the Southtowns AWTF expansion project, and the aforementioned personnel cost increases.

Fund balance usage as an offsetting revenue is budgeted at approximately 62% of the amount available on December 31, 2023. The available district fund balance represents approximately 4.3 months of 2024 budgeted appropriations. As always, this will be monitored in future years and adjustments will be made as warranted.

It is recommended for the 2025 Budget that the flat usage charge be increased to \$300.00 per unit and the standard footage charges remain at \$1.00/foot. At this time, the Board would be voting on the ECSD No. 3 portion of the budget. If any changes impacting ECSD No. 3 are proposed by the ECSD No. 8 Board of Managers during their meeting next week, said changes would be presented and discussed at a future combined budget meeting.

Mr. Fiegl’s final comments related to the 2% Tax Cap, as the sewer district levies are part of the County’s overall tax cap calculation. If any major changes are necessary, the Board of Managers will be informed.

The Board posed various questions throughout the budget presentation. Specific inquiries were made related to properly funding the operational needs of the District. All members expressed support for the planning related to the Southtowns AWTF expansion project.

On a motion by Mr. Cozza, seconded by Mr. Wittmeyer, the Board voted to approve the budget presented. The motion carried, 9 – 0.

ii. Resolution (Handout)

It was resolved that approximately 70% and 30% of the total sanitary sewer tax levy of \$8,370,611 shall be raised from the assessed value and footage charges, respectively, for ECSD No. 3.

On a motion by Mr. Keding, seconded by Mr. Rood, the ECSD No. 3 Board voted to approve the Resolution as presented. The motion carried, 9 – 0.

b. Payments (Handout)

The Board reviewed a copy of the payments on a handout for the month of June 2024. On a motion by Mr. Kostowniak, seconded by Mr. Kasprzyk, the Board voted to approve the June 2024 payments. The motion carried, 9 – 0.

c. Contract Closeout - Southtowns Incinerator Scrubber Replacements & Crane Installation Contract No. 68 (Handout)

The Board considered a resolution for the closeout of Contract 68 with Quackenbush Co., Inc. for construction work involved with the Southtowns Incinerator Tray Scrubber Replacement and Crane Installation Project, in the final amount of \$1,044,649.76 together with Change Order No. 4 (final), an increase of \$10,290.76. This extra funding was necessary to complete modifications to ancillary components to the scrubber that were not anticipated for replacement during design. All work for the project has been satisfactorily completed and the ECDSM recommends closing this contract out.

On a motion by Mr. Wittmeyer, seconded by Mr. Rood, the Board voted to approve closeout of Contract 68. The motion carried, 9 – 0.

d. Contract Closeout – Southtowns AWTF Roof Replacement Contract No. 76-A (Handout)

The Board considered a resolution for the closeout of Contract 76-A with Weaver Metal and Roofing for construction work involved with the Southtowns AWTF Roof Replacement in the final amount of \$3,493,167.00 together with Change Order No. 1 (final), a decrease of \$86,2833.00. All work for the project has been satisfactorily completed and the ECDSM recommends closing this contract out.

On a motion by Mr. Kasprzyk, seconded by Mr. Millar, the Board voted to approve closeout of Contract 76-A. The motion carried, 9 – 0.

ITEM NO. 6 – MISCELLANEOUS & INFORMATIONAL ITEMS

a. Operational Report

Mr. Horne presented the following report for operations:

- Southtowns AWTF UNOX Reactors 3&4: Preventative maintenance activities were conducted on UNOX reactor numbers 3 & 4 primarily consisting of the removal of grit that accumulates at the bottom of these facilities over time.
- Southtowns AWTF Ash Drying Facility: Stockpiled ash was removed from the facility and hauled to a regulated landfill. Ash is the final material produced on the solids side of wastewater treatment at the Southtowns AWTF.
- Southtowns AWTF Incinerators: The March stack testing results were received and submitted to the NYSDEC for approval.

- Southtowns AWTF Permit: Annual priority pollutant sampling was conducted as required by permit.

Mr. Hojnacki presented the following report for collections:

- Town of Holland: Grinder preventative maintenance tasks are ongoing and the entire gravity portion of the collection system was flushed.
- CCTV Inspections Village of Hamburg: CCTV inspections were completed in the Forest Glen portion of the Village of Hamburg.
- Spot Repair Town of Hamburg: A sanitary sewer spot repair was completed on Oakridge Drive in the Town of Hamburg.

b. Construction Status Report

Contract No. 68 (Southtowns Incinerator Scrubber Replacements and Jib Crane Installation) – The final walk through was performed for this project on May 15th. Work on this project is complete, with a few punch list items remaining. All equipment has been accepted and close out was requested at this meeting. This project ended with a couple of change orders and went overbudget due to the required replacement of associated components. However, the bids came in below estimate and the project cost less than anticipated with more components replaced. This project was paid for with ARP funds. Also, please note, March stack testing indicated improved scrubber performance with reductions in contaminants emitted into the air.

Contract 71 (Southtowns Incinerators Heat Exchanger Replacement) – This project was awarded to Hohl Industrial Services, Inc. Replacement is a maintenance item that needs to be completed to ensure proper operation and improve efficiency of the incinerators. Ramboll designed this project through a Term Engineering Contract with funding through the capital reserve account. Equipment has been ordered and is expected to be received in early 2025. On-site work will begin when a delivery date is set.

Contract 73 (Southtowns Influent Screening Replacement) – This equipment is original to the facility and needs replacement and improvement. Hohl Industrial Services, under Contract 73-A, is on-site completing installation of the equipment in the first channel. CIR Electrical, under Contract 73-D, completed installation of most electrical conduits and will connect power when needed for installed equipment. The project completion date is set for October 24, 2024.

Contract 74-C (Southtowns Expansion Phase 1) – On-site work began in February 2024 and is progressing well. Foundation work for the electrical substation is being completed and the foundations and support for the effluent submersible pump station and chlorine contact tank are under construction. Other smaller buried structures are being prepared and installed. Electrical and other specialty work is also in progress.

Contract 75 (Southtowns Expansion Phase 2) – This project is currently in design with Arcadis. 90% design documents have been received and drawing comments have been returned. This project is expected to bid in 2025.

Contract 78 (Newtown Abbott Trunkline Sewer Inspection) – Bids were received on Friday, May 24, 2024 by the County Purchasing Department for a contract to inspect and televise 4,200 LF of 21-inch and 30-inch diameter trunkline sewer located in backlots with difficult access between Abbott Road and Lake Street – referred to the Newton Abbott trunkline. It is anticipated that the work will be performed in late summer/early fall. One bid was received and is being reviewed. The apparent low bidder is Red Zone Robotics, Inc

Contract 86 (Multi-District) (Sanitary Sewer Open Cut Repair Term Contract, Kande Company) – Lawn restoration work for Work Order 19 (Bayview Rd) was completed in May 2024. This project is in the process of close out.

Contract 95 (Multi-District) (CIPPL Term Contract, USI/Kenyon Pipeline) – Kenyon Pipeline completed pre-televising and prep work on all sewers in Work Order 5K and began lining on Sandra Place in the Village of Hamburg in late May 2024. Work will continue throughout this spring. This Work Order consists of approximately 3,000 linear feet of 8-inch diameter VTP in the Village of Hamburg on Sandra Place and Charlotte Ave., and approximately 520 linear feet of 8-inch diameter truss pipe on Wright Place in the Town of Hamburg.

Contract 96 (Multi-District) (Sanitary Sewer Open Cut Repair Term Contract, CATCO) – Contracts have been signed for this two-year, multi-district repair contract, and a pre-construction meeting with CATCO is scheduled for early June 2024. Design plans for 104 LF of sanitary sewer replacement on Westview Place in the Village of Orchard Park were approved by NYSDEC and the sewer replacement work is planned to be issued under Contract 96 pending coordination with CATCO and the Village's summer paving schedule.

Upcoming Design/Evaluations

- Boston Valley Trunkline (18-inch diameter sewer pipe exposed in Eighteenmile Creek) – The DSM is in discussions with the Erie County Soil and Water Conservation District regarding the pipe crossing. The DSM met onsite with its emergency on-call sewer repair contractor, CATCO, to evaluate access and bypass pumping options.
- The DSM issued an engineering work order to LaBella Associates for the design of the replacement of approximately 2,000 LF of existing 12-inch diameter sewer along Milestrip Road in the Town of Hamburg. A design kickoff meeting has been scheduled for June 7, 2024, and this project is estimated for potential 2025 construction.
- The DSM issued an engineering work order to DiDonato Associates to prepare a preliminary design and cost estimate to repurpose the former Blasdel Water Resource Recovery Facility WRRF to a central collection system operations facility. If practicable, this will provide an opportunity to use portions of the Southtowns AWTF, presently used to support collections operations, for other necessary needs.

c. NYSDEC Letter – Notice of Proposed Rulemaking (Handout)

Mr. Fiegl reviewed concerns related to the New State Department of Environmental Conservation (NYSDEC) Notice of Proposed Rulemaking and the potential impact on State Pollutant Discharge Elimination System (SPDES) permits. It is recommended the limited

flexibility presently granted to permittees be retained and the related constraints in the proposed rulemaking be eliminated.

d. Letters of Support – Southtowns AWTF Expansion Project (Handout)

Mr. Fiegl thanked the Board for providing letters of support for the Southtowns AWTF Expansion Project. The letters were sent to Congressional Delegations and the DSM is planning to use these letters to support other grant funding opportunities.

Chairman Kaczor inquired about the use of solar powered energy at the Southtowns AWTF to which Mr. Fiegl replied the DSM had a meeting last month with a firm regarding the possibility of installing solar panels on the premises now that the facility's roof has been replaced.

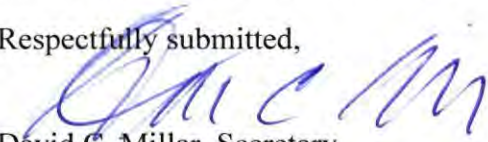
On a motion by Mr. Millar, seconded by Mr. Wittmeyer, the Board voted to receive and file the informational items on the agenda. The motion carried, 9 – 0.

ITEM NO. 7 – ADJOURNMENT & NEXT MEETING

On a motion by Mr. Keding, seconded by Mr. Vacco, the meeting was adjourned at 9:45 a.m. The motion carried, 9 – 0.

Next meeting of the Board is scheduled for 8:00 a.m., Wednesday, October 9, 2024.

Respectfully submitted,


David C. Millar, Secretary
ECSD No. 3 Board of Managers

Motion to Approve the June 12, 2024 Meeting Minutes

Moved by: _____

Seconded by: _____

App./Disapp.: _____

Date: _____

David C. Millar, Secretary
ECSD No. 3 Board of Managers



COUNTY OF ERIE

WILLIAM E. GEARY, JR.

COMMISSIONER

DEPARTMENT OF PUBLIC WORKS

June 21, 2024

CERTIFICATE AND NOTICE OF RESTRICTION

STATE OF NEW YORK:

COUNTY OF ERIE: }SS

This is to certify that the Commissioner – Highways has jurisdiction of the highways of the County of Erie and does hereby restrict traffic patterns for that portion of the highway in the Town of Boston, said County, known as Erie, and described as follows:

Restriction:

The portion of Chestnut Ridge Road (CR-552) from Ward Road to Boston State Road will have a single lane road restriction. This restriction will begin July 8, with an estimated completion date of July 9, or until complete. This restriction will be between the hours of 7am-3pm daily. This restriction is for the purpose of sanitary sewer installation. Lamparelli Construction Co. Inc. will be performing the work.

A restriction is executed under Article V, Section 104A of the Highway Law in order to permit a proper completion of work of improvement thereon.

IN WITNESS WHEREOF: The undersigned has, on this 21st day of June 2024, set his hand in Buffalo, New York.

Very truly yours,

WILLIAM E. GEARY, JR.

COMMISSIONER OF PUBLIC WORKS

WEG/JMS

cc: See Attached List

June 21, 2024
Chestnut Ridge Road Restriction
Page 2

cc: William E Geary Jr., Commissioner of Public Works
Karen Hoak, Deputy Commissioner of Highways
Catherine C. Walsh, Special Assistant to the Commissioner
Garrett Hacker, P.E.
Darlene Svilokos, P.E.
Jonathan DePlanche, P.E.
Gina Wilkolaski, P.E.
Karl Rohde, P.E.
Rick Nendza
Kaitlin Costello
Kara Nicotra
Lisa Chimera, Deputy County Executive
Benjamin Swanekamp, Chief of Staff – Erie County Executive’s Office
Jordan Zyglis, Legislative Liaison
Jonathan McNulty, Legislature Senior Admin Clerk
Daniel Meyer, Deputy Press Secretary for Erie County
Daniel Neaverth, Dept. of Emergency Services
Gregory Butcher, Dept. of Emergency Services
Hon. John J Mills, Legislator, District 11
Jason A Keding, Town of Boston Supervisor – supervisor@townofboston.com
Robert Telaak, Town of Boston Highway Superintendent –hwysuper@townofboston.com
David Lillick, Orchard Park CSD – Dllillick@opschools.org
Michael Cornell, Hamburg Central School District Superintendent-
mcornell@hcsdk12.org
Joseph Haier, Orchard Park Transportation Supervisor- jhaier@opschools.org
Tammy Hummel- Fisher Bus Service Supervisor- Thummel@hcsdk12.org,
service@fisherbus.com
Anthony Scolese, Hamburg Maintenance District Engineer- Hamburg@erie.gov
Operators@NITTEC.org

(Sent via e-mail)

From: Arts Services Inc. (ASI) <administrator@grantinterface.com>

Sent: Friday, June 28, 2024 12:07 PM

To: Town of Boston Supervisor <supervisor@townofboston.com>

Subject: 2024 Creative Impact Fund Grant Decision

Dear Town of Boston:

Congratulations! On behalf of Arts Services Inc.(ASI), its Board of Directors, and the Creative Impact Fund review panel, I am pleased to announce that your 2024 Creative Impact Fund proposal has been selected to receive funding.

Project Name: Town of Boston Arts Council 2024 Summer Concert Series

Amount Awarded: \$7,500.00

Please let me know if you accept this funding. Once you do, I will follow up with your contract and next steps.

These grants are possible due to a New York State Senate initiative designed to provide equitable arts support to all regions across New York State. At ASI, we strongly believe in providing equitable access to financial support for arts and cultural activity in this area and are honored to have the opportunity to distribute this funding to the community.

Thank you for all you do for the WNY community and congratulations once again!

Sincerely,

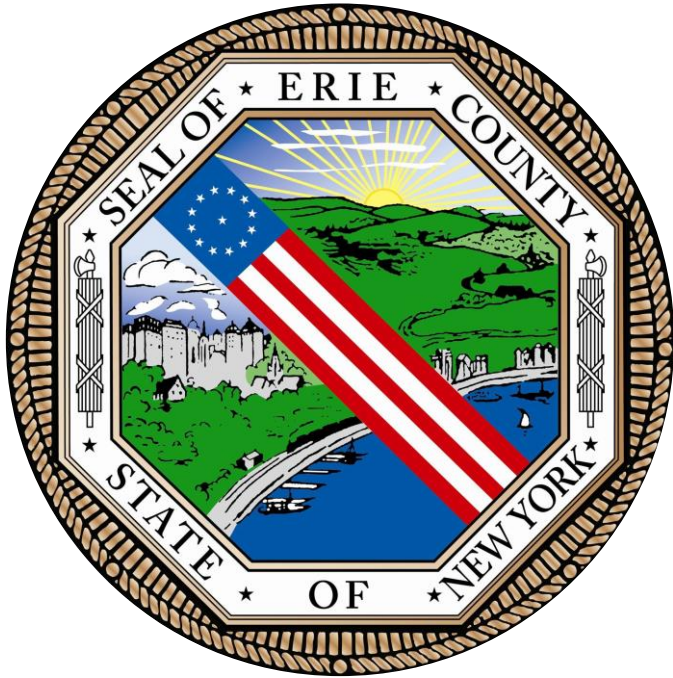
Holly Grant

Grants and Programming Director
Arts Services Inc.

Erie County Dept of Environment & Planning

Update to Association of Erie County Governments

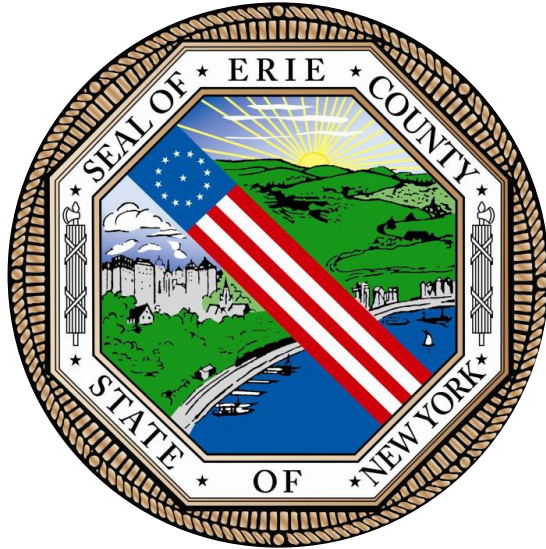
June 27, 2024



- 1) Facility and Operational Needs Assessment of the ECHC and ECCF
- 2) 2024 Municipal Planning Grant Program NOFA
- 3) Ag & Farmland Protection Plan Update
- 4) Extreme Heat Preparedness at municipal level



Erie County Holding Center and Correctional Facility Comprehensive Facility and Operational Needs Assessment



Erie County Fiscal Stability Control
Board

May 28, 2024



Erie County Holding Center and Correctional Facility Comprehensive Facility and Operational Needs Assessment

- The intent of the Study is to review what is needed for Erie County's detention system, and determine at a high level, the ideal facility or facilities and operations/programming to meet Erie County's needs.
- Purpose is to evaluate the feasibility and cost of renovating existing ECHC/ECCF facilities into:
 - Two separate improved facilities; or
 - Consolidate into one combined facility; or
 - Construction of a new combined facility; or
 - Some combination of the above.
- This Study will be the 1st step to establish current and future capacity requirements, and alternatives with cost estimates to meet these requirements at either of the existing facilities or new facility



Erie County Holding Center and Correctional Facility Comprehensive Facility and Operational Needs Assessment

This comprehensive facility and operational needs assessment will:

- Assess the **existing sites, building conditions, and space utilization** through observational site visits & floor plan analysis.
- Evaluate **current operations, services and programs** through staff consultations and a comprehensive data collection and analysis.
- Develop **detention population and bed space capacity projections** for the next 10-15 years.
- Explore the **use of new initiatives and enhanced alternatives to incarceration** to help meet the existing and future needs of Erie County's criminal justice system
- **Explore 'lessons learned'** from other comparable projects, facilities, and initiatives



Erie County Holding Center and Correctional Facility Comprehensive Facility and Operational Needs Assessment

- **The team has already met with over 50 stakeholders & groups associated with the criminal justice system** including the Sheriff's Office, probation, parole, courts, mental health organizations, Racial Equity Roundtable, and various community organizations and service providers.
- **On March 12th, county staff and the consultants led a Visioning Session at the Community Foundation for Greater Buffalo**, which allowed the stakeholders to express their opinions and experiences to help focus the analysis.
- **The consultant team also met and interviewed facility residents to understand what needs they may have, what programs have been successful, what programs haven't and what programs they would like to see.** They were given an opportunity to fully engage with the consultants to offer their suggestions at how to improve their ability to successfully reenter the community.



Erie County Holding Center and Correctional Facility Comprehensive Facility and Operational Needs Assessment

- Partial list of stakeholders the county team and the consultant team have interviewed:

Jail Management Division Superintendent Michael Philips
ECHC Chief of Operations
ECHC Captains/ Lieutenants
ECHC Housing Staff
ECHC Admin & Support Supervisors
ECHC Male/ Female Focus Groups

ECCF Superintendent Bill Whalin
ECCF Chief of Operations
ECCF Superintendent/ Deputy Superintendent
ECCF Captains/Lieutenants
ECCF Housing Staff
Transport Supervisor and Staff
ECCF Male/ Female Focus Groups

ECDMH and Jail Division Correctional Health

Erie County Court
Buffalo City Court
Specialty Courts
Public Defender/Assigned Counsel Office
Probation – Community Sentencing/Pretrial
Erie County Deputy District Attorney

Erie County Deputy Commissioner of
Environment and Planning
Union Representatives

Resident Program Providers
BestSelf Behavioral Health
Peaceprints of WNY
Vocational Training Providers/ Department of
Education

① PROGRAMS & SERVICES ①

Classroom (learning/^{Marketable}skills dev)
↳ inmates & Staff Industries
Group Meetings ↳ Cohort housing
Confidential Meeting Rms
Adaptable Programs & Services (All classes)
↳ in unit & dedicated areas
Social Service Resources ^{available} in Unit
& support spaces
Welcoming Environment (Connect Providers)
Literacy & Service Literacy (what resources are available)
30 Day ALOS
↳ Program tailored to Transferable skills



Erie County Holding Center and Correctional Facility Comprehensive Facility and Operational Needs Assessment

Current status of Study:

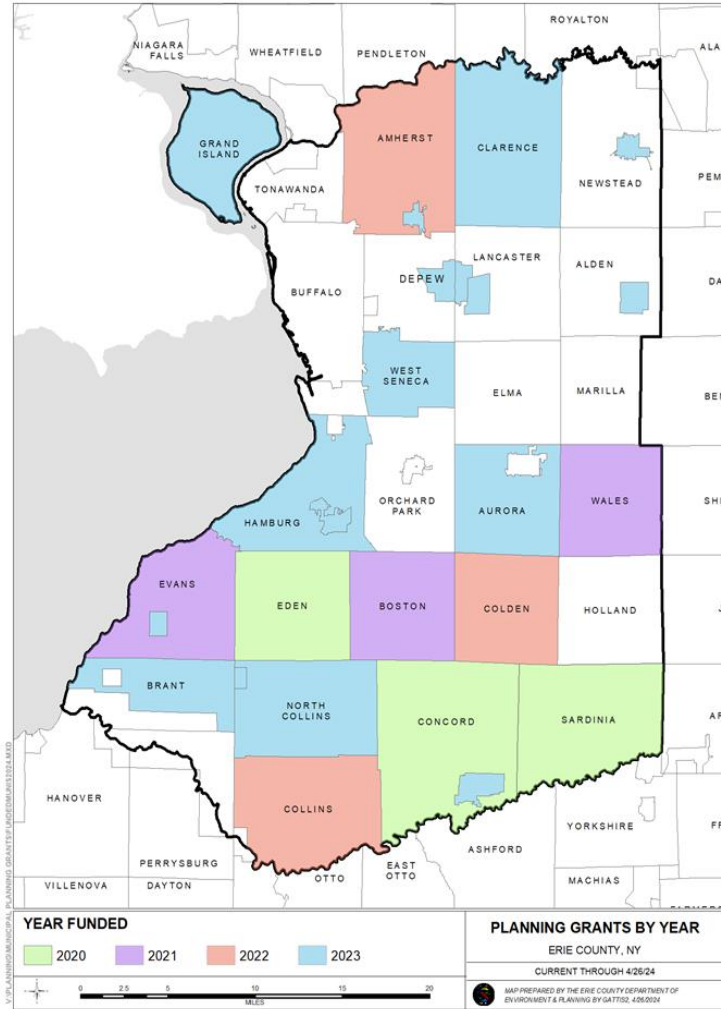
- Continuing to analyze data for detailed investigation of each area of assessment.
- Looking at space use square footages of each facility to assess whether spaces are properly allocated to each function of each facility
- Establishing a bed count based on data, projections and county wants/ needs for an improved/ new facility, and coordinate with NYS Commission on Corrections.
- Identify and consider alternatives to incarceration as one of the mechanisms to help curb recidivism.
- Evaluating evidence-based programs and services, and trauma-informed design best practices for improved safety, efficient staffing and operations, and the provision of positive and dignifying resident and staff environments to help reduce stress and anxiety.
- Conduct additional public engagement and outreach meetings before the Report is released



• Final Report is expected in late 2024



2024 Municipal Planning Grant Program – Notice of Funding Application (NOFA)



- NOFA issues on June 25, 2024
- Due August 9, 2024
- Anticipate awards in September 2024
- \$250K available in 2024

To Date:

- 25 municipalities have participated
- Comp Plan and Zoning Ordinance Updates
- Ag & Farmland Protection Plans
- Parks, Recreation and Open Space Plans
- Corridor Studies/Pedestrian Safety planning

Applications are submitted online at:

<https://www3.erie.gov/environment/municipal-planning-grant-program>.



Ag & Farmland Protection Plan Update



OVERVIEW

Erie County and planning consultant LaBella are updating the existing Agricultural and Farmland Protection Plan. Since the existing Plan's 2012 adoption, the agricultural environment in Erie County has changed, new issues have emerged, and many of the Plan's recommendations have been implemented.

The updated Plan will address the continued emergence of a vibrant urban agricultural economy, the importance of climate-friendly farming techniques, and the increase of large-scale solar development in agricultural areas.

The Erie County Department of Environment and Planning will lead the update process, in close cooperation with the Erie County Agricultural and Farmland Protection Board, which will act as the Steering Committee.

SCHEDULE

The Plan update will conclude in early 2025. Opportunities for public engagement will occur in Fall 2024, when the public can review draft recommendations, and again in Winter 2025, when the final draft Plan will be available for review.

PROJECT WEBSITE

Subscribe for project updates, view draft documents, and project information at erie.gov/agplanupdate.

CONTACT

Sarah Gatti, Principal Planner, at agriculture@erie.gov



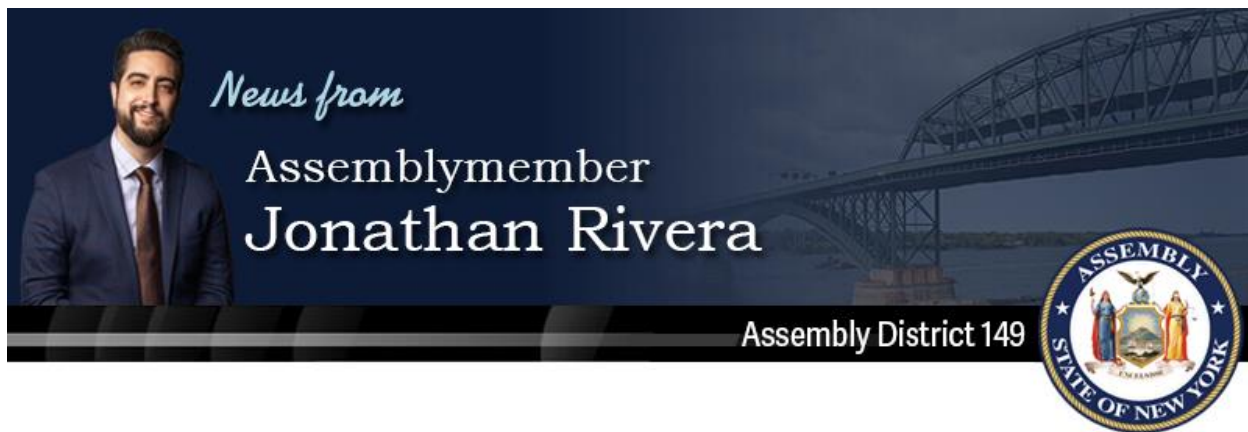
- See the handout at each table
- Please answer the questions on the back, and I'll collect after dinner
- Draft Plan (with public engagement) in fall 2024
- Final Plan (with public engagement) in winter 2025
- Information at erie.gov/agplanupdate



Extreme Heat Preparedness at local/municipal level

- Significant increase in extreme temperature events expected
- Erie County prepared Climate Vulnerability Assessment, which identified Extreme Heat events as significant public health threat
- County receiving NYS Grant to prepare Extreme Temperature Plan. Will include a survey of municipalities and other stakeholders to identify facilities, needs, and priorities at local/county level
- Trying to prioritize how to spend County funds with greatest impact
- Will work with AECG Safety Committee to solicit municipal input





FOR IMMEDIATE RELEASE:

July 1, 2024

CONTACT: Ethan Powers – 716-400-3559

powerse@nyassembly.gov

**ASSEMBLYMEMBER RIVERA AND SENATOR
RYAN ANNOUNCE PASSAGE OF LEGISLATION
THAT REMOVES BARRIER TO BROADBAND
ACCESS IN ERIE COUNTY**

Bill A9964 would make it easier for Erie County to build out fiber-optic cable, thereby increasing residential broadband access

BUFFALO, NY – Assemblymember Jon D. Rivera announced today that he and Senator Sean Ryan have passed legislation that will speed up the development and deployment of open-access broadband across Erie County.

The bill, A9964, allows fiber optic cable and infrastructure owned by a municipal fiber optic broadband company within Erie County to be exempt from paying property taxes on any infrastructure relating to broadband access.

This is similar to the exemptions provided for utilities and broadcasting and will demonstrate that the state recognizes the essential nature of broadband access.

Reliable, affordable broadband access is essential for New Yorkers to be able to participate in, contribute to, and succeed in modern society. Studies show that broadband access has a positive impact on individuals and communities. However, reliable, affordable broadband is not available to every New Yorker.

[According to the New York State Comptroller, as of 2021, more than one million \(or 13.8% of the state\) households do not have access to broadband.](#) This glaring disparity in access creates what is commonly referred to as a “digital divide.”

The issue is one that has been addressed by Governor Kathy Hochul, who has worked with federal leaders to create New York’s ConnectALL Municipal Infrastructure Program, which aims to support the development of publicly owned and/or controlled last-mile fiber broadband infrastructure. The program is designed to facilitate a variety of municipal broadband models and public-private partnerships, providing high-quality, reliable, and affordable service options across the state.

In Erie County, County Executive Mark Poloncarz first announced a proposal for ErieNet in 2019 — an initiative that would lay roughly 400 miles of fiber optic lines from as far north as Newstead and Grand Island to as far south as Collins and Concord.

ErieNet was established as a not-for-profit, local development corporation (LDC) designed to provide stewardship for the construction and ongoing management of a municipal based open access fiber optic backbone.

County Executive Poloncarz announced in December 2023 that construction to lay fiber optic conduit lines had begun and will ramp up this year, with a large portion of the costs covered by American Rescue Plan dollars and \$2.8 million in county funding.

[A report published](#) in January by the Institute for Local Self-Reliance shows that the number of communities running publicly owned broadband networks has risen over the last three years, and that 47 new publicly owned networks have come online since 2021. And these networks have a proven track record of success across the country.

The city government in Chattanooga, Tennessee began laying down municipal-owned fiber-optic cable in 2009 — [it now boasts some of the fastest, most reliable and affordable internet speeds in the nation.](#) Its fastest broadband connection runs to 10 gigabits per second, fast enough to download a two-hour HD movie in three seconds.

In Buffalo, the digital divide has been exacerbated by several factors, including residential cost of access and a lack of consumer choice in internet service provider (ISP). ¹ In fact, [Buffalo remains one of the last cities which participates in an old franchise agreement system that only allows one cable and internet provider in a municipality.](#)

And, [according to U.S. Census Bureau 2022 one-year American Community Survey data, about 46,700 people in the metro area \(9.2% of the population\) don’t have internet at all.](#)

Left unchecked, the digital divide will only continue to grow. This legislation passed by Assemblymember Rivera and Sen. Ryan makes it easier for Erie County to ramp up fiber optic cable build outs, laying the foundations for residents to get more direct access to broadband internet and increasing consumer choice.

For more information related to ErieNet, visit <https://www.erienet.com/>.

For more information on New York State's ConnectALL Municipal Infrastructure Program, visit <https://broadband.ny.gov/municipal-infrastructure-program>.

Assemblymember Jon D. Rivera said, “Amidst a digital era in which job prospects and income are closely related to technological education and training, no resident should be at an inherent disadvantage due to lack of affordable access to broadband. This bill gives Erie County the tools it needs to lay the groundwork for a more comprehensive, equitable fiber optic cable system.”

Senator Sean Ryan said, “In a society that is increasingly reliant on internet access for work, school, and healthcare, it is clear that fast and reliable internet service is no longer a luxury. Despite this fact, many low-income neighborhoods, rural areas, and communities of color still lack access to affordable high-speed home internet. Passing this legislation will help us finally eliminate broadband inequity by making it easier to deploy publicly owned broadband across Erie County.”

Erie County Executive Mark Poloncarz said, “Broadband infrastructure is critical to everyday life, impacting business, education, healthcare, travel and so many other areas that affect us daily. The idea behind the ErieNet initiative was to bridge that ‘digital divide’ and provide vital internet connectivity across Erie County, reaching areas that have been underserved and connecting them to the online community that others take for granted. Construction of the new ErieNet information highway is underway and I thank Assemblymember Rivera and Senator Ryan for sponsoring this legislation to ensure this community owned system continues to grow, thereby making it easier for municipalities to join this effort.”

Melissa Hartman, Executive Director of the ErieNet Program, said, “ErieNet’s mission as an open access municipal network is to provide fiber optic infrastructure that will attract various Internet service providers to all areas of Erie County, allowing for choice and affordable options to residents and businesses. The absence of such networks has contributed to the digital divide, especially in rural and inner-city locations of Erie County. I am pleased to see that Senator Ryan and Assemblyman Rivera recognize the challenges many residents face when it comes to affordable connectivity. Fiber infrastructure has become a need, not a want and municipal and non-profit fiber builds will help to keep it affordable.”

###

NYSEG and RG&E Tout Outreach Programs for Customers Facing Payment Challenges

Timely payments ensures critical infrastructure investments; impact of non-payments totaling more than \$200 million felt by all NYSEG and RG&E customers

BINGHAMTON, NY — July 11, 2024 — New York State Electric & Gas (NYSEG) and Rochester Gas and Electric (RG&E) today announced continued support for customers struggling with unpaid bills for electricity and/or gas services. The announcement comes as outstanding bills, or arrears, for NYSEG and RG&E customers have reached over \$200 million.

"We understand that financial challenges can lead to customers falling behind on their bills, and we have help to get them back on track," said Christine Alexander, vice president of Customer Service at NYSEG and RG&E. "When past-due bills are taken care of, all customers benefit, as rate payers share the burden of unpaid balances."

Customers are offered a range of assistance programs to meet diverse payment needs, including Project Share, which has provided nearly 63,000 families with grants totaling more than \$17 million since 1982. Customers who qualify for Project Share could receive a \$200 credit towards their bills. Home Energy Assistance Program (HEAP) and Energy Assistance Program (EAP) are federally and utility-funded programs that help customers pay for energy costs, repairs, and weatherization programs, and help eligible customers manage their bills. Customers who qualify could receive a monthly credit on their bill.

All billing support programs can be found online for [NYSEG customers](#) or by calling 888.315.1755 and for [RG&E customers](#) or by calling 877.266.3492.

When arrears totals reach such high levels, it increases costs for all customers, because New York State law requires utilities to continue to supply energy to struggling customers while they work to address service interruption or make payment arrangements. During the pandemic, New York State utilities suspended collections in recognition of the financial challenges faced by so many ratepayers, but in order for NYSEG and RG&E to operate effectively and continue to provide safe and reliable service, customers must pay their bills.

Timely payments support critical upgrades and community programs, which impact all customers. These payments help fund the replacement of aging infrastructure and modernization of a power grid built to withstand severe weather and mitigate outages. Payments help support NYSEG and RG&E's clean energy and energy efficiency projects, and the Companies' commitment to achieving New York State's ambitious climate action goals. Payments also impact NYSEG and RG&E's ability to support

economic development activities and corporate philanthropy, which support many important community programs across New York State.

Customers in arrears are provided multiple notifications ahead of any potential disconnection. Communications include billing notices, reminders, phone calls, termination notices with extended payment periods, follow-up calls, and in-person visits, as mandated by the New York State Public Service Commission. These measures aim to provide ample warning and support before any service interruptions occur. Additionally, NYSEG and RG&E offer deferred payment agreements and other forms of assistance for qualifying customers. Payment plans can be arranged online or by contacting customer service to find a mutually agreeable solution. To speak with a customer service representative, call 800.572.1111 (NYSEG) or 800.743.2110 (RG&E).

#

About NYSEG: New York State Electric & Gas Corporation (NYSEG) is a subsidiary of Avangrid, Inc. Established in 1852, NYSEG operates approximately 35,000 miles of electric distribution lines and 4,500 miles of electric transmission lines across more than 40% of upstate New York. It also operates more than 8,150 miles of natural gas distribution pipelines and 20 miles of gas transmission pipelines. It serves approximately 894,000 electricity customers and 266,000 natural gas customers. For more information, visit www.nyseg.com.

About RG&E: Rochester Gas and Electric Corporation (RG&E) is a subsidiary of Avangrid, Inc. Established in 1848, RG&E operates approximately 8,800 miles of electric distribution lines and 1,100 miles of electric transmission lines. It also operates approximately 10,600 miles of natural gas distribution pipelines and 105 miles of gas transmission pipelines. It serves approximately 378,500 electricity customers and 313,000 natural gas customers in a nine-county region in New York surrounding the City of Rochester. For more information, visit www.rge.com.

About Avangrid: Avangrid, Inc. (NYSE: AGR) aspires to be the leading sustainable energy company in the United States. Headquartered in Orange, CT with approximately \$45 billion in assets and operations in 24 U.S. states, Avangrid has two primary lines of business: networks and renewables. Through its networks business, Avangrid owns and operates eight electric and natural gas utilities, serving more than 3.3 million customers in New York and New England. Through its renewables business, Avangrid owns and operates a portfolio of renewable energy generation facilities across the United States. Avangrid employs approximately 8,000 people and has been recognized by JUST Capital as one of the JUST 100 companies – a ranking of America's best corporate citizens – in 2024 for the fourth consecutive year. In 2024, Avangrid ranked first among utilities and 12 overall. The company supports the U.N.'s Sustainable Development Goals and was named among the World's Most Ethical Companies in 2024 for the sixth consecutive year by the Ethisphere Institute. Avangrid is a member of the group of companies controlled by Iberdrola, S.A. For more information, visit www.avangrid.com.



#1 IN UTILITIES

by CNBC 2024

Media Contact:

Maura Munley

maura.munley@avangrid.com

607-788-3925

JUL 8 2024 PM 3:49



**Agriculture
and Markets**

June 27, 2024

Jason Keding
Town Supervisor - Town of Boston
8500 Boston State Rd
Boston, NY 14025

Enclosed is the **Municipal Shelter Inspection Report** completed on **06/26/2024**. This inspection relates to Agriculture and Markets Laws and Regulations which may be viewed on the website below.

As the report indicates, dog shelter services were rated "Satisfactory". Please make note of any comments listed on the report.

Municipal dog shelters are subject to inspection by this agency on a regular basis.

Please notify this office within 30 days of any changes in municipal shelter services.

If you have any questions regarding this inspection, please call me.

Sarah Mountain
Animal Health Inspector

MUNICIPAL SHELTER INSPECTION REPORT - DL-90Rating: **Satisfactory365**Purpose: **Inspection**DATE/TOA: **6/26/24 10:30 am****EDEN VETERINARY CLINIC, PLLC
8217 N MAIN STREET
EDEN NY 14057**Inspector: **Sarah Mountain**Inspector #: **074**

These are the findings of an inspection of your facility on the date(s) indicated above:

- | | |
|--|----------------|
| 1. Shelter is structurally sound | Not Applicable |
| 2. Housing area and equipment is sanitized regularly | Not Applicable |
| 3. Repairs are done when necessary | Not Applicable |
| 4. Dogs are handled safely | Not Applicable |
| 5. Adequate space is available for all dogs | Not Applicable |
| 6. Light is sufficient for observation | Not Applicable |
| 7. Ventilation is adequate | Not Applicable |
| 8. Drainage is adequate | Not Applicable |
| 9. Temperature extremes are avoided | Not Applicable |
| 10. Clean food and water is available and in ample amount | Not Applicable |
| 11. Veterinary care is provided when necessary | Not Applicable |
| 12. Dogs are euthanized humanely, by authorized personnel | Not Applicable |
| 13. Complete intake and disposition records are maintained for all seized dogs | Not Applicable |
| 14. Dogs transferred for purposes of adoption in compliance with Article 7 | Not Applicable |
| 15. Redemption period is observed before adoption, euthanasia or transfer | Not Applicable |
| 16. Owners of identified dogs are properly notified | Not Applicable |
| 17. Redeemed dogs are licensed before release | Not Applicable |
| 18. Proper impoundment fees paid before dogs are released | Not Applicable |
| 19. Written contract or lease with municipality | Yes |



JASON A. KEDING
Supervisor

MICHAEL A. CARTECHINE
JENNIFER L. LUCACHIK
KELLY L. MARTIN
KATHLEEN SELBY
Town Board

SANDRA L. QUINLAN
Town Clerk -Tax Collector

ROBERT J. TELAAK
Highway Supt.

DEBRA K. BENDER
KYLE CALABRESE
Town Justice

SEAN W. COSTELLO
Town Attorney

LAURIE BAKER
Prosecutor

THELMA HORNBERGER
Assessor

THOMAS C. MURPHY
Code Enforcement Officer

TOWN HALL
(716) 941-6113
Fax (716) 941-6116

TOWN SUPERVISOR
(716) 941-6518

TOWN COURT
(716) 941-6115
Fax (716) 941-5169

HIGHWAY GARAGE
(716) 941-5869
Fax (716) 941-3677

NUTRITION PROGRAM
(716) 941-5773



TOWN OF BOSTON

July 12, 2024

To: Town Board

From: Ellie Pericak, Bookkeeper

Subject: Fireworks Donations Received – Updated

This letter acknowledges the generous donations received from the Town of Boston residents and business owners to be put towards the annual fireworks display:

Date Received	Business / Resident
5/7/2024	Frederick Shear
5/9/2024	Expressway Automotive
5/9/2024	Hamburg Overhead Door
5/9/2024	Valley Fab & Equipment
5/15/2024	Three Girls Café
5/15/2024	Boston Hotel
5/17/2024	Jennifer Warren - State Farm
5/17/2024	The Hodgson Agency
5/17/2024	Rucker Lumber
5/20/2024	Cappellino Chevrolet
5/30/2024	Quality Grinding & Manufacturing
6/4/2024	Brunner's Eatery LLC
6/10/2024	Monaco Enterprises
6/10/2024	George's Foot long Inc
6/10/2024	Richard & Linda Hawkins
6/17/2024	Shane & Sandra Quinlan
6/17/2024	Go Fund Me Organized by Jay Jackson
6/24/2024	Jason & Erin Keding
7/8/2024	Evans Bank
7/8/2024	Anonymous Money Order

\$	7,961	Total Donations Received
----	--------------	---------------------------------

On behalf of the Town of Boston, these funds will be graciously applied towards providing an exciting fireworks display!

8500 Boston State Road Boston, New York 14025-9848

The Town of Boston is an equal opportunity provider and employer.

If you wish to file a Civil Rights program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, found online at http://www.ascr.usda.gov/complaint_filing_cust.html, or at any USDA office, or call 1-866-632-9992 to request the form. You may also write a letter containing all the information requested in the form. Send your completed complaint form or letter to us by mail at U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410 or fax 202-690-7442 or e-mail at program.intake@usda.gov.



Clean Energy
Communities
Program

Application Number -
0000782218

Proposal Title - EV Charging Station for the Town of Boston

Primary Company Contacts

Company Name:	Town of Boston
Tax identification type:	EIN
Employer Identification Number (EIN):	166002185
Is this entity tax exempt?	Yes
DUNS Number:	005546531
Address:	8500 Boston State Rd, Boston, New York, 14025

Name	Email	Title	Phone	Role	Primary
Ellie Pericak	bookkeeper@townofboston.com	Bookkeeper	(716) 941-6113	Proposer	Yes

Proposal Information

Proposal Title	EV Charging Station for the Town of Boston
Proposed Proposal Category	Direct to Voucher (funding under \$30,000)
Proposer Company Information	Town of Boston 8500 Boston State Road Boston, NY 14025 (716) 941-6113
Proposal Description	The Town proposes to address the critical shortage of public EV charging infrastructure by installing a Blink Dual Port IQ 200 Networked Level 2 AC EV Charging Station in the Town Hall parking lot. This initiative meets an immediate need and positions the Town to integrate electric vehicles into its municipal fleet in the future. The project is essential to meet the growing demand for EV charging infrastructure, encouraging the adoption of electric vehicles and supporting environmental sustainability goals. The Make Ready/installation work has already been completed and funded through a prior project, allowing for a swift installation.

Checklist Questions

Do you accept all Terms & Conditions in the Sample Agreement?	Yes
Do you wish to have any information submitted in your proposal package treated as proprietary or confidential trade secret information?	No
Does your proposal contain Minority or Women-Owned Business enterprises as subcontractor?	
Does your proposal contain certified Service-Disabled Veteran-Owned Business Enterprises as Subcontractors?	
Is other public funding pending/awarded on this and/or very similar topic (prior and/or competing proposals)?	
Prior and/or competing proposals submitted?	
Previous NYSERDA Contracts awarded?	
Will this grant be funding a Solar project?	No
Will this grant be funding a LED Street Lights project?	No
Will this grant be funding an EV Charging Station(s) project?	Yes
Will this grant be funding an Electric Vehicle(s) project?	No
Will this grant be funding a Building Upgrade(s) project?	No

Disclosure of Prior Findings of Non-Responsibility

Has any Governmental Entity made a finding of non-responsibility regarding the Individual or Entity seeking to enter the Procurement Contract in the last five years?	No
Has any Governmental Entity or other governmental agency terminated or withheld a Procurement Contract with the above-named Individual or Entity due to the intentional provision of false or incomplete information?	No

Proposal Budget Information

Proposed NYSERDA Funding	\$10,000.00
Proposed Cost Share	\$0.00
Proposed Total Cost	\$10,000.00

CERTIFICATION STATEMENT

By checking this box and clicking Continue:

I certify that the above information, and all information submitted in connection with State Finance Law §139-j and §139-k, is complete, true, and accurate, that I have read and reviewed the Standard Terms and Conditions set forth in the attached Sample Agreement and that I accept all terms unless otherwise noted herein, and that the proposal requirements noted have been completed and are enclosed;

I affirm that I understand and will comply with NYSERDA's procedures under §139-j(3) and §139-j(6)(b) of the State Finance Law;

I affirm that my company has a written sexual harassment prevention policy addressing sexual harassment in the workplace and provides annual sexual harassment training to all employees.

I understand that this proposal may be disqualified if the solicitation requirements are not met; and I am authorized to commit my organization to this proposal.



TOWN OF BOSTON

JASON A. KEDING
Supervisor

MICHAEL A. CARTECHINE
JENNIFER L. LUCACHIK
KELLY L. MARTIN
KATHLEEN SELBY
Town Board

SANDRA L. QUINLAN
Town Clerk - Tax Collector

ROBERT J. TELAAK
Highway Supt.

DEBRA K. BENDER
KYLE CALABRESE
Town Justice

RYAN F. MCCANN
Town Attorney

LAURIE BAKER
Prosecutor

THELMA HORNBERGER
Assessor

THOMAS C. MURPHY
Code Enforcement Officer

July 10, 2024

New York State Energy Research and Development Authority
17 Columbia Circle
Albany, NY 12203

Dear Clean Energy Communities Program:

The Town of Boston is pleased to apply for the \$10,000 Clean Energy Communities 1-Star Designation Grant. We have earmarked this funding to continue in the town's efforts to purchase EV Chargers for the Town. The Town has started the process of upgrading electrical and acquiring Dual Port Charging Stations and is looking at installation of the first pedestal in the next couple months and the potential purchase of a second pedestal if grant funding is awarded.

I am happy to continue our progress to create a healthy and sustainable environment by investing in future-focused clean energy solutions for our community. If you have any questions, or require additional information please contact me at (716) 941-6518 or the Town's Grant Consultant, Bernie Rotella, at (716) 240-3230. Thank you for your support and consideration of this highly worthwhile project.

Sincerely,

Jason Keding

Town of Boston Supervisor

TOWN HALL
(716) 941-6113
Fax (716) 941-6116

TOWN SUPERVISOR
(716) 941-6518
Fax (716) 941-9264

TOWN COURT
(716) 941-6115
Fax (716) 941-5169

HIGHWAY GARAGE
(716) 941-5869
Fax (716) 941-3677

NUTRITION PROGRAM
(716) 941-5773

8500 Boston State Road Boston, New York 14025-9848

The Town of Boston is an equal opportunity provider and employer.

If you wish to file a Civil Rights program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, found online at http://www.ascr.usda.gov/complaint_filing_cust.html, or at any USDA office, or call 1-866-632-9992 to request the form. You may also write a letter containing all of the information requested in the form. Send your completed complaint form or letter to us by mail at U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410 or fax 202-690-7442 or e-mail at program.intake@usda.gov.

School of Architecture and Planning UB Regional Institute

New York State Energy Research and Development Authority
17 Columbia Circle
Albany, NY 12203

July 9, 2024

Dear Clean Energy Communities Program:

The University at Buffalo Regional Institute (UBRI) is pleased to support the Town of Boston's application for their 1-Star Designation, \$10,000 Clean Energy Communities grant. This EV Charging project aligns with regional goals related to improving our transportation network and supports the adoption of clean transportation options in the Region.

This project is also part of Boston's Clean Energy and Climate Smart Communities' pathway to advanced designation status. Their previously awarded Designation grant helped lay the foundation for this project by supporting Make Ready work at the site to improve electric capacity for this project as well as future stations at the Town facility.

Upon completion, this project will provide access to EV Charging in a geography that is severely lacking public charging infrastructure and will allow the Town to also explore electric vehicles for its fleet in the future.

We've been excited to support the development of this project as part of our Technical Assistance for the Clean Energy Communities program, and believe this project is a critical one for the Town of Boston and the Southtowns of Erie County, generally.

Thank you for your consideration of this project application.

All the best,



Jason Kulaszewski
Sustainability Program Manager
University at Buffalo Regional Institute

TOWN OF BOSTON



COPY

TOWN OF BOSTON – RESOLUTION NO. 2024-45

PROCUREMENT OF ELECTRIC VEHICLE CHARGING STATION FOR TOWN HALL USING CLIMATE SMART COMMUNITIES GRANT FUNDS

WHEREAS, the Town of Boston has been designated a Climate Smart Community by NYS, and has been awarded New York State Energy Research and Development Authority (NYSERDA) grant funds to be used for eligible project costs as a result of completing various tasks related to sustainability; and

WHEREAS, the Town can use its grant funds from the Climate Smart Communities to procure an electric vehicle charger, and to that end the Town has obtained a proposal from Graybar Electric Co., Inc., to furnish and install a Blink Level 2 Electric Vehicle Charger with mounting pedestal, three years of network services, and three years of warranty, for a total cost of \$9,897; and

WHEREAS, Graybar's proposal is pursuant to OMNIA Partners Contract No. EV2370, and pursuant to General Municipal Law 103(16), the Town can "piggyback" off of that cooperative purchasing contract for the purpose of this procurement;

NOW THEREFORE BE IT

RESOLVED, that Town Board of the Town of Boston hereby authorizes the Town Supervisor to accept Graybar Electric Co. Inc.'s proposal to furnish and install a Blink Level 2 Electric Vehicle Charger with mounting pedestal, three years of network services, and three years of warranty, for a total cost of \$9,897.

On June 25, 2024, the question of the adoption of the foregoing Resolution was duly put to a vote on roll call, which resulted as follows:

	Yes	No	Abstain	Absent
Councilmember Cartechine	[X]	[]	[]	[]
Councilmember Lucachik	[]	[]	[]	[X]
Councilmember Martin	[X]	[]	[]	[]
Councilmember Selby	[X]	[]	[]	[]
Supervisor Keding	[X]	[]	[]	[]


Sandra L. Quinlan, Town Clerk

Dual Charging.

blink®

Blink Dual Port IQ 200

Networked Level 2 AC EV Charging Stations

Double the charge with a smart unit and an advanced unit in half the space. The fastest charging station now has dual functionality to accommodate high density, multiple unit installation at a fraction of the cost.

FAST LEVEL 2 CHARGING • TWO NETWORKED UNITS

The Blink Dual Port configuration brings together the power and touchscreen customer experience of the Blink IQ 200 advanced charger with the cost efficiencies and ease of use of the IQ 200 smart charger.

- Deployed together as a Dual Port unit, the advanced station controls the screenless smart unit
- Starting a charge is easy with the same intuitive interface for both plugs
- Deployed on a single circuit utilizing local load management, allows for both chargers to be connected to a single 100 amp circuit
- OpenADR 2.0b certified controllable output, supporting utility demand response requests

The Blink Dual Port unit is ideal for workplace, multifamily residential, and retail locations that want to provide multiple charging stations on a single circuit.



Town of Boston, New York

Proposed 2025 Budget Calendar

Date	Event
August 12	Departments will start receiving their budget request forms for 2025
August 19 - Sept 13	Budget Director and Supervisor to meet with Department Heads
September 2-17	Budget Director and Supervisor compile first draft of budget
September 18 Work Session	Budget Director's draft of budget to Town Board for comment
September 30	Tentative Budget filed with the Town Clerk (by Sept. 30 th)
October 2 Board Meeting	Town Clerk to present Tentative Budget to the Town Board & public (by Oct. 5 th) Town Board to schedule Public Hearing for October 16 th Town Board to schedule work session within October 21 st – 30 th
October 9 Community Room	Budget Presentation to the Public – 7:00 pm
October 16 Board Meeting	Public Hearing about the Budget*
October 21 – 30	Board work session (if needed) & budget revisions
November 6 th Board Meeting	Resolution with revisions to the Tentative Budget Looking to adopt the Budget
November 20 th	Budget <u>must</u> be adopted by Town Board no later than this date Tax Cap must be filed with NYS OSC Budget must be filed with Erie County Budget must be filed with USDA (debt reporting requirements)

**BENEFIT BASIS NOTICE OF HEARING TO BE PUBLISHED AT LEAST 10 BUT NOT MORE
THAN 20 DAYS PRIOR TO HEARING**

**AD VALOREM NOTICE OF HEARING TO BE PUBLISHED AT LEAST 10 DAYS PRIOR TO
HEARING**

* TOWN CLERK - Please arrange for proper notice and publication

**PUBLIC HEARING
TOWN OF BOSTON**

PLEASE TAKE NOTICE that the Boston Town Board has scheduled a Public Hearing for 7:35 p.m. on July 17, 2024, at Boston Town Hall, 8500 Boston State Road, Boston, NY, on the application of Albert Altherr for a permit to store approximately 1,000 cubic yards of additional fill at 6568 Hillcrest Ave, Town of Boston. All persons interested in the matter shall be heard for or against at such time and place, or may file written comments or objections with the Town Clerk until 4:00 p.m. on July 17, 2024.

Dated: June 25, 2024
Published: July 4, 2024
BY ORDER OF THE
TOWN BOARD
Sandra L. Quinlan
Town Clerk



JASON A. KEDING
Supervisor

MICHAEL A. CARTECHINE
JENNIFER L. LUCACHIK
KELLY L. MARTIN
KATHLEEN SELBY
Town Board

SANDRA L. QUINLAN
Town Clerk - Tax Collector

ROBERT J. TELAAK
Highway Supt.

DEBRA K. BENDER
KYLE W. CALABRESE
Town Justice

RYAN F. McCANN
Town Attorney

LAURIE A. BAKER
Prosecutor

THELMA HORNBERGER
Assessor

THOMAS C. MURPHY
Code Enforcement Officer

TOWN HALL
(716) 941-6113
Fax (716) 941-6116

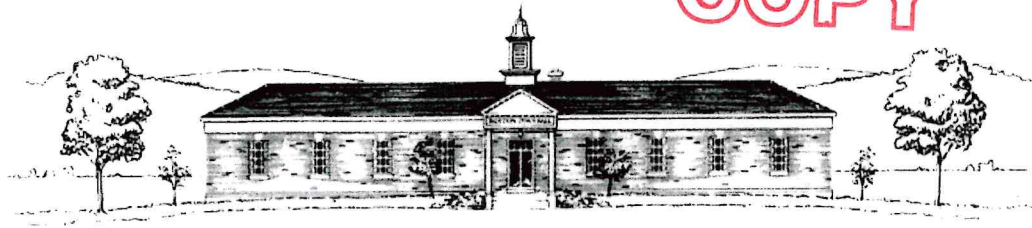
TOWN SUPERVISOR
(716) 941-6518

TOWN COURT
(716) 941-6115
Fax (716) 796-6170

HIGHWAY GARAGE
(716) 941-5869
Fax (716) 941-3677

NUTRITION PROGRAM
(716) 941-5773

COPY



TOWN OF BOSTON

July 1, 2024

Mr. Albert Altherr
6569 Hillcrest Avenue
Orchard Park, NY 14127

Dear Mr. Altherr:

The Boston Town Board has scheduled a Public Hearing for **7:35 p.m. on July 17, 2024** at Boston Town Hall, 8500 Boston State Road, Boston, NY, on the application of Albert Altherr for a permit to store approximately 1,000 cubic yards of fill at 6568 Hillcrest Ave., Town of Boston. All persons interested in the matter shall be heard for or against at such time and place, or may file written comments or objections with the Town Clerk until 4:00 p.m. on July 17, 2024.

The property owners in the vicinity of your 6568 Hillcrest Ave. property will be notified of the Public Hearing.

If you have any questions or concerns, please contact the Town of Boston at 716-941-6113.

Sincerely,

Sandra L. Quinlan
Boston Town Clerk

Enclosures

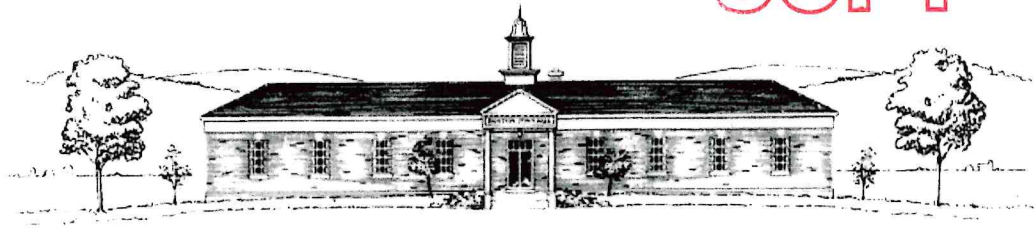
8500 Boston State Road Boston, New York 14025-9848

The Town of Boston is an equal opportunity provider and employer.

If you wish to file a Civil Rights program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, found online at http://www.ascr.usda.gov/complaint_filing_cust.html, or at any USDA office, or call 1-866-632-9992 to request the form. You may also write a letter containing all of the information requested in the form. Send your completed complaint form or letter to us by mail at U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410 or fax 202-696-7412.



COPY



TOWN OF BOSTON

July 1, 2024

JASON A. KEDING
Supervisor

MICHAEL A. CARTECHINE
JENNIFER L. LUCACHIK
KELLY L. MARTIN
KATHLEEN SELBY
Town Board

SANDRA L. QUINLAN
Town Clerk - Tax Collector

ROBERT J. TELAAK
Highway Supt.

DEBRA K. BENDER
KYLE W. CALABRESE
Town Justice

RYAN F. McCANN
Town Attorney

LAURIE A. BAKER
Prosecutor

THELMA HORNBERGER
Assessor

THOMAS C. MURPHY
Code Enforcement Officer

To: Property owners in the vicinity of
6568 Hillcrest Avenue
Orchard Park, NY 14127

The Boston Town Board will act on a Fill Permit Application submitted by Albert Altherr, 6568 Hillcrest Ave., Town of Boston on **Wednesday, July 17, 2024** after a Public Hearing.

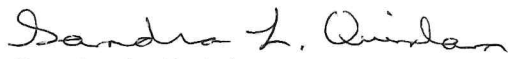
The Boston Town Board has scheduled a Public Hearing for **7:35 p.m. on July 17, 2024** at Boston Town Hall, 8500 Boston State Road, Boston, NY, on the application of Albert Altherr for a permit to store approximately 1,000 cubic yards of fill at 6568 Hillcrest Ave., Town of Boston.

All persons interested in the matter shall be heard for or against at such time and place, or may file written comments or objections with the Town Clerk until 4:00 p.m. on July 17, 2024.

At the time and place noted, all interested persons will be given up to three (3) minutes to be heard on said application.

If you have any questions or concerns, please contact the Town of Boston at 716-941-6113.

Sincerely,


Sandra L. Quinlan
Boston Town Clerk

Enclosures

TOWN HALL
(716) 941-6113
Fax (716) 941-6116

TOWN SUPERVISOR
(716) 941-6518

TOWN COURT
(716) 941-6115
Fax (716) 796-6170

HIGHWAY GARAGE
(716) 941-5869
Fax (716) 941-3677

NUTRITION PROGRAM
(716) 941-5773

8500 Boston State Road Boston, New York 14025-9848

The Town of Boston is an equal opportunity provider and employer.

If you wish to file a Civil Rights program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, found online at http://www.ascr.usda.gov/complaint_filing_cust.html, or at any USDA office, or call 1-866-632-9992 to request the form. You may also write a letter containing all of the information requested in the form. Send your completed complaint form or letter to us by mail at U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410 or fax



Town of Boston Fill Permit Application

PROBHD
NOTED FOR FILING
JUL 17 2021

The completed Fill Permit Application must be submitted to the Town of Boston Town Clerk, Sandra Quinlan by e-mail townclerk@townofboston.com or by mail 8500 Boston State Road, Boston, New York 14025. An application is not complete until the permit fee is paid.

Applications for fill permits shall be acted on by the Town Board after a public hearing. Notice of such public hearing shall be published in the official newspaper of the Town of Boston at least five days prior to the date thereof, and the Town Clerk shall mail a letter to adjacent property owners advising them of the application and giving them notice of the hearing and the deadline to file an objection or comment regarding the application with the Town Clerk.

The only type of fill that will be allowed is brick, stone, concrete, asphalt, and clean soil. Property owner is responsible for cleaning the road after fill is brought in. No overweight trucks are permitted on road for fill delivery.

All fill permits expire on December 31 of the calendar year in which they are issued. Renewal of permits shall require re-application.

If you have any questions, please contact the Code Enforcement Office at the Boston Town Hall, (716) 941-6113 ext. 111.

Town of Boston
8500 Boston State Road
Phone (716) 941-6113 • Fax (716) 941-6116
www.townofboston.com

Rev: Jul-21



JASON A. KEDING
Supervisor

MICHAELA A. CARTECHINE
JENNIFER L. LUCACHIK
KELLY L. MARTIN
KATHLEEN K. SELBY
Town Board

SANDRA L. QUINLAN
Town Clerk - Tax Collector

ROBERT J. TELAAK
Highway Supt.

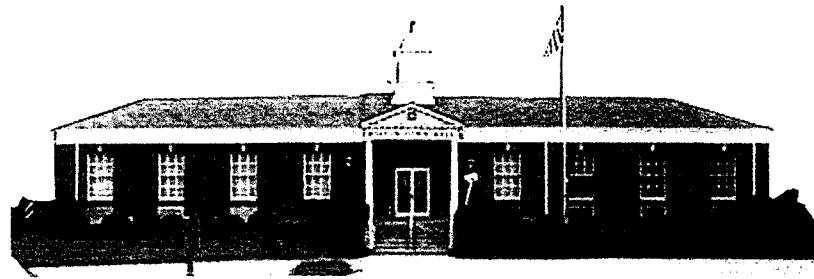
DEBRA K. BENDER
KELLY A. VACCO
Town Justice

SEAN W. COSTELLO
Attorney for the Town

ANNA M. KOBIALKA
Prosecutor

SUE FITZNER
Assessor

WILLIAM G. FERGUSON
Code Enforcement Officer



TOWN OF BOSTON

March 5, 2021

Albert Altherr
6569 Hillcrest Ave.
Orchard Park, NY 14127

Dear Mr. Altherr,

The Town Board at their regularly scheduled meeting on Wednesday, March 3, 2021 made a motion to approve your Special Use Permit at 6569 Hillcrest Avenue.

Please contact us if you have any questions.

Yours truly,

Lois Jackson
Deputy Town Clerk

TOWN HALL
(716) 941-6113
Fax (716) 941-6116

TOWN SUPERVISOR
(716) 941-6518
Fax (716) 941-9264

TOWN COURT
(716) 941-6115
Fax (716) 941-5169

HIGHWAY GARAGE
(716) 941-5869
Fax (716) 941-3677

NUTRITION PROGRAM
(716) 941-5773

TOWN HALL: 8500 BOSTON STATE ROAD BOSTON, NEW YORK 14025-9648
PHONE: 716-941-6113 FAX: 716-941-6116 TDD: 1-800-662-1220

The Town of Boston is an equal opportunity provider and employer.
If you wish to file a Civil Rights program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, found online at http://www.ascr.usda.gov/complaint_filing_cust.html, or at any USDA office, or call 1-866-632-9992 to request the form. You may also write a letter containing all of the information requested in the form. Send your completed complaint form or letter to us by mail at U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410 or fax 202-690-7442 or email at program.intake@usda.gov.



Town of Boston Fill Permit Application

Date: 6/15/2024

Instructions

APPLICATION IS HEREBY MADE to the Town of Boston for the issuance of a permit to dump fill pursuant to the Ordinance Laws of the Town of Boston, Erie County, New York, prohibiting and/or regulating the use of lands within the Town of Boston as a sanitary land fill or dumping grounds which regulate the excavation, removal or storage of earth, sand, gravel, rock, topsoil, minerals or other similar material. The applicant agrees to abide with all applicable laws, ordinances, regulations, and terms of this application if granted.

1. Name of Applicant: Albert N. Altherr Phone #: _____
2. Address: 6569 Hillcrest Ave. Orchard Park, NY 14127
3. Name of owner of property
(if different from applicant): _____
4. Address of owner of property : _____
5. Location of property, including tax parcel number where fill is desired to be placed:
6568 Hillcrest Ave. Orchard Park, NY 14127 SBL. 212.03-4-9
6. Where is the fill coming from? Orchard Park (Highmark Stadium)
7. The location of all roads, streets, highways, waterways, streams, and ponds within 100 feet of the place where the fill is desired to be placed:

None

8. The names and addresses of abutting property owners

Down all abutting properties (Please reference attached tax map)
with exception of the private roadway (50' Easement) owned by
Russell + Joan Goldberg @ 6570 Hillcrest Ave. Orchard Park, NY 14127

Town of Boston
8500 Boston State Road
Phone (716) 941-6113 • Fax (716) 941-6116
www.townofboston.com

Rev: Jul-21



Town of Boston Fill Permit Application

9. The purpose for which the fill is desired: To complete the site leveling that I was granted permission to begin on March 3, 2021 by the "Boston Town Board". Purpose is to reasonably level area for a future building site.
10. The approximate amount of fill required (cubic yards): 900 to 1000
11. The approximate average depth of the area to be filled: Reference attached site plan.
12. Enumerate with particularity the type of fill to be used: a clay/stone mixture
13. The length of time required to place said fill on the property: placed daily upon delivery
14. The Time when said fill operations are intended to commence: upon renewed permit approval
15. The time when said fill operations are intended to be completed: by year end of 2024 or sooner
16. If the fill exceeds 2,500 cubic yards, detail the drainage systems to be installed to ensure proper surface drainage during and after completion of the work:

Albert N. Althern
Signature of Applicant

6/15/2024
Date

I hereby consent to the placement of fill on my property in accordance with the above application.

Signature of property owner, if different than applicant

Date

DATE: 6/18/24

DATE: 7/8/2024

Received by Town Clerk

Received by Highway Department

Site Plan

Town of Boston
8500 Boston State Road
Phone (716) 941-6113 • Fax (716) 941-6116
www.townofboston.com

Rev: Jul-21



Town of Boston Fill Permit Application

1. Has fill/dirt material been brought to the property?
2. Has the fill/dirt material been spread or fill work done?
3. Have you received a violation notice?

YES
YES
YES

NO
NO
NO

To be completed by Applicant. Use separate site plan or survey if drawing area is not sufficient.
Approved site plan must be posted at job site location.

Site Plan must show the following:

1. AREA & DEPTH OF PROPOSED FILL
2. ANY PROPOSED DRAINAGE IMPROVEMENTS (POND, PIPE, SWALE, ETC.)
3. EXISTING STRUCTURES, WITH DIMENSIONS & PROPERTY LINE SETBACKS
4. STREETS & ROADWAYS
5. EASEMENTS (DO NOT ENCROACH INTO DRAINAGE EASEMENTS WITH NEW FILL)
6. BODIES OF WATER
7. TREES WITHIN FILL AREA
8. ARROWS TO SHOW DIRECTION OF EXISTING AND/OR PROPOSED DRAINAGE FLOW
9. NORTH ARROW

	Rear Property Line (FT.)	
Side Property Line (FT.)	<i>Please reference all attached site related information and information for clarification</i>	Side Property Line (FT.)
	Front Property Line (FT.)	

Town of Boston
8500 Boston State Road
Phone (716) 941-6113 • Fax (716) 941-6116
www.townofboston.com

Rev: Jul-21

FIRE

405

411.58(S)

1.48A(C)

405

Altherr

North

158.7

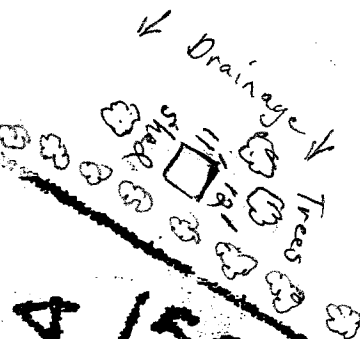
112A
ALTHERR

188.7

6380(S)
77.37

23

82.5



105.4
152.9

190.7

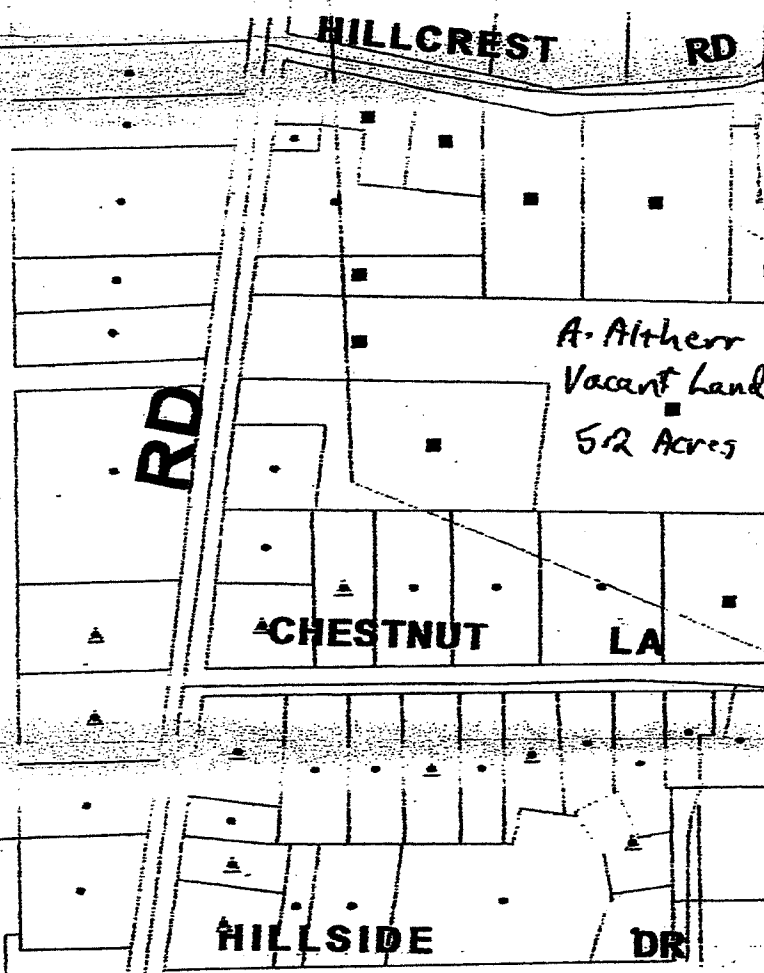
50'

Private Roadway (Easement)

Owned by Russell & Joan Goldberg

6570 Hillcrest Ave. Orchard Park, NY 14187

400



A. Altherr
← 6566
A. Altherr
← 6568
A. Altherr
← 6569

A. Altherr
Vacant Land 12.25 Acres

TOWN OF BOSTON
8500 BOSTON STATE RD
BOSTON NY 14025
(716) 941-6113 5

Date: 06/28/2024
Receipt #: 023644

Received From: ALTHERR, ALBERT, 6569 HILLCREST

For:	1 - SPECIAL PERMIT / FILL PERMIT APPLICATION FEE	150.00

☐ Cash
☒ Check/CC 1007

Total received: 150.00

Margaret Beck

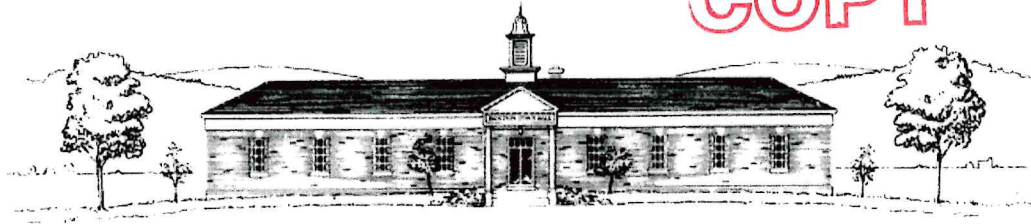
**PUBLIC HEARING
TOWN OF BOSTON**

PLEASE TAKE NOTICE that the Boston Town Board has scheduled a Public Hearing for 7:35 p.m. on July 17, 2024, at Boston Town Hall, 8500 Boston State Road, Boston, NY, on the application of Kevin Monaco for a permit to store approximately 1,000 cubic yards of additional fill at 7040 S. Abbott Rd., Town of Boston. All persons interested in the matter shall be heard for or against at such time and place, or may file written comments or objections with the Town Clerk until 4:00 p.m. on July 17, 2024.

Dated: June 25, 2024
Published: July 4, 2024
BY ORDER OF THE
TOWN BOARD
Sandra L. Quinlan
Town Clerk



COPY



TOWN OF BOSTON

JASON A. KEDING
Supervisor

MICHAEL A. CARTECHINE
JENNIFER L. LUCACHIK
KELLY L. MARTIN
KATHLEEN SELBY
Town Board

SANDRA L. QUINLAN
Town Clerk - Tax Collector

ROBERT J. TELAAK
Highway Supt.

DEBRA K. BENDER
KYLE W. CALABRESE
Town Justice

RYAN F. McCANN
Town Attorney

LAURIE A. BAKER
Prosecutor

THELMA HORNBERGER
Assessor

THOMAS C. MURPHY
Code Enforcement Officer

July 1, 2024

Mr. Kevin Monaco
7040 S. Abbott Road
Hamburg, NY 14075

Dear Mr. Monaco:

The Boston Town Board has scheduled a Public Hearing for **7:35 p.m. on July 17, 2024** at Boston Town Hall, 8500 Boston State Road, Boston, NY, on the application of Kevin Monaco for a permit to store approximately 1,000 cubic yards of fill at 7040 S. Abbot Rd., Town of Boston. All persons interested in the matter shall be heard for or against at such time and place, or may file written comments or objections with the Town Clerk until 4:00 p.m. on July 17, 2024.

The property owners in the vicinity of your 7040 S. Abbott Road property will be notified of the Public Hearing.

If you have any questions or concerns, please contact the Town of Boston at 716-941-6113.

Sincerely,


Sandra L. Quinlan
Boston Town Clerk

Enclosures

TOWN HALL
(716) 941-6113
Fax (716) 941-6116

TOWN SUPERVISOR
(716) 941-6518

TOWN COURT
(716) 941-6115
Fax (716) 796-6170

HIGHWAY GARAGE
(716) 941-5869
Fax (716) 941-3677

NUTRITION PROGRAM
(716) 941-5773

8500 Boston State Road Boston, New York 14025-9848

The Town of Boston is an equal opportunity provider and employer.

If you wish to file a Civil Rights program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, found online at http://www.ascr.usda.gov/complaint_filing_cust.html, or at any USDA office, or call 1-866-632-9992 to request the form. You may also write a letter containing all of the information requested in the form. Send your completed complaint form or letter to us by mail at U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410 or fax



Town of Boston Fill Permit Application

RECEIVED
BOSTON TOWN CLERK
JUL 29 2011

The completed Fill Permit Application must be submitted to the Town of Boston Town Clerk, Sandra Quinlan by e-mail townclerk@townofboston.com or by mail 8500 Boston State Road, Boston, New York 14025. An application is not complete until the permit fee is paid.

Applications for fill permits shall be acted on by the Town Board after a public hearing. Notice of such public hearing shall be published in the official newspaper of the Town of Boston at least five days prior to the date thereof, and the Town Clerk shall mail a letter to adjacent property owners advising them of the application and giving them notice of the hearing and the deadline to file an objection or comment regarding the application with the Town Clerk.

The only type of fill that will be allowed is brick, stone, concrete, asphalt, and clean soil.

All fill permits expire on December 31 of the calendar year in which they are issued. Renewal of permits shall require re-application.

If you have any questions, please contact the Code Enforcement Office at the Boston Town Hall, (716) 941-6113 ext. 111.

Town of Boston
8500 Boston State Road
Phone (716) 941-6113 • Fax (716) 941-6116
www.townofboston.com

Rev: Jul-21



Town of Boston Fill Permit Application

9. The purpose for which the fill is desired: Required by The town to cover
Previous parking Lot / Building fill
10. The approximate amount of fill required (cubic yards): 800 - 1000
11. The approximate average depth of the area to be filled: 6" - 12"
12. Enumerate with particularity the type of fill to be used: Soil fill
13. The length of time required to place said fill on the property: 10-12 months
14. The Time when said fill operations are intended to commence: 3/1/24
15. The time when said fill operations are intended to be completed: 12/31/24
16. If the fill exceeds 2,500 cubic yards, detail the drainage systems to be installed to ensure proper surface drainage during and after completion of the work:
N/A

I hereby consent to the placement of fill on my property in accordance with the above application. AS CONDITIONS TO THE ISSUANCE OF THIS PERMIT, the permittee agrees that in order to avoid damage to Town Roads trucks hauling fill shall not use their State overweight permits and that in order to protect the public safety and welfare permittee shall ensure that dirt and debris deposited on Town roads as a result of the fill operation shall be removed daily. Permittee agrees that upon failure to comply with these conditions the Town Code Enforcer shall notify the permittee that this permit is revoked immediately, and there shall be no refund of the filing fee.

[Signature]
Signature of applicant

6/18/24
Date

Signature of property owner, if different than applicant

Date

DATE: 6/20/2024 Received by Town Clerk

DATE: 7/8/2024 Received by Highway Department

Town of Boston
8500 Boston State Road
Phone (716) 941-6113 • Fax (716) 941-6116
www.townofboston.com

Rev: Jul-21



Town of Boston Fill Permit Application Site Plan

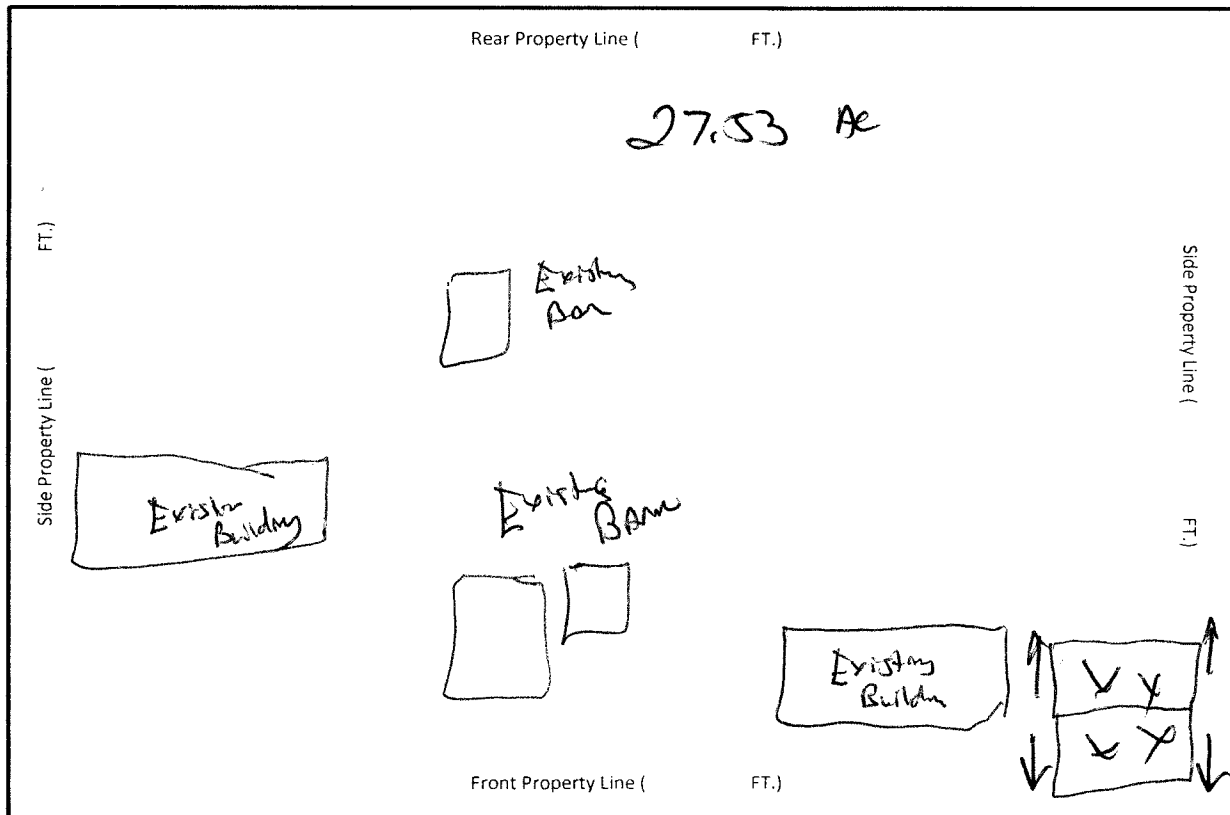
1. Has fill/dirt material been brought to the property?
2. Has the fill/dirt material been spread or fill work done?
3. Have you received a violation notice?

YES *Some* NO
YES *Some* NO
YES NO

To be completed by Applicant. Use separate site plan or survey if drawing area is not sufficient.
Approved site plan must be posted at job site location.

Site Plan must show the following:

1. AREA & DEPTH OF PROPOSED FILL
2. ANY PROPOSED DRAINAGE IMPROVEMENTS (POND, PIPE, SWALE, ETC.)
3. EXISTING STRUCTURES, WITH DIMENSIONS & PROPERTY LINE SETBACKS
4. STREETS & ROADWAYS
5. EASEMENTS (DO NOT ENCROACH INTO DRAINAGE EASEMENTS WITH NEW FILL)
6. BODIES OF WATER
7. TREES WITHIN FILL AREA
8. ARROWS TO SHOW DIRECTION OF EXISTING AND/OR PROPOSED DRAINAGE FLOW
9. NORTH ARROW



Town of Boston
8500 Boston State Road
Phone (716) 941-6113 • Fax (716) 941-6116
www.townofboston.com

Rev: Jul-21

*Same Job as Last year.
Finishing to TL.*

FILL
from Chestnut Ridge Road

TOWN OF BOSTON
8500 BOSTON STATE RD
BOSTON NY 14025
(716) 941-6113 5

Date: 06/28/2024
Receipt #: 023643

Received From: MONACO, KEVIN, 7040 S ABBOTT

For:	1 - SPECIAL PERMIT / FILL PERMIT APPLICATION FEE	150.00

☐ Cash
☒ Check/CC 9362

Total received: 150.00
Margaret Deit

TOWN OF BOSTON - RESOLUTION NO. 2024-46

STANDARD WORK DAY AND REPORTING RESOLUTION

WHEREAS, the New York State and Local Retirement System (“NYSLRS”) requires the adoption of a resolution regarding the standard work days for elected and appointed Town officials; and

WHEREAS, the form annexed hereto as Exhibit A is the one prescribed by NYSLRS; and

WHEREAS, the information contained on the annexed form is deemed complete and accurate to the best knowledge of the Town Board, except that Social Security Numbers are omitted from Exhibit A;

NOW THEREFORE BE IT

RESOLVED, that the Town of Boston hereby adopts the Standard Work Day and Reporting Resolution attached hereto as Exhibit A, that the Town Clerk is required to post this resolution on the Town website for 30 days, and that within 15 days after the 30-day posting period ends, after filling in the blanks for Social Security Numbers, the Standard Work Day and Reporting Resolution is to be filed with the Office of the State Comptroller.

On July 17, 2024, the question of the adoption of the foregoing Resolution was duly put to a vote on roll call, which resulted as follows:

	Yes	No	Abstain	Absent
Councilmember Cartechine	[]	[]	[]	[]
Councilmember Lucachik	[]	[]	[]	[]
Councilmember Martin	[]	[]	[]	[]
Councilmember Selby	[]	[]	[]	[]
Supervisor Keding	[]	[]	[]	[]

Sandra L. Quinlan, Town Clerk



Office of the New York State Comptroller
New York State and Local Retirement System
Employees' Retirement System
Police and Fire Retirement System
110 State Street, Albany, New York 12244-0001

Standard Work Day and Reporting Resolution for Elected and Appointed Officials

RS 2417-A

(Rev. 8/15)

BE IT RESOLVED, that the Town of Boston / 30471 hereby establishes the following standard work days for these titles and
(Name of Employer) (Location Code)

will report the officials to the New York State and Local Retirement System based on their record of activities:

Title	Standard Work Day (Hrs/day) Min. 6 hrs Max. 8 hrs	Name (First and Last)	Social Security Number (Last 4 digits)	Registration Number	Tier 1 (Check only if member is in Tier 1)	Current Term Begin & End Dates (mm/dd/yy-mm/dd/yy)	Record of Activities Result*	Not Submitted (Check only if official did not submit their Record of Activities)
Elected Officials								
Supervisor	6	Keding, Jason		61319240	☐	1/1/2022-12/31/2025	14.56	☐
Councilwoman	6	Lucachik, Jennifer		62240783	☐	1/1/2022-12/31/2025	2.25	☐
Councilwoman	6	Martin, Kelly		62350202	☐	1/1/2024-12/31/2027	1.56	☐
Appointed Officials								
Court Officer	6	Mulé, Daniel		38360103	☐	1/1/2024-12/31/2024	1.54	☐
Town Historian	6	Gamel, Frank		72028780	☐	1/1/2024-12/31/2024	4.49	☐
Dog Control Officer	6	Sherry, Linda		40907396	☐	1/1/2024-12/31/2024	2.00	☐

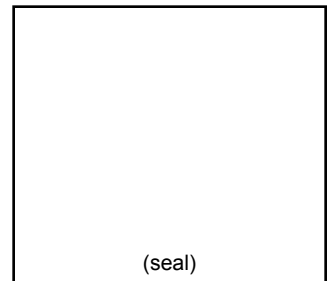
SEE INSTRUCTIONS FOR COMPLETING FORM ON REVERSE SIDE

I, Sandra L. Quinlan, secretary/clerk of the governing board of the Town of Boston, of the State of New York,
(Name of secretary or clerk) (Circle one) (Name of Employer)
do hereby certify that I have compared the foregoing with the original resolution passed by such board at a legally convened meeting held on the 17 day of
July, 2024 on file as part of the minutes of such meeting, and that same is a true copy thereof and the whole of such original.

IN WITNESS WHEREOF, I have hereunto set my hand and the seal of the Town of Boston on this 17 day
of July, 2024,
(Signature of the secretary or clerk) (Name of Employer)

Affidavit of Posting: I, Sandra L. Quinlan, being duly sworn, deposes and says that the posting of the
(Name of secretary or clerk)
Resolution began on July 18, 2024 and continued for at least 30 days. That the Resolution was available to the public on the
(Date)

- ☒ Employer's website at www.townofboston.com
☒ Official sign board at 8500 Boston State Road, Boston, NY 14025
☐ Main entrance secretary or clerk's office at _____





Office of the New York State Comptroller
New York State and Local Retirement System
Employees' Retirement System
Police and Fire Retirement System
110 State Street, Albany, New York 12244-0001

Standard Work Day and Reporting Resolution for Elected and Appointed Officials Continuation Form RS 2417-B

(Rev. 8/15)

Title	Standard Work Day (Hrs/day) Min. 6 hrs, Max. 8 hrs	Name (First & Last)	Social Security Number (Last 4 digits)	Registration Number	Tier 1 (Check only if member is in Tier 1)	Current Term Begin & End Dates (mm/dd/yy-mm/dd/yy)	Record of Activities Result*	Not Submitted (Check only if official did not submit their Record of Activities)
Elected Officials								
Supervisor	6	Keding, Jason		61319240	☐	1/1/2022-12/31/2025	27.88	☐
Councilwoman	6	Lucachik, Jennifer		62240783	☐	1/1/2022-12/31/2025	5	☐
Councilwoman	6	Martin, Kelly		62350202	☐	1/1/2024-12/31/2027	8	☐
Town Clerk	7	Quinlan, Sandra		41755091	☐	1/1/2024-12/31/2027	26.52	☐
Town Justice	6	Calabrese, Calcedonio		72904907	☐	1/1/2023-12/31/2026	3.48	☐
					☐			☐
					☐			☐
					☐			☐
					☐			☐
					☐			☐
					☐			☐
					☐			☐
					☐			☐
Appointed Officials								
Court Officer	6	Mulé, Daniel		38360103	☐	1/1/2024-12/31/2024		☐
Town Historian	6	Gamel, Frank		72028780	☐	1/1/2024-12/31/2024		☐
Dog Control Officer	6	Sherry, Linda		40907396	☐	1/1/2024-12/31/2024		☐
					☐			☐
					☐			☐
					☐			☐
					☐			☐
					☐			☐
					☐			☐
					☐			☐
					☐			☐
					☐			☐
					☐			☐

TOWN OF BOSTON – RESOLUTION NO. 2024 - 47

AUTHORIZING DISPOSAL OF SURPLUS EQUIPMENT

WHEREAS, the Town of Boston made upgrades to Town Hall computers and other miscellaneous office equipment over the last few years without taking action to dispose of the old equipment; and

WHEREAS, the attached list of equipment is no longer in use by the Town of Boston; and

WHEREAS, the Town would like to re-coup some value from these assets, wherever possible;

NOW THEREFORE BE IT

RESOLVED, that Town Board of the Town of Boston hereby marks all items on the attached list as surplus inventory to be removed from the capital asset and inventory listings; and

IT IS FURTHER RESOLVED, that the Town Board authorizes disposal of these assets through sales, auction, scrap metal, certified destruction (hard drives), or garbage in accordance with the capital asset policy, data destruction policy, and in the manner that will best benefit the town while also not compromising any safeguarded data.

On July 17, 2024, the question of the adoption of the foregoing Resolution was duly put to a vote on roll call, which resulted as follows:

	Yes	No	Abstain	Absent
Councilmember Cartechine	[]	[]	[]	[]
Councilmember Lucachik	[]	[]	[]	[]
Councilmember Martin	[]	[]	[]	[]
Councilmember Selby	[]	[]	[]	[]
Supervisor Keding	[]	[]	[]	[]

Sandra L. Quinlan, Town Clerk

DEPARTMENT	TAG	DISCRPTION	SERIAL/VIN	DISPOSAL	PURCHASED DATE	COST	APPROVAL	STATUS	DATE DISPOSED
		Dell™ 1708FP Flat Panel Monitor	CN-OPM372-72872-7CL-1DUL	scrap				in house	
		Samsung Simple LED 21.5 Monitor	023SHCLF900157R	scrap				in house	
Code Enforcement		Jarbo compatible toner cartidge replacements	X0023J8MHP	scrap	9/25/2019	47.44		in house	
Code Enforcement		microcassette desktop voice processor 3750	624167	scrap				in house	
Code Enforcement		moore portable register		scrap	2001			in house	
		DELL laptop latitdue E5440	BPCMF12	scrap				in house	
town clerk		APC Battery Backup(2)	BE350U AB0350244755	scrap				in house	
		HP LaserJet Pro P1606dn Printer	VNB3N26530	scrap				in house	
		Ubiquiti UniFi Switch -48 Ports Managed(US-48-500W)	1927K 7483C276D767-s9ObBr	scrap				in house	
town clerk		DELL D07s OptiPlex	service code 15751034642	scrap				in house	
		HP LaserJet P2055dn Printer	CNB9931297	scrap				in house	
		V7 900P 19" VGA Monitor	F9TU73187692U	scrap				in house	
Court		Swingline Stack-and-Shred 300x Auto Feed Shredder	assembly 1757576C	scrap	2017	1000.00		in house	
		Texas Instruments Electronic Printing Calculator TI-5155	46270	scrap				in house	
Court		Deli OptiPlex 7050	Service Tag GKVC DV2	scrap	Feb-19				
assessor		dell laptop inspiron 5100	CN-09U808-12961-391-8808	scrap	2003	1200.00			
		CISCO CATALYST 2950 Series Switches Hardware View	FAB0538Y0WZ	scrap				in house	
Assessor		Dell 22 Monitor: P2219H	service tag CJTZ8W2	scrap				in house	
Assessor		Dell 22 Monitor: P2219H	service tag 9RTZ8W2	scrap				in house	
		LG monitor W2046T-BF LG USA	011NDMTE9315	scrap				in house	
		DELL OtipleX 9020	15751081298	scrap				in house	
		Avaya IP500 V2 Control Unit	14WZ13500065	scrap				in house	
		Datamax-O'Neil E-4305A Mark III	34752794	scrap				in house	
		KB212-B Wired Keyboard	CN-ODJ454-71581-4CT-00I5-A01	scrap				in house	
		smartphone	5 count	scrap				in house	
		flip phone	8 count	scrap				in house	
		OKI MICROLINE 320 Turbo Mono Dot Matrix Printer	AE6A007246F0	scrap				in house	
community		dictaphone AC adaptor	870403	scrap				in house	
community		Dictaphone 7120 Digital Dictation StraightTalk System	8704000	scrap				in house	
recreation		Inspiron N5110 laptop	4ZW7LT1	scrap				in house	
		Honeywell Security HREP8D500 Digital video recorder	R0460000195	scrap				in house	
		Capture High Performance IR Bullet Camera	0248810011150554	scrap				in house	
		Capture High Performance IR Bullet Camera	024881001115062	scrap				in house	
		Capture High Performance IR Bullet Camera	0248810011150618	scrap				in house	
		Capture High Performance IR Bullet Camera	1449811010500597	scrap				in house	
		Paymaster 825E Electric check signer	Y10253	scrap				in house	
community		magic chef microwave	2969006000984	scrap				in house	
community		kyocera taskalfa 221	QLC0202774	scrap				in house	

TOWN OF BOSTON – RESOLUTION NO. 2024-48

**AUTHORIZING PAVING OF
BOY AND GIRLS CLUB DRIVEWAY**

WHEREAS, the Town of Boston owns and maintains a driveway that runs from Boston State Road to Town Park Lane which provides access to the recreation building that houses the Boys & Girls Club and has noticed considerable damage in the form of divots and potholes; and

WHEREAS, the Town of Boston has identified Erie County Bid No. 240045-004 for paving services utilizing 12.5mm F2 Top at a 2” compaction provided by Gernatt and cold milling and paving services to be completed by Occhino Corp.; and

WHEREAS, the total price of milling and paving the Boys & Girls Club driveway totals \$33,911.76 due to Occhino Corp.; and

WHEREAS, funding for this project was budgeted in the account A-1620-0200 (Buildings Equipment/Capital Outlay);

NOW THEREFORE BE IT

RESOLVED, that the Town Board of the Town of Boston hereby authorizes Occhino Corp. to mill and pave the Boys and Girls Club driveway at a cost not to exceed \$33,911.76.

On July 17, 2024, the question of the adoption of the foregoing Resolution was duly put to a vote on roll call, which resulted as follows:

	Yes	No	Abstain	Absent
Councilmember Cartechine	[]	[]	[]	[]
Councilmember Lucachik	[]	[]	[]	[]
Councilmember Martin	[]	[]	[]	[]
Councilmember Selby	[]	[]	[]	[]
Supervisor Keding	[]	[]	[]	[]

Sandra L. Quinlan, Town Clerk





38" x 52" x 5.5" Deep Pothole:



2024	Town of Boston	4/23/2024				
ERIE COUNTY ITEM NUMBER	NAME	QTY	UNIT	2024 Pricing	Total Cost	notes
PAVING OPERATIONS						
E402.12720401	12.5mm F2 Top, 64S-22 AC, <0.3M ESAL - WMA - 2" compacted	205	tons	\$76.00	\$ 15,580.00	\$630 Index per Bid
E900.44PH	Tandem Axle Dump Truck w/ Operator	30	hrs	\$150.00	\$ 4,500.00	
E900.03PD	Asphalt Paver with Operator and Screed Man	1	days	\$3,900.00	\$ 3,900.00	(NYSDOT aproved site for billing) NYSDOL prevailing waged plus burden rate based on .07 gal / sq yard (min charge waived)
E900.12PD	10-ton Roller with Operator	1	days	\$1,850.00	\$ 1,850.00	
Equipment watch	Skid Steer	8	hrs	\$31.27	\$ 250.16	
NYSDOL prevailing wage	Laborer	12	hours	\$120.00	\$ 1,440.00	
E407.0102	Diluted Tack Coat	84	gallons	\$7.40	\$ 621.60	
E900.45PD	lowboy with operator	4	hrs	\$185.00	\$ 740.00	
				Paving Operations Total	\$ 28,881.76	
MILLING OPERATIONS						
E490.1019	Production cold milling Option D - 1-4"	1,090	SY	\$3.00	\$ 3,270.00	
E490.30001	Misc Cold Milling under 250sq/yds, 0-5" depth (4 ft wide)	110	SY	\$16.00	\$ 1,760.00	
				Milling Operations Total	\$ 5,030.00	
				Net Project Total	\$ 33,911.76	

Adjustments for SK10 - 2015 Wacker SW28 Skid Steer in All Saved Models March 5, 2024

Wacker Neuson SW 28
Skid Steer Loaders



Size Class:
2,501 - 2,900 lbs
Weight:
N/A

Configuration for SW 28

Horsepower **74.0 hp** Operator Protection **ROPS**
Power Mode **Diesel**

Blue Book Rates

** FHWA Rate is equal to the monthly ownership cost divided by 176 plus the hourly estimated operating cost.

	Ownership Costs				Estimated Operating Costs	FHWA Rate**
	Monthly	Weekly	Daily	Hourly	Hourly	Hourly
Published Rates	USD \$10,555.00	USD \$2,955.00	USD \$740.00	USD \$110.00	USD \$35.88	USD \$95.85
Adjustments						
Region (New York: 106%)	USD \$633.30	USD \$177.30	USD \$44.40	USD \$6.60		
Model Year (2015: 99.01%)	(USD \$110.39)	(USD \$30.90)	(USD \$7.74)	(USD \$1.15)		
Adjusted Hourly Ownership Cost (100%)	-	-	-	-		
Hourly Operating Cost (100%)					-	
Total:	USD \$11,077.92	USD \$3,101.40	USD \$776.66	USD \$115.45	USD \$35.88	USD \$98.82

Non-Active Use Rates

	Hourly
Standby Rate	USD \$24.55
Idling Rate	USD \$74.29

Rate Element Allocation

Element	Percentage	Value
Depreciation (ownership)	18%	USD \$1,899.90/mo
Overhaul (ownership)	61%	USD \$6,438.55/mo
CFC (ownership)	10%	USD \$1,055.50/mo
Indirect (ownership)	11%	USD \$1,161.05/mo
Fuel (operating) @ USD 4.15	31.63%	USD \$11.35/hr

Revised Date: 1st quarter 2024

These are the most accurate rates for the selected Revision Date(s). However, due to more frequent online updates, these rates may not match Rental Rate Blue Book® Print. Visit the Cost Recovery Product Guide on our Help page for more information.

The equipment represented in this report has been exclusively prepared for LYNN OCCHINO (lynno@occhinopaving.com)

To whom it may concern,

I am seeking appointment as an alternate ZBA member to the Town Board of the town of Boston. Attorney Sean Costello says there is no conflict with me being a member of the Conservation Advisory Council and the ZBA. Please let me know if there is any additional information that is required.

Thank you for your consideration,

A handwritten signature in dark ink, appearing to read "Pamela A. Zylinski". The signature is written in a cursive, flowing style.

Pamela A. Zylinski

Sandra Quinlan

From: Board Clerk
Sent: Thursday, July 11, 2024 9:23 PM
To: Sandra Quinlan
Cc: Board Clerk
Subject: APPOINTMENT to ZBA as alternate
Attachments: Zylinski Boston Zoning Board of Appeals.pdf

Hi Sandy,

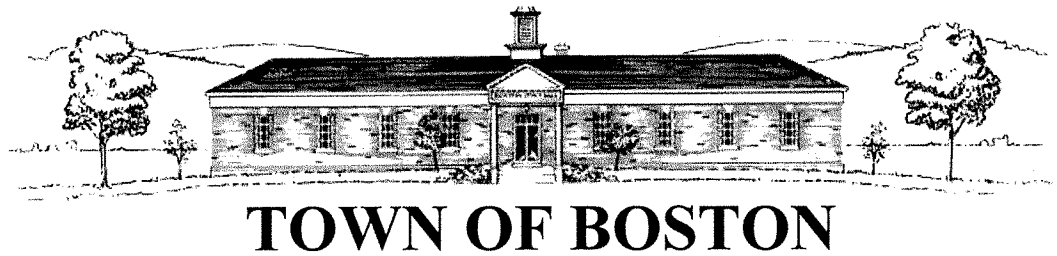
A recommendation was made by the ZBA Board Members to bring Ms. Pamela Zylinski on as a ZBA Alternate.

If you need anything else, please let me know.

Thanks.

Jennifer

Term thro
12/31/2026



TOWN OF BOSTON

JASON A. KEDING
Supervisor

MICHAEL A. CARTECHINE
JENNIFER L. LUCACHIK
KELLY L. MARTIN
KATHLEEN SELBY
Town Board

SANDRA L. QUINLAN
Town Clerk -Tax Collector

ROBERT J. TELAAK
Highway Supt.

DEBRA K. BENDER
KYLE CALABRESE
Town Justice

SEAN W. COSTELLO
Town Attorney

LAURIE BAKER
Prosecutor

THELMA HORNBERGER
Assessor

THOMAS C. MURPHY
Code Enforcement Officer

To Whom It May Concern,

I am writing to formally request a leave of absence from my position in the
Congregate Dining/Nutrition Department from 7/22/24 to 8/23/24.

I have discussed this with the Supervisor's Office, and they are aware of my plans and
arrangements that have been made to cover my shifts during my time away.

Thank you for your consideration.

Sincerely,

Name: Donna Lenau

Date: 6/25/24

TOWN HALL
(716) 941-6113
Fax (716) 941-6116

TOWN SUPERVISOR
(716) 941-6518

TOWN COURT
(716) 941-6115
Fax (716) 941-5169

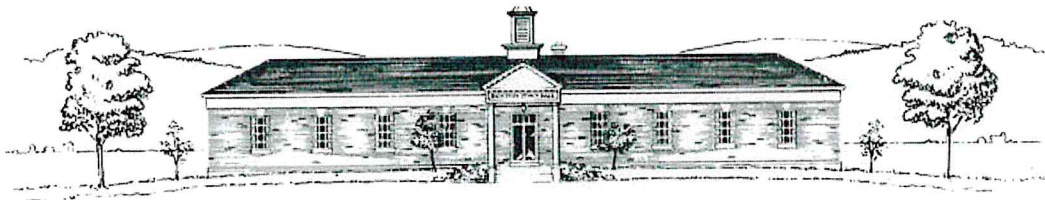
HIGHWAY GARAGE
(716) 941-5869
Fax (716) 941-3677

NUTRITION PROGRAM
(716) 941-5773

8500 Boston State Road Boston, New York 14025-9848

The Town of Boston is an equal opportunity provider and employer.

If you wish to file a Civil Rights program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, found online at http://www.ascr.usda.gov/complaint_filing_cust.html, or at any USDA office, or call 1-866-632-9992 to request the form. You may also write a letter containing all the information requested in the form. Send your completed complaint form or letter to us by mail at U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410 or fax 202-690-7442 or e-mail at program.intake@usda.gov.



TOWN OF BOSTON

To Whom It May Concern,

I am writing to formally request a leave of absence from my position in the Congregate Dining/Nutrition department from 7/22/24 to 8/23/24.

I have discussed this with the Supervisor's Office, and they are aware of my plans and arrangements that have been made to cover my shift.

Thank you for your consideration.

Sincerely,

Name: Lena Weisedel

Date: June 26, 2024

JASON A. KEDING
Supervisor

MICHAEL A. CARTECHINE
JENNIFER L. LUCACHIK
KELLY L. MARTIN
KATHLEEN SELBY
Town Board

SANDRA L. QUINLAN
Town Clerk -Tax Collector

ROBERT J. TELAAK
Highway Supt.

DEBRA K. BENDER
KYLE CALABRESE
Town Justice

SEAN W. COSTELLO
Town Attorney

LAURIE BAKER
Prosecutor

THELMA HORNBERGER
Assessor

THOMAS C. MURPHY
Code Enforcement Officer

TOWN HALL
(716) 941-6113
Fax (716) 941-6116

TOWN SUPERVISOR
(716) 941-6518

TOWN COURT
(716) 941-6115
Fax (716) 941-5169

HIGHWAY GARAGE
(716) 941-5869
Fax (716) 941-3677

NUTRITION PROGRAM
(716) 941-5773

8500 Boston State Road Boston, New York 14025-9848

The Town of Boston is an equal opportunity provider and employer.

If you wish to file a Civil Rights program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, found online at http://www.ascr.usda.gov/complaint_filing_cust.html, or at any USDA office, or call 1-866-632-9992 to request the form. You may also write a letter containing all the information requested in the form. Send your completed complaint form or letter to us by mail at U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410 or fax 202-690-7442 or e-mail at program.intake@usda.gov.

June 27, 2024

I, Karen Rubeck, wish to apply for the Substitute Worker in the Nutrition Program.

The time of July 22 through and including August 23, is the time I will be filling in for the Kitchen position.

In the past I had the opportunity to work the members of the program by working alongside Sharon Bulger.

Thank You in advance,

Karen Rubeck

A handwritten signature in blue ink that reads "Karen Rubeck". The signature is written in a cursive style with a large, stylized 'K' and 'R'.

CLERK

Rev. 12/96
Erie County
A-001, FT
A-006, PT
A-010, Seas.
JG I
MJE/a

DISTINGUISHING FEATURES OF THE CLASS: The work involves the performance of routine and standardized clerical tasks. Work is performed under the direct supervision of a higher ranking employee. Detailed instructions are given for new assignments and practices. Does related work as required.

TYPICAL WORK ACTIVITIES:

Sorts, indexes and files mail, bills, requisitions, ledger cards, and other material alphabetically and numerically;
Pulls material from files, makes file searches, maintains charge-out records and file cards;
Checks reports and records for accuracy and completeness;
Answers telephone and gives out information;
Operates office machines;
Makes entries on cards, bills or in ledgers from original sources;
Assists in the preparation of payrolls and maintenance of time cards;
Opens, time-stamps, sorts, and distributes mail;
Operates a telephone;
Makes simple arithmetic computations;
Gives directional information;
Utilizes enhanced computer systems and equipment in the completion of assigned clerical tasks.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Good knowledge of office terminology, procedures and equipment; working knowledge of business arithmetic and English; working knowledge of the functions and organization of the agency to which assigned; ability to understand and follow oral and written instructions; ability to write legibly; dependability; clerical aptitude; tact and courtesy; physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS:

Graduation from high school or possession of a high school equivalency diploma.

NOTE: Office clerical experience may be substituted for the high school requirement on a year for year basis.

NOTE: Verifiable part-time and/or volunteer experience will be pro-rated toward meeting full-time experience requirements

TO; Jason Keding, Supervisor

FROM: Bob Telaak, Highway Superintendent

RE: New Part-time Clerk

DATE: 7/10/24

I am looking to have Jordan R. Clark appointed as the new part time clerk for the Highway Department, effective 7/19/24.

Thank you.

Bob Telaak

Jordan Clark was interviewed for the position of part-time clerk in the Boston Highway Department. She worked as a receptionist in a doctor's office and is used to having interaction with the public.

The process of payroll, vouchers and gas reports was explained to her.

She is able to work the required hours for this position.

She is well versed and looking forward to working for the Town of Boston.

It is important to note that Angela Bennett was also interviewed for this position on 7/9/24.

However, she contacted our department on 7/10/24 and indicated that she is not comfortable with the job duties as she is more into graphic arts.

The other person we had interviewed for the job is not allowed due to the nepotism policy even though she is only related by marriage. She had seven years of contact with clients and also seemed very interested in the position.

Additionally, Kelly was asked to come down for an interview from the Code Enforcer's Office. However, I was advised that she was told not to come down for the interview.

Maryann's last day is today, 7/10/24.

Thank you.

Bob

TOWN OF BOSTON
APPLICATION FOR USE OF FACILITY

RECEIVED
TOWN CLERK

This Application is subject to Approval by the Town Board and MUST be received at least 1 week prior to Town Board meeting

*****Application, fees, plans, layouts and any additional proof from other agencies must be completed and submitted at time of application. Must be a Boston Resident to request use.*****

Name/Organization Boston Conservation Advisory Council Date 07 / 02 / 2024

Name of person responsible for facilities Caitlin Tucker
Title Member, CAC

Applicant Address _____

Applicant Daytime Phone # _____ # Of Attendees: 125

Date(s) Requested* 9/14/24 Time 10:00am - 2:00pm Type of Event Education/Outreach
Set Up 8am Take Down 4pm

Sporting Leagues — Please attach Schedule

****Certificate of Insurance from your organization must be submitted at least 1 week before your 1st sporting event****

*****Please confirm that your dates do not conflict with any Sporting Leagues*****

Baseball—Josh Haeick	716-649-6170	Football—Nick Jagow	716-725-9680
Southtown Slammers/ Mike Bellagamba	716-225-7936	Soccer—Jessica Blesy	716-809-0121

I, THE UNDERSIGNED, REQUEST PERMISSION TO USE THE FOLLOWING: (check all that apply)

☐ South Boston Park Shelter

☒ Town Hall Community Room w/ Kitchen
And Bathroom Facilities

☐ North Boston Park Fields

~~Boston Town Park~~

☒ Lions Shelter
And Bathroom Facilities

☐ Small Shelter

☐ Town Fields

WILL YOUR EVENT HAVE ANY OF THE FOLLOWING: (Check all that apply)

☐ Parade - Who will provide traffic control? _____
(Submit proof in writing from that agency at time of application)

☐ Parking (over 50) - Please submit parking Plan: _____
(This must be approved by Park's Superintendent before submittal to Town Clerk with application)

☐ Rides (Certificate of Insurance from your insurance company must be submitted 1 week before use begins)

☐ Fireworks (Certificate of Insurance from Firework Vendor must be submitted 1 week before your event)

-Who will provide Fire Stand By? _____
(Submit proof in writing from that agency at time of application)

☐ Vendors (over 5) - Please submit Layout (This must be approved by Park's Superintendent before submittal to Town Clerk with application)

Alcoholic Beverages:
(IF SERVING ALCOHOL, CHECK ALL
THAT APPLY)

Are you serving alcohol?
Are you having a Private Party?
Are you having a Public Special Event?

☐ Yes
☐ Yes
☐ Yes

☒ No
☒ No
☒ No

PLEASE NOTE: ALL parties must submit a Certificate of Insurance 1 week before your event.
Public Special Events serving alcohol must also submit a copy of your NYS Liquor License 1 week before your event.

Certificates of Insurance: You must list the Town of Boston as additionally insured and the dates of the event must be on the Certificate of Insurance. Your insurance agent can help you with this. The following is a list of Liability amounts needed:

Private Party (Host Liquor)	\$ 500,000
Public Special Event (Liquor Legal)	\$1,000,000
Ride Vendor	\$1,000,000
Fireworks	\$1,000,000
Sporting Leagues	\$1,000,000

FEES: A **\$75 Maintenance Fee** must be included with this application. These funds will be utilized to cover the cost of bathroom supplies, final clean up and administrative costs.

KEYS: Keys may be picked up on the business day before the scheduled event and should be returned the first business day immediately following.

TOWN OF BOSTON PROPERTIES ARE SMOKE FREE

COMMUNITY EVENTS SIGN: If your organization needs to use the Community Announcement sign near the Emergency Squad Bldg, the "Request to use Coming Events Sign" application must be completed and submitted to the Highway/Parks Dept. This form can be obtained from the Town Clerk's Office or at www.townofboston.com.

Requests may be submitted after September 1st the year before your event.

I agree that all facilities used will be properly cleaned to the best of my ability upon completion of the event and that I will be responsible for any damages caused to any of the facilities or grounds. I will submit to the Town Clerk all Certificates of Insurance and NYS Liquor License if necessary at least 1 week prior to my event. I have contacted the above mentioned sporting leagues and there are no conflicts with dates.

SIGNATURE OF APPLICANT: _____

Caeflin Tucker

Upon Completion, please submit to Town Clerk

FEE REC'D _____ APPROVED/DENIED : _____
(date) (date)

RECEIVED
BOSTON TOWN CLERK
JUL 17 2024

TOWN OF BOSTON
APPLICATION FOR USE OF FACILITY

**This Application is subject to Approval by the Town Board
and MUST be received at least 1 week prior to Town Board meeting**

*****Application, fees, plans, layouts and any additional proof from other agencies must be completed and submitted at time of application. Must be a Boston Resident to request use.*****

Name/Organization Hamburg Swim Club Date 7 / 9 / 2024

Name of person responsible for facilities Melissa A. Craig
Title President

Applicant Address _____

Applicant Daytime Phone # _____ # Of Attendees: 50 at most

Date(s) Requested* 8/28/2024 Time 5pm - 8pm Type of Event Swim Family picnic
Set Up _____ Take Down _____

Sporting Leagues — Please attach Schedule

****Certificate of Insurance from your organization must be submitted at least 1 week before your 1st sporting event****

*****Please confirm that your dates do not conflict with any Sporting Leagues*****

Baseball—Josh Haeick	716-649-6170	Football—Bill Frascella	716-548-8111
Southtown Slammers/	716-225-7936	Soccer—Jessica Blesy	716-809-0121
Mike Bellagamba			

I, THE UNDERSIGNED, REQUEST PERMISSION TO USE THE FOLLOWING: (check all that apply)

☐ South Boston Park Shelter	☐ Boston Town Park
☐ Town Hall Community Room w/ Kitchen And Bathroom Facilities	☒ Lions Shelter And Bathroom Facilities
☐ North Boston Park Fields	☐ Small Shelter
	☐ Town Fields

WILL YOUR EVENT HAVE ANY OF THE FOLLOWING: (Check all that apply)

☐ Parade	- Who will provide traffic control? _____ (Submit proof in writing from that agency at time of application)
☐ Parking (over 50)	- Please submit parking Plan: _____ (This must be approved by Park's Superintendent before submittal to Town Clerk with application)
☐ Rides	(Certificate of Insurance from your insurance company must be submitted 1 week before use begins)
☐ Fireworks	(Certificate of Insurance from Firework Vendor must be submitted 1 week before your event)
	-Who will provide Fire Stand By? _____ (Submit proof in writing from that agency at time of application)
☐ Vendors (over 5)	- Please submit Layout _____ (This must be approved by Park's Superintendent before submittal to Town Clerk with application)

Alcoholic Beverages:
(IF SERVING ALCOHOL, CHECK ALL
THAT APPLY)

Are you serving alcohol?
Are you having a Private Party?
Are you having a Public Special Event?

___ Yes X No
___ Yes ___ No
___ Yes ___ No

PLEASE NOTE: ALL parties must submit a Certificate of Insurance 1 week before your event.
Public Special Events serving alcohol must also submit a copy of your NYS Liquor
License 1 week before your event.

Certificates of Insurance: You must list the Town of Boston as additionally insured and the dates of the event must be on the Certificate of Insurance. Your insurance agent can help you with this. The following is a list of Liability amounts needed:

Private Party (Host Liquor)	\$ 500,000
Public Special Event (Liquor Legal)	\$1,000,000
Ride Vendor	\$1,000,000
Fireworks	\$1,000,000
Sporting Leagues	\$1,000,000

FEES: A **\$75 Maintenance Fee** must be included with this application. These funds will be utilized to cover the cost of bathroom supplies, final clean up and administrative costs.

KEYS: Keys may be picked up on the business day before the scheduled event and should be returned the first business day immediately following.

TOWN OF BOSTON PROPERTIES ARE SMOKE FREE

COMMUNITY EVENTS SIGN: If your organization needs to use the Community Announcement sign near the Emergency Squad Bldg, the "Request to use Coming Events Sign" application must be completed and submitted to the Highway/Parks Dept. This form can be obtained from the Town Clerk's Office or at www.townofboston.com.

Requests may be submitted after September 1st the year before your event.

I agree that all facilities used will be properly cleaned to the best of my ability upon completion of the event and that I will be responsible for any damages caused to any of the facilities or grounds. I will submit to the Town Clerk all Certificates of Insurance and NYS Liquor License if necessary at least 1 week prior to my event. I have contacted the above mentioned sporting leagues and there are no conflicts with dates.

SIGNATURE OF APPLICANT: Melissa A. Craig

Upon Completion, please submit to Town Clerk

FEE REC'D CE#1093
75.00 APPROVED/DENIED : _____
(date) (date)
7/10/24

TOWN OF BOSTON – RESOLUTION NO. 2024-49

**AUTHORIZATION TO ENTER INTO PROFESSIONAL SERVICES AGREEMENT(S)
FOR WATER IMPROVEMENT PROJECTS**

WHEREAS, pursuant to Town Law § 20(2)(b), the Town of Boston may contract with an engineering services firm to give it such professional service and advice as it may require; and

WHEREAS, the Town of Boston issued a public Request for Qualifications (the “RFQ”) for the qualifications-based procurement of engineering firms to assist with engineering tasks associated with various water improvement projects; and

WHEREAS, utilizing a qualifications-based process, the Town may select up to a total of three consulting engineering firms licensed in the State of New York to design, bid, administer and close-out projects as the need arises; and

WHEREAS, proposals were received from CPL, DuBois & King, Inc., Greenman-Pedersen, Inc. and LaBella Associates and reviewed and discussed by the Town Board in accordance with the RFQ and pursuant to the provisions of 40 U.S.C. 1101 et seq.; and

WHEREAS, the Town Board has determined that the following firm(s) is/are the most qualified to handle the specific municipal engineering needs associated with various water system improvement projects of the Town of Boston as more fully set forth in the RFQ:

1. _____
2. _____
3. _____

NOW THEREFORE BE IT

RESOLVED, that the Supervisor hereby is authorized, on behalf of the Town of Boston, to engage, and enter into a contract with, the following firm(s):

1. _____
2. _____
3. _____

for Town engineering needs associated with various water improvement projects, at the rates set forth in that firm’s proposal and for a period of three years from the date of this Resolution, and

IT IS FURTHER RESOLVED, that the Supervisor is authorized to execute and submit the Environmental Facilities Corporation Certification for Architectural/Engineering Services Procurement for Federally Funded Projects certifying that the Town of Boston has procured the professional services agreement in accordance with 40 U.S.C. 1101 et seq.

On July 17, 2024, the question of the adoption of the foregoing Resolution was duly put to a vote on roll call, which resulted as follows:

	Yes	No	Abstain	Absent
Councilmember Cartechine	[]	[]	[]	[]
Councilmember Lucachik	[]	[]	[]	[]
Councilmember Martin	[]	[]	[]	[]
Councilmember Selby	[]	[]	[]	[]
Supervisor Keding	[]	[]	[]	[]

Sandra L. Quinlan, Town Clerk

Request for Qualifications (RFQ)

Engineering Services for Water System Projects

Town of Boston

I. PROJECT DESCRIPTION

The Town of Boston is issuing this Request for Qualifications for the qualifications-based procurement of engineering firms to assist with engineering tasks associated with various water system improvement projects.

Utilizing a qualifications-based process, the Town will select up to a total of three consulting engineering firms licensed in the State of New York to design, bid, administer and close-out projects as the need arises.

The Town has applied for funding through the NYSEFC for a water main replacement project, including approximately 20,300 linear feet of water main in various locations. These locations have been identified by both the Town and ECWA as priorities to be replaced based on their break history and the age of the existing water mains. The system will continue to operate identically to its existing process but would greatly improve the reliability and ease of operation of the system.

The project referenced in this RFQ is anticipated to be funded with NYS and/or Federal loan and grant funds. All project bidding, construction administration, and inspection/closeout activities associated with the project could be performed in accordance with NYSEFC, Community Development Block Grant, and/or USDA Rural Development requirements and regulations.

In keeping with these requirements, the qualifications-based procurement standards for the Procurement of Architectural, Engineering, and Surveying (A/E) Services shall apply. Utilizing a qualifications-based process, the Town will select a consulting engineering firm to design, bid, administer and close-out various water and wastewater projects to be undertaken by the Town. Proposals will be received from all firms which wish to be considered for this engagement.

II. CONSULTANT SELECTION CRITERIA

Consultants must demonstrate their level of competence and qualification, and each subcontractor's level of competence and qualification, with respect to the listed evaluation factors for the needed services. These factors are not listed in order of importance. Evaluation factors include:

1. Serve as Engineer-of-Record for the Town.
2. The ability of the selected firm to provide the technical skills necessary for capital improvement or maintenance projects, or evaluate such projects on a very short notice, and on an as-needed basis as determined by the Town.

3. Size and experience of the consultant's professional and technical staff with respect to the magnitude and complexity of various projects.
4. Experience of the consultant's professional staff with water distribution system improvements.
5. Record of success by the consultant, demonstrated by work previously performed for the Town of Boston or similar work performed for others.
6. Individual within the consultant's organization who will have direct charge of the work.
7. Whether the consultant has adequate staff and/or other resources to perform the work within schedule and meet funding program MWBE requirements.
8. The approach the consultant proposes to use for the work and to keep the project within budget and on schedule.
9. Pertinent new ideas that may be presented by the consultant during the selection process.
10. Whether the consultant has an effective quality control program.
11. The consultant's demonstrated record of keeping construction costs within project budgets and design estimates.
12. Demonstrated ability to identify all necessary permits, regulatory requirements, and processes and obtain involved agency approvals.
13. Understanding of the importance of safety in design and constructability.
14. Demonstrated ability to run a diverse program including managing and coordinating schedules, deliverables, resources, and multiple consultants/subconsultants.

After initial review of the submittals, a short list of consultants will be developed for further consideration. These firms may be invited for an interview. The best qualified firm or firms will be selected based on its demonstrated competence and qualification for the services required for the project. A more detailed scope of work and fee schedule will be negotiated with the best qualified firm or firms. If negotiations are not successful with any selected firm, the Town will terminate negotiations with that firm and initiate negotiations with the next best qualified firm. When a fair and reasonable fee is established, a contract award recommendation will be made to the Town of Boston Town Board for its consideration.

Engineering Firm Insurance Requirements

The firm must meet the following insurance requirements.

1. Proof of Workers Compensation insurance coverage.
2. General Liability \$1,000,000 per occurrence/\$2,000,000 aggregate. The Town must be listed as additional insured and endorsement required.
3. Auto Liability Insurance \$1,000,000 per occurrence combined single limits applicable to claims due to bodily injury and/or property damage. The Town must be listed as additional insured and endorsement required.
4. Professional Liability not less than \$2,000,000 per loss.

III. SUBMISSION

Proposals shall be limited to 10 pages and may be transmitted electronically in a PDF format or four (4) bound copies of your qualifications statement via mail in a sealed envelope no later than 3:00 pm, May 24, 2024, the submittal deadline date. Please mark your response “REQUEST FOR ENGINEERING QUALIFICATIONS – TOWN OF BOSTON” and send or mail your response to:

Allison Koczur, Executive Assistant to the Supervisor
Town of Boston
8500 Boston State Road
Boston, NY 14025
Phone: (716) 941-6518
Email: supervisor@townofboston.com

IV. PROPOSAL EVALUATION

The Town will review and rank the proposals using the factors /rating scale listed below to select the preferred consultant based on qualifications. Based upon the evaluation of the proposals, the Town of Boston reserves the right to invite any or all consultants for an interview before making a final selection. Such an invitation does not commit the Town of Boston to pay any costs incurred in participating in said interview.

The evaluation factors are:

- Knowledge and familiarity with the Town of Boston’s water system
Maximum Points: 25
- Project Management Approach: Response as outlined regarding the Firm’s Project Management Approach and the performance of the identified services as well as the timeliness of project deliverables.
Maximum Points: 25
- Availability of Staff and Experience of the Project Team: Having the right team helps deliver a project within budget and on schedule. The Town will give considerable weight to the individual qualifications of the project team members who will be assigned to do a majority of the work identified. Considerations will include the individuals’ qualifications, experience, and location of key personnel.
Maximum Points: 25
- Experience with NYSEFC, USDA RD and CDBG Funded Projects: The Firm’s familiarity and experience in successfully satisfying funding agency construction document and MWBE requirements will be reviewed and ranked.
Maximum Points: 25

Following the review of Statement of Qualifications, no guarantee of work assignments or projects can be made, however, the assignment of projects will be based on the Town's needs.

The selection of consultants will be valid for a period of three (3) years from the date of Town Board approval and the Town reserves the right to renew the selected consultants for an additional three (3) years.

V. EQUAL OPPORTUNITY / AFFIRMATIVE ACTION EMPLOYER

All qualified engineers will receive consideration without regard to race, color, religion, creed, sex, age, or national origin. The Town of Boston encourages MWBE and Section 3 firms to submit.

VI. RIGHTS

The Town of Boston shall be the sole judge of whether a submittal conforms to the requirements of this RFQ and of the merits and acceptability of the individual submittals. Notwithstanding anything to the contrary contained herein, the Town reserves the right to take any of the following actions in connection with this RFQ: amend, modify or withdraw this RFQ; waive any requirements of this RFQ; require supplemental statements and information from any respondents to this RFQ; award a contract to as many or as few or none of the respondents as the Town may select; to award a contract to entities who have not responded to this RFQ; accept or reject any or all proposals received in response to this RFQ; extend the deadline for submission of proposals; negotiate or hold discussions with one or more of the respondents; permit the correction of deficient proposals that do not completely conform with this RFQ; waive any conditions or modify any provisions of this RFQ with respect to one or more respondents; reject any or all proposals and cancel this RFQ, in whole or in part, for any reason or no reason, in the Town's sole discretion. The Town may exercise any such rights at any time, without notice to any respondent or other parties and without liability to any respondent or other parties for their costs, expenses or other obligations incurred in the preparation.

Questions regarding this RFQ should be directed to:

Allison Koczur, Executive Assistant to the Supervisor
Phone: (716) 941-6518
Email: supervisor@townofboston.com



**Environmental
Facilities Corporation**

**Department
of Health**

New York State Revolving Fund
**ARCHITECTURAL/ENGINEERING
SERVICES PROCUREMENT FOR
ENVIRONMENTAL FACILITIES
CORPORATION FUNDED PROJECTS**

Effective June 1, 2023

New York State Environmental Facilities Corporation
625 Broadway, Albany, NY 12207-2997
P: (518) 402-6924
www.efc.ny.gov

ARCHITECTURAL/ENGINEERING SERVICES PROCUREMENT FOR SRF FUNDED PROJECTS

****Applies to CWSRF and DWSRF****

Municipalities requesting financing for A/E services must procure A/E services in accordance with certain qualifications-based requirements. This guidance document describes the types of services that are considered A/E services and how these A/E services must be procured.

Please Note: This guidance document applies to **all projects** financed by the Environmental Facilities Corporation (“EFC”) whose A/E services are procured *after* 10/1/2022.¹

If a municipality is seeking project financing for A/E services that were not procured pursuant to this guidance document, EFC will only finance such A/E services if:

1. The procurement occurred *before* 10/1/2022;
2. A financing application is submitted for the project prior to June 16, 2023; and
3. A project finance agreement is entered into for the financing of such project prior to October 1, 2024.

What types of services are covered A/E services?

Contracts for program management, construction management, feasibility studies, preliminary engineering, design, engineering, surveying, mapping, or A/E services as defined in 40 U.S.C. 1102(2)(A-C):

(A) professional services of an architectural or engineering nature, as defined by state law, if applicable, that are required to be performed or approved by a person licensed, registered, or certified to provide the services described in this paragraph;

(B) professional services of an architectural or engineering nature performed by contract that are associated with research, planning, development, design, construction, alteration, or repair of real property; and

(C) other professional services of an architectural or engineering nature, or incidental services, which members of the architectural and engineering professions (and individuals in their employ) may logically or justifiably perform, including studies, investigations, surveying and mapping, tests, evaluations, consultations, comprehensive planning, program management, conceptual designs, plans and specifications, value engineering, construction phase services, soils engineering, drawing reviews, preparation of operating and maintenance manuals, and other related services.

¹ A municipality that entered into a project finance agreement with EFC before October 1, 2022, should reach out to EFC to discuss any new procurement of A/E services.

How must A/E services be procured?

Municipalities must procure A/E services pursuant to the provisions of 40 U.S.C. 1101 *et seq.* In general, these require:

- (i) Public announcement of the solicitation (e.g., a Request for Qualifications);
- (ii) Evaluation and ranking of the submitted qualifications statements based on established, publicly available criteria (e.g., identified in the solicitation). Evaluation criteria should be based on demonstrated competence and qualification for the type of professional services required (e.g., past performance, specialized experience, and technical competence in the type of work required);
- (iii) Discussion with at least three firms to consider anticipated concepts and compare alternative methods for furnishing services;
- (iv) Selection of at least three firms considered to be the most highly qualified to provide the required services; and
- (v) Contract negotiation with the most highly qualified firm to determine compensation that is fair and reasonable based on a clear understanding of the project scope, complexity, professional nature, and the estimated value of the services to be rendered. In the event that a contract cannot be negotiated with the most highly qualified firm, negotiation continues in order of qualification.

How does the municipality show compliance with the federal A/E procurement requirements?

Municipalities will be required to execute an EFC Certification for Architectural/Engineering Services Procurement for Federally Funded Projects in the form attached to this guidance ("Certification"). The Certification must be signed by an authorized representative of the municipality. It cannot be signed by a hired contractor or consultant.

What if the municipality does not generate interest from at least three firms?

A procurement of A/E services shall be considered in compliance even when the municipality does not generate three responses so long as the municipality made a good faith effort to publicly advertise and directly solicit participation.

What A/E documentation does a municipality need to keep?

The Certification and documentation evidencing completion of the procurement steps outlined above are required to be kept on file by the municipality and be made available for inspection upon EFC's request. These documents must be kept for the term of the EFC financing plus 6 years.

Are contract amendments subject to federal A/E procurement requirements?

Significant contractual amendments are subject to this requirement. Significant contractual amendments are amendments to existing contracts that have a value greater than \$100,000 AND introduce a new scope of work or task.



**Environmental Facilities Corporation Certification for Architectural/Engineering
Services Procurement for Federally Funded Projects**

Municipality:

EFC Project Number:

Contract ID	Contractor Name	Execution Date

I, , am an Authorized Representative of the Municipality.

I hereby certify that the Municipality has procured the Architectural and Engineering Services (as that term is defined in 40 U.S.C. 1102) for the contract(s) listed above in accordance with 40 U.S.C. 1101 *et seq.*, as outlined below.

- (i) Public announcement of the solicitation (e.g., a Request for Qualifications);
- (ii) Evaluation and ranking of the submitted qualifications statements was based on established, publicly available criteria (e.g., identified in the solicitation). Evaluation criteria should be based on demonstrated competence and qualification for the type of professional services required (e.g., past performance, specialized experience, and technical competence in the type of work required);
- (iii) Discussion with at least three firms to consider anticipated concepts and compare alternative methods for furnishing services;
- (iv) Selection of at least three firms considered to be the most highly qualified to provide the services required; and
- (v) Contract negotiation with the most highly qualified firm to determine compensation that is fair and reasonable based on a clear understanding of the project scope, complexity, professional nature, and the estimated value of the services to be rendered. In the event that a contract could not be negotiated with the most highly qualified firm, negotiation continued in order of qualification.

Authorized Representative

Title:

Date:



QUALIFICATIONS

Town of Boston

Engineering Services

Water System Projects



May 24, 2024

Allison Koczur, Executive Assistant to the Supervisor
Town of Boston
8500 Boston State Road
Boston, NY 14025

RE: Town of Boston, Engineering Services for Water System Projects, RFQ

Dear Ms. Koczur:

On behalf of the entire CPL team, I am pleased to submit our qualifications for the Town's request for Engineering Services for Water System Projects. This is an opportunity that our team is highly qualified for in both experience and competency, and with our nearby office in Buffalo, we can respond efficiently to project demands as they arise.

Our design team is well-acquainted with the Town's existing infrastructure, having successfully completed several projects including Water System Reports in 2020, the Boston Road Watermain and the Water Consolidation Study in 2021 and Water Main Improvement Phase 1 in 2022. Building on this past experience, CPL is well-versed in the tasks involved for the current project, offering a comprehensive range of professional services tailored to the Town's needs. Additionally, our strong relationships with local, state, and federal funding agencies provide us with a competitive edge. We are fully dedicated to delivering coordinated, high-quality solutions that this contract requires. Our infrastructure project resume boasts success stories in Genesee, Chautauqua, Wyoming, Livingston, Cattaraugus, Yates, Cayuga, Orange, Dutchess, Columbia, Albany, and Saratoga Counties. Notably, **CPL received the prestigious APWA State Award 2022 for Project of the Year in the Environment <\$5 M category for the Raw Water Intake Improvements in Saratoga Springs, NY**, demonstrating our commitment to excellence.

We recognize the significance of maintaining the integrity of your infrastructure and our team is poised to contribute expertise, innovation, and a steadfast commitment to excellence. We are thankful for the opportunity to have completed projects with you over the past few years and look forward to continuing our partnership to further enhance the trust you place in ensuring clean, safe drinking water for the community.

Very truly yours,
CPL

Eric Wies, PE
Vice President / Principal-in-Charge
585.402.7529
EWies@CPLteam.com

TABLE OF CONTENTS

Cover Letter.....	1
1 Firm Overview	2
2 Key Personnel	3-6
3 Project Approach.....	7-8
4 Similar Experience and References.....	9-10

We are engineers, architects, planners and technical specialists. We are community leaders, business owners and friends.

At CPL, we feel inspired every day to make our world a better place through exceptional design, dedicated service and lasting client relationships.

CPL has been serving public and private clients since 1975. Our team of over 480+ dedicated professionals provide design services of exceptional quality and value. We maintain offices in New York, Pennsylvania, Ohio, Georgia, Florida, North Carolina and South Carolina and offer expertise in architecture, engineering, planning and construction administration services.

CPL's philosophy grows from:

- Our Belief in Full Service Capabilities
- Our Focus on Personal Attention
- Our Commitment to Principal Participation

Being full-service means bringing innovation to our clients in terms of service delivery. Our highly collaborative and multi-disciplined team is capable of solving every challenge posed by your project. Our design professionals could literally create a city – from the earliest planning stages to the ribbon cutting– approaching every aspect of each project with full service, personal attention and principal participation.

Our in-house expertise includes:

- Civil Engineering
- Architecture and Interior Design
- Mechanical, Electrical & Plumbing Engineering
- Landscape Architecture
- Structural Engineering
- Transportation Engineering
- Municipal Services & Planning
- High Performance Design and Energy Performance Contracting
- CPL Creative Labs & Emerging Technologies

Among our national rankings:

Top 50 Architecture-Engineering Firms in the Nation for 2023

Building Design + Construction (BDC)

Top 500 Design Firms in the Nation since 2014

Engineering News Record



CPL BY THE NUMBERS

1975

Year Founded

480+

Total Staff

82

Licensed Architects

63

Licensed Engineers

47

LEED Accredited Professionals

21

Offices

9

Offices in New York

10

Interior Designers

7

AICP Certified Planners

4

Landscape Architects

Passionate People. Transformative Solutions.

CAPACITY AND RESOURCES

CPL has the available capacity to accomplish the work required within this contract and has adequate reserve staffing to cover any contingencies. In addition, the schedules of the individual team members have been reviewed to ensure their immediate and continuing availability. We are prepared to commit the required resources to the contract immediately and assure their continuing availability through each project until completion.

The team selected for the **Town of Boston** is led by **Eric Wies, PE**, a seasoned civil engineer with over 20 years of experience, and is comprised of specialists who have a long and successful history of teaming with communities and municipalities to provide responsive, cost-effective infrastructure analyses, feasibility studies, and an array of innovative design solutions that allow community leaders to **better manage the integrity of their infrastructure**.

Key personnel resumes are provided. Additional resumes available upon request.

Meet Your Team:



Project Team Leadership

Eric Wies, PE
Principal-in-Charge/
Senior Project Manager

Water & Wastewater

Project Managers

Daniel Insinna
Wade Starnes

Project Engineers

David Hardenbrook, EIT
Brandon Riggs
Colin Nims

Inspection

Andy Bork

Special Services

Environmental Review & Geotechnical

Norman Gardner, CPG

Sustainability

Greg Royer

Planning & Grant Writing

Justin Steinbach, AICP

MEP Engineering

Project Managers

Anthony Marchetti, PE
Richard Morelle
Jennifer Wengender, PE

Project Engineers

Joseph Bellanca
Gerry May, PE, LEED AP
Daniel Sze, PE

Subconsultants

Survey

Foit Albert Associates **MBE**

Water & Wastewater

JM Davidson Engineering **WBE**

Geotechnical

NW Contracting **WBE**

Planning/Environmental Review
CC Environmental & Planning **WBE**

Miscellaneous

Patriot Design & Consulting **SDVOB**



Eric C. Wies

PE

Principal-in-Charge | Senior Project Manager

Eric has more than 20 years of experience in civil and environmental engineering. Eric brings his high energy level, strong work ethic and decades of successful projects to the forefront when helping the clients and communities implement their projects. His most recent project experience includes the assessment and design of various water and wastewater treatment facilities.

EDUCATION

Bachelor of Engineering, Environmental Engineering, University of Central Florida

PROFESSIONAL REGISTRATION

Professional Engineer: NY



Daniel Insinna

EIT

Project Manager: Water/Wastewater Engineering

Dan is a member of our civil engineering team with nearly a decade of professional experience. His primary scope of work involves assessment and design of water distribution systems, water and wastewater treatment facilities and wastewater collection systems. He also provides unwavering support and aid to the team in the form of data analysis, project documentation, quality control and assurance and infrastructure evaluations.

EDUCATION

Bachelor of Science in Civil Engineering Technology, Rochester Institute of Technology

PROFESSIONAL REGISTRATION

Engineer-in-Training: NY



Wade Starnes

Project Manager: Water/Wastewater Engineering

Wade is a Senior Construction Project Manager at our Buffalo office, boasting over two decades of dynamic leadership in diverse construction settings. Recognized for his innovative approach to project planning and problem-solving, he has excelled in achieving project milestones and goals throughout his career and is dedicated to delivering project success, stakeholder satisfaction and the highest quality of work.

EDUCATION

- Master of Science, Environmental Management, University of San Francisco
- Bachelor of Science, Civil Engineering, University of Michigan

PROJECT EXPERIENCE

Town of Boston, NY

- Water Main Improvement Ph. 1
- Water Consolidation Study

LCWSA Water System

Improvements, Towns of Geneseo, Livonia, and Avon, NY

Town of Ashford West Valley Water District, Ashford, NY

Town of York Water District No. 4, York, NY

Town of Batavia Water Districts, Batavia, NY

Village of Westfield Water System Improvements, Westfield, NY

PROJECT EXPERIENCE

Town of Boston, NY

- Water Main Improvement Ph. 1
- Water Consolidation Study
- Water System Reports

Town of Oakfield Water Districts No. 3-10, Oakfield, NY

Village of Alfred Wastewater Treatment Plant Improvements, Alfred, NY

Village of Arcade Wastewater Treatment Facility Expansion, Arcade, NY

PROJECT EXPERIENCE

Town of Portland Water District No. 2, Portland, NY

Village of Alfred Water System Improvements, Alfred, NY

Town of Torrey Water District No. 1, Torrey, NY

City of Lackawanna, Franklin Park Splash Pad, Lackawanna, NY

Town of Eden, Town Hall Exterior Envelope Rehab, Eden, NY



Richard Morelle

Project Manager: M/E/P Engineering - Mechanical

Rich is a mechanical designer with over 36 years experience in operations, HVAC, DDC control systems, engineering, energy savings design, estimation, and project management. An expert in adaptive renovation and new builds, he has been involved in many aspects of project development and has the proven ability to develop and implement policies. His experience within a variety of industries makes him a valuable asset to the team.

EDUCATION

Bachelor of Technology and MET/Energy Option, Rochester Institute of Technology

PROJECT EXPERIENCE

Genesee County Water Supply Program Genesee County, NY

Livingston County Water and Sewer Authority, Lakeville, NY

Village of LeRoy Wastewater Treatment Facility Improvements, LeRoy, NY

Livingston County Emergency Operations Center Addition, Livingston County NY



Anthony R. Marchetti

PE

Project Manager: M/E/P Engineering - Electrical

Tony has acquired decades of experience in electrical engineering design, implementation and construction management. His expertise includes the design of normal and emergency power distribution systems, lighting systems, life-safety systems and communication systems for assignments involving highly complex municipalities, townships, villages, hospitals and educational entities. He is well-known for his ability to empower, engage and build rapport with almost everyone he comes in contact with.

EDUCATION

Bachelor of Science, Electrical Engineering Technology, State University of New York at Alfred

PROFESSIONAL REGISTRATION

Professional Engineer: NY, NC

PROJECT EXPERIENCE

Genesee County Water Supply Program Genesee County, NY

Alfred Wastewater Treatment Plant, Alfred, NY

Livingston County Water and Sewer Authority, Lakeville, NY

North Road Booster Pump Station, LeRoy, NY

Canisus Booster Pump Station, LeRoy, NY

Dutchess County, Emergency Response Center HVAC, Poughkeepsie, NY



Jennifer J. Wengender

PE

Project Manager: M/E/P Engineering - Plumbing

Jennifer has over 30 years of experience in mechanical engineering, where she has concentrated on plumbing and life safety. Since 1998, she has been designing plumbing, mechanical, fire protection and medical gas systems for CPL. Jennifer leads the plumbing department at the firm and has the role of Project Manager for several repeat clients. Her overall knowledge of codes including NYS, NFPA, DOH and SED and her ability to coordinate with Code Officials, make her a valuable part of the design team.

EDUCATION

Bachelor of Science, Mechanical Engineering, State University of New York at Binghamton

PROFESSIONAL REGISTRATION

Professional Engineer: NY, NC

PROJECT EXPERIENCE

Town of West Seneca, Sanitary Sewer Improvements, West Seneca, NY

Village of LeRoy Wastewater Treatment Facility Improvements, LeRoy, NY

Town of Elma, NY Gas service upgrades for new generator at Water Treatment facilities

Orange County Municipal Building Improvements, Goshen, NY

Town of Oakfield, NY - Schematic Design for Plumbing Systems for Town Hall

Extraordinary projects are made from extraordinary relationships.

We understand that Minority and Women's Business Enterprise (M/WBE) and Service-Disabled Veteran Owned Business (SDVOB) participation is encouraged for all projects with the Town. This is due to the goals established by the various funding agencies, including the New York State Environmental Facilities Corporation (NYSEFC).

CPL is very familiar with these requirements, with recent projects with the Village of Warsaw, Village of Brocton, Village of LeRoy, and Livingston County Water & Sewer Authority. Our typical approach is to meet or exceed the participation goals established for each project, but occasionally we do request a waiver.



MBE
SURVEY, BASE MAPPING, ENVIRONMENTAL REVIEW, INSPECTION SERVICES, ETC.

Since their inception in 1977, **Foit-Albert** has approached each new project with an open mind and sincere desire to create the best possible results for its customers.

The surveying group provides a full range of surveying services. Foit-Albert's survey field crews are equipped with current, state-of-the-art equipment supported by CADD graphic workstations. The surveying group has field crews located in Buffalo and Albany, allowing service to the entire State of New York effectively.

JM Davidson
Engineering, D.P.C.

WBE
WATER AND WASTEWATER PROCESS DESIGN, STRUCTURAL DESIGN, INSPECTION, SMOKE TESTING, ETC.

JM Davidson Engineering, D.P.C. (JMD) is a consulting firm located in Tonawanda, NY that offers a full range of civil engineering services, including water and wastewater, water resources, structural, transportation, and railroad design services.

The firm was founded in 2015 and has grown over the last seven years to include a diverse staff that not only can assist with a project from preliminary design through construction but are also experienced working with the Erie County Department of Environment and Planning, Division of Sewerage Management (ECDSM).



WBE
GEOTECHNICAL SERVICES, ENVIRONMENTAL REVIEW, ETC.

NW Contracting was founded in 1989 as a petroleum remediation contractor specializing in bio-remediation. Since then, their services have grown to include tank removals, excavation/disposal of contaminated soil and groundwater, complete in-situ remediation systems, environmental and geotechnical subsurface investigations/drilling, and complete fuel system installs and maintenance.



WBE
WETLAND DELINEATION, PLANNING, ENVIRONMENTAL REVIEW, ETC.
CC Environment & Planning was formed

in 2009 to provide environmental expertise for communities, corporations, developers, and conservation organizations. The firm provides innovative and integrated services that facilitate a balanced approach to land use, conservation, and economic and community development.

The success of CC Environment & Planning is based on a strong network among federal, state, and private entities including regulatory agencies, economic development organizations, municipal government, planners, watershed groups and nonprofit organizations.



SDVOB
SURVEY, CIVIL ENGINEERING, MECHANICAL ENGINEERING, PLUMBING, ETC.

Patriot Design & Consulting (DBA for Tolman Engineering, Architecture & Surveying, PLLC) provides civil, mechanical, environmental and municipal engineering services, architectural design and land surveying. Patriot Design & Consulting was founded in 2002 in Jamestown, NY, by US Army veteran Rex Tolman.

The firm built its reputation on delivering quality design and performance for local municipalities and the Veterans Administration, working efficiently in partnership with many specialized firms and general contractors throughout the region.

Project Understanding and Approach

PROJECT SUMMARY & APPROACH

The Town of Boston (Town) is looking for a partnership with an Architectural/Engineering firm to help with projects and initiatives over the next 3-years. The relationship between the Town and CPL stretches back several years and we hope to continue the relationship for years to come.

The primary focus on the RFQ is related to the water system, which is owned by the Town and operated by the Erie County Water Authority (ECWA). The Town is applying for funding through the NYSEFC for a water main replacement project, including approximately 20,300 linear feet of water main in various locations. These locations have been identified by both the Town and ECWA as priorities to be replaced based on their break history and the age of the existing water mains. The system will continue to operate identically to its existing process but would greatly improve the reliability and ease of operation of the system.

The project referenced in this RFQ is anticipated to be funded with NYS and/or Federal loan and grant funds. All project bidding, construction administration, and inspection/closeout activities associated with the project could be performed in accordance with NYSEFC, Community Development Block Grant, and/or USDA Rural Development requirements and regulations.

LOCAL KNOWLEDGE

CPL is very familiar with the Town water system, having served as the trusted advisor for the past several years on water system initiatives, including:

- Completion of a comprehensive consolidation study of the existing water districts. The study also included cost scenarios for the expansion of public water into the remaining areas of the Town.
- Engineering services related to the replacement of approximately 1,450 LF of watermain main along Boston State Rd. between Meadow Dr. and Ripple Dr. The project was completed in 2022.
- Engineering services related to the replacement of approximately 10,770 LF of 6, 8, and 12-inch water main and appurtenances on portions of Heinrich Road, Herman Hill Road, South Abbott Road, Valley Circle Lane, and Zimmerman Road. The project is anticipated to be bid in the coming weeks and slated for completion in early 2025.

More recently, CPL is assisting the Town with submitting finding applications to complete the implementation of the priority projects identified by the ECWA. The completion of which will be critical in transitioning the system fully to the ECWA.

PROJECT TEAM

When you walk into our office in Buffalo, you will notice that our people are intermingled throughout the space. This results in true collaboration amongst all the disciplines in the office. This is also true regarding the way CPL works as an organization as well, as every core group works together towards a common goal, to be successful and to provide excellent service to our clients.

As a result, the Town truly has the resource of 480 people at CPL at your disposal. We would encourage you to visit <https://cplteam.com/services>, which will provide you with a full list of services we provide. An example is our technology team that can scan the exterior and interior of buildings, creating digital models, imagery that allows people to remotely walk-through spaces, and digital rendering of new spaces.

With that in mind, we also recognize that a core group of people and familiar faces is needed. These people are listed in the organizational chart starting with Eric Wies, who will be the primary point of contact for every project, serving as principal-in charge and senior project manager. The project team is further broken down into several primary disciplines including water & wastewater, and MEP. As projects are assigned to CPL, Eric will work with the Town to determine which team members should be assigned based on their strengths, expertise, and project familiarity.

We have also included a list of potential team members that are considered special services. This includes Norm Gardner, who is a certified geologist, Justin Steinbach, certified planner, and Greg Royer, who is our sustainability practice manager.

EXPERIENCE WITH NYSEFC, USDA RD AND CDBG FUNDED PROJECTS

CPL has established strong partnerships with many municipalities across western New York, primarily due to our expertise in securing necessary funding for

PROJECT APPROACH

projects. We recognized early on that municipalities often lack the experience and connections with funding agencies to obtain financing. Our business model addresses this gap, resulting in the successful implementation of hundreds of projects.

The table below includes a small snapshot of some of the most recent funding success stories. In addition, we have identified the following recent funding awards in western NY:

Town of Alfred

- Phase 1 Wastewater Study – NYSEFC-EPG
- Phase 2 Wastewater Study – NYSEFC-EPG
- Water System Improvements – NYSEFC-WIIA & CDBG
- Wastewater Treatment Improvements – NYSEFC-WIIA

Town of Bolivar

- Phase 1 Wastewater Study – NYSEFC-EPG
- Phase 2 Wastewater Study – NYSEFC-EPG
- Collection System Improvements – CDBG
- Wastewater Treatment Improvements – NYSEFC-WIIA

Town of Ripley

- Water District No. 4 – USDA-RD
- Water District No. 5 – USDA-RD
- Sewer District No. 2 – USDA-RD
- Water System Study – USDA-RD
- Phase 1 Wastewater Study – NYSEFC-EPG
- Phase 2 Wastewater Study – NYSEFC-EPG
- Main Street Sewer Replacement – CDBG
- Wastewater Treatment Improvements – NYSEFC-WIIA

The table represents a sampling of NYS projects and sources from which CPL has been able to assist clients in obtaining grants or other low/no interest loans specific to water and wastewater. This is not an all-inclusive listing of projects.

CLIENT	PROJECT NAME	GRANT AMOUNT	FUNDING SOURCE
Akron, Village of	WWTF	\$1,938,000	EFC & NYSDEC
Alfred, Village of	Collection System Study - Phase 2	\$50,000	EFC
Alfred, Village of	Collection System Study	\$30,000	EFC
Almond, Village of	Wastewater Study	\$40,000	EFC
Arcade, Village of	WWTF	\$1,200,000	EFC
Batavia, Town of	Pratt Road Sewer	\$24,000	EFC
Bergen, Village of	Collection System Study - Phase 2	\$50,000	EFC
Bergen, Village of	WWTF Disinfection	\$137,500	WQIP
Bolivar, Village of	Collection System Study - Phase 3	\$100,000	WQIP
Chautauqua County	Development of the County's water system	\$1,000,000	EFC
Elba, Village of	UV Disinfection	\$288,750	WQIP
Elba, Village of	Collection System Study	\$30,000	EFC
Independence, Town of	Wastewater Study	\$30,000	EFC
LCWSA Livingston County	Collection System Study - Phase 3	\$100,000	EFC
LCWSA Livingston County	Sewer Vac Truck	\$450,000	LGE
LCWSA Livingston County	Groveland WWTP Disinfection	\$367,576	WQIP
LCWSA Livingston County	Lakeville WWTP	\$198,055	WQIP
LCWSA Livingston County	Collection System Study - Phase 2	\$100,000	EFC
LeRoy, Village of	WWTP Disinfection	\$1,000,000	WQIP
Niagara Falls Water Board	LaSalle Sewer Planning Study	\$100,000	EFC
Niagara Falls Water Board	LaSalle Sewer Construction Improvement	\$800,000	WQIP
Oakfield, Town of	Sanitary Sewer Study	\$24,000	EFC
Owego, Town of	Biosolids Mgmt & Outfall Sewer Study	\$50,000	EFC
Pembroke, Town of	Sewer Districts 1 & 2	\$3,270,000	NYSDEC
Pomfret, Town of	Collection System Study	\$30,000	EFC
Pomfret, Town of	Water Meters	\$135,000	GIGP
Ripley, Town of	Collection System Study	\$30,000	EFC
Sheridan, Town of	Collection System	\$24,000	EFC
Warsaw, Village of	WWTF Improvements	\$1,812,000	EFC & NYSDEC
Warsaw, Village of	I&I Study	\$50,000	EFC
Wyoming County WRA	Silver Lake LWRP	\$148,750	DOS
York, Town of	WWTP Disinfection	\$750,000	WQIP
York, Town of	WWTP	\$24,000	EFC

EFC - Environmental Facilities Corporation

LGE - Local Government Efficiency Grant Program

DOS - US Department of State Grant

WQIP - Water Quality Improvement Project

GIGP - Green Innovation Grant Program

Village of Alfred

Capital Improvement Plan

Location: Alfred, NY

Client: Village of Alfred

Completion Date: Ongoing

Contact Person: Tom Costello, Director of Public Works
607.587.9188, alfredwastewater@yahoo.com

The Village of Alfred water system is complex for a small municipal system and includes two well houses, three booster pump stations, three storage tanks or reservoirs, and five pressure zones. Many components of the distribution system are towards the end of their service life and are in need of repairs, upgrades, or being brought out of service.

Portions of water main within the system are approaching 60 years since their installation and the wellhouse/pump station buildings are not in a suitable condition for

extended future use. In addition, water storage tank #3, being originally constructed in 1903, is approaching 120 years of service.

The capital improvements being considered include the replacement of 13,000 linear feet of transmission main from the well houses to Belmont Road, improvements to Well House #1 and #2, improvements to the booster pump stations, replacement of 8,000 linear feet of water main in the Pine Hill area, replacement of the water storage tank(s), and upgrades to the meters for Alfred University with associated piping replacement.



Village of Arcade

Capital Improvement Project

Location: Arcade, NY

Client: Town of Arcade

Completion Date: 2019

Contact Person: Larry Kilburn, PE
Superintendent of Public Works, 585.492.1111 Ext. 113

In 2019, the Village of Arcade retained CPL to perform a comprehensive update of its Water System Capital Improvement Plan (CIP) that was completed in 2011. The CIP re-evaluated the conditions of all existing Village owned and operated potable water facilities including within the Hamlet of Sandusky, Town of Freedom and Town of Arcade.

The CIP provided a comprehensive update of the existing water system and equipment, provided updated costs for improvement and provided recommendations for upgrades that will be necessary in the near future.

It also provided critical information for prioritizing these improvements as well as outlining the next steps of the grant application process.

The CIP report provided the Village with the necessary information for the evaluation and assessment of the condition of the existing Water System infrastructure and operations, including providing conclusions, and making recommendations for improvement. The report identified potential funding sources and included cost estimates, a financial analysis of the cost impact to users and outlined the next steps and implementation strategies.



Village of Elba

Water System Improvements

Location: Elba, NY

Client: Village of Elba

Completion Date: 2018

Contact Person: Norman Itjen, Mayor
585.409.4540, Litjen@rochester.rr.com

CPL was hired by the Village of Elba to provide engineering services for improving their existing water system. This was done in phases in order to expedite providing a new water supply to the Village as soon as possible.

Phase 1 involved abandoning the Village's existing Chapel Well supply, which had poor water quality and making a new water supply connection to the Town of Batavia Townline Water Project along NYS Route 98. Phase 2 involved the replacement of approximately 20,000 linear feet of 6", 8" and 12" water main, valves, hydrants, over 250 water services, and rehabilitating the existing water storage tank.

CPL worked closely with the Village of Elba and Town of Elba throughout the project because the Town was planning a separate town wide Water District which surrounded the Village. This was critical because the two water systems would be interconnected in several locations. Additionally, the Town was constructing a



new 350,000 gallon water storage tank. Instead of rehabilitating the Village's existing tank, the Village made a one-time contribution to the Town of Elba tank for fire protection and also deeded the existing Village tank lands to the Town for construction of the new Town tank.

Genesee County

Water Supply Program

Location: Genesee County, NY

Client: Genesee County

Completion Date: Ongoing

Contact Person: Tim Hens, Highway Superintendent
585.344.8508

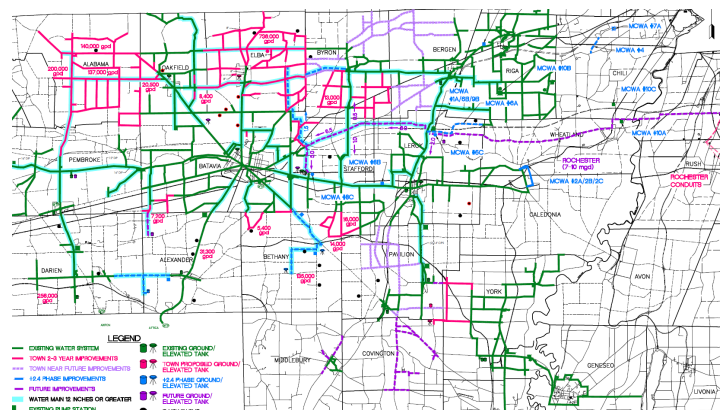
CPL assisted Genesee County in developing a county-wide water distribution system. Our efforts began in 1997 when the Genesee County Legislature created the Genesee County Water Resources Agency (GCWRA) to assist in addressing on-going water problems.

Working closely with the GCWRA and local officials, CPL facilitated the inter-municipal collaboration needed to resolve the many water-related problems facing the County.

The resulting Genesee County Water Supply Program involved the integration of County water resources with the regional water supply systems of the Monroe County Water Authority (MCWA) and the Erie County Water Authority (ECWA) along with the continued use of the City of Batavia Water Treatment Plant.

In 2017, the County embarked on an ambitious plan to provide service to other areas of the County. Phase II of the Program involved 28 miles of new water main,

5 new pump stations, upgrades to 5 existing pump stations, rehabilitation of 4 water storage tanks and additional upgrades to the Batavia Water Treatment Plant. These improvements provide water to the Town and Village of Elba, Town of Alabama, Town and Village of Alexander, Town of Bethany, and enhance supply in areas that were considered in Phase I of the Program.



TOWN OF BOSTON

Engineering Services for Water System Projects

May 24, 2024

Submitted by

**DuBois
& King** inc.



Image from boston-ny.com



130131X
May 24, 2024

Allison Koczur, Executive Assistant to the Supervisor
Town of Boston
8500 Boston State Road
Boston, NY 14025
Sent via email to: supervisor@townofboston.com

Subject: Engineering Qualifications - Town of Boston

Dear Allison and Members of the Selection Committee,

The Town of Boston is requesting qualifications for engineering services related to needed water system improvements throughout multiple water districts. The Town and Erie County Water Authority have identified over 20,000 linear feet of water main that is in need of replacement due to age-related deficiencies and based on continued and frequent break history. DuBois & King, Inc., (D&K), doing business in New York as D&K Consulting Engineers, PC, is pleased to present our qualifications to complete professional services related to the planned improvements. D&K's experienced team is prepared to complete the design, prepare final design documents, and provide bid and construction phase support and additional special services as required by the Town. We are very excited about the opportunity to assist the Town to achieve improvements to important local infrastructure under this contract.

The D&K team includes licensed professionals with significant experience in water system improvement projects. As a full-service, 160-person firm, we can provide the services needed to successfully develop water infrastructure projects using in-house team members and subconsultant partners. Our team's strengths include:

- **Multidisciplined Engineering Support.** The D&K team comprises experts in public works improvement projects, including civil, structural, environmental, and geotechnical engineers with decades of valuable experience.
- **Respected Water System Experience.** We have completed a variety of similar water supply system and water main improvement projects from concept to construction in communities throughout the Northeast. In addition to our professional engineering staff, several of our key team members are also water system operators and have a keen awareness of the operation and maintenance issues driving this project and the importance of installing reliable infrastructure that will be easy to care for over the long term. The firm has demonstrated experience working successfully to complete innovative water system designs in many urban and rural communities.
- **Location.** D&K's local office in Hamburg will allow us to respond to project needs quickly and efficiently. We have also teamed with two certified WBE subconsultant partners: King Consulting Engineers and Land Surveying, PC, of Depew will provide topographic survey services, and NW Contracting, Inc., of Alden will provide geotechnical and subsurface exploration services.



I will serve as the primary contact and oversee firm services under this contract. I am a New York-licensed Environmental Engineer and hydrogeologist with 30 years of project experience performing detailed investigations for a variety of water resources projects. Design services will be led by our New York-licensed Senior Environmental Engineer Jon Ashley, PE, who has 31 years of experience with the management and design of water infrastructure improvement projects.

On behalf of our team, we appreciate your consideration of our proposal. We look forward to building a successful relationship with the Town. If you have any questions or wish to discuss our proposal in further detail, I can be reached at 716.926.9195 or ahoak@dubois-king.com.

Sincerely,

DuBois & King

A handwritten signature in blue ink, reading 'Andrew Hoak', is positioned below the company name.

Andrew Hoak, PE, PG
Project Manager

FAMILIARITY WITH THE TOWN OF BOSTON'S WATER SYSTEMS

DuBois & King understands that the Town of Boston's water system includes three Town-operated water districts that supply water from the Erie County Water Authority (ECWA) to the residents of the Town. Water District 1 is located along Boston State Road extending from the northern Town boundary to the southern Town boundary. Water District 2 is generally situated west of Water District 1 while Water District 3 is located east of Boston State Road in the northern quadrant of the Town boundaries. In addition, there are three water storage tanks and one booster pump station.

The Town is currently under a lease management contract with the ECWA to operate and maintain the water infrastructure. The Town and ECWA are committed to provide safe and reliable potable water to the residents of the Town of Boston. Many of the existing facilities are beginning to reach the end of their useful life and are showing signs of deterioration and unreliability. Multiple locations within Water Districts 1 and 2 have been identified as priorities for water main replacement based on the age of the water main and the history of water main breaks in the area. The Town has experienced the inability to provide its residents with reliable water, both for consumption and fire protection. At times, residents have reported cloudy water and air in their plumbing due to broken joints and debris entering the system.

D&K understands that the Town has applied for funding through the New York State Environmental Facilities Corporation (NYSEFC) for replacement of approximately 20,300 feet of water main. In an effort to improve ease of operation and reliability of the system, several locations have been identified by ECWA and the Town to be replaced. As recently as November 2023 the ECWA presented the Town with a priority list of proposed capital improvement projects. Projects were identified based on the level of risk posed by potential failure of a given line, including the number of properties impacted, the type of property impacted, and the complexity of the emergency repair that would be necessary should the line fail. The highest ranked project includes providing a secondary source of water through a supplemental feed line located south of Liebler Road. Several alternatives have been presented for the secondary feed line location, including along Polish Hill Road, Boston Cross Road or Boston Colden Road.

Additional projects that have received a high-priority ranking include the following:

- Replacement of 2,010 feet of 12-inch main on Heinrich Road from Rte 219 to Zimmerman Road;
- Replacement of 1,250 feet of 12-inch main on Zimmerman Road from Heinrich Road to Boston State Road;
- Replacement of 2,730 feet of 12-inch main on Boston State Road from Boston Cross Road to Boston Colden Road;
- Replacement of 2,725 feet of 8-inch main on South Abbott Road from Herman Hill Road to the Orchard Park Town Line;
- Replacement of 4,500 feet of 8-inch main on Back Creek Road from Zimmerman Road to Cloverfield Drive; and
- Replacement of 5,600 feet of 12-inch main on Boston State Road from Chestnut Ridge Road to Patchin Road.

The Town has approximately 61 miles of water main divided between four different pipe materials. The majority of the mains are PVC and cast iron, with some small areas of ductile iron and asbestos concrete. Most of the oldest water mains in the town are cast iron. Due to its tendency to become more brittle with age, many of the breaks in the system have occurred in sections of cast iron water mains.

Operating pressures throughout the Town vary based on the multiple pressure zones in the system. Much of the areas downstream of the Town of Boston pump station are between 90-110 psi for their normal operating pressure, while on the suction side of the pump station, pressures range from approximately 40-80 psi depending on elevations in the pressure zone. The Town has a third pressure zone on the west side that has pressures varying between 70-100 psi. The locations with the lowest pressure in the Town tend to be the multiple dead ends throughout the water system. The Town has more than fifteen dead ends longer than 1,000 feet that require frequent flushing; some of these dead ends have pressures that are as low as 30-35 psi under normal operation. Given that the system does not have any automatic air relief valves, ECWA personnel have to manually open hydrants to allow air to escape the system.

Project Management Approach

A principal component of D&K's project management approach is proactive and regular communication, including frequent and timely communication with the Town. By listening and thoroughly understanding project objectives, D&K engineers strive to function as adjunct Town personnel. Constraints presented by budget, environmental issues, regulations, or the construction process itself can be successfully navigated by maintaining effective communication. Based on experience with similar projects, the following management approach has been successful in achieving project objectives:

Management and Design Team. Assign a capable project manager who will be the primary point of contact with the Town and who has the experience to keep the project on track. Assign a design team with the experience and expertise required to efficiently complete the project. D&K's Project Manager and the design team assigned to the project meet these criteria.

Issue Identification and Resolution. Identify, discuss, and resolve key design issues as early as possible. These issues may include right of way, historical and environmental investigations, drainage, impacts to individual properties, utilities, existing vegetation, drive crossings/treatments, ADA compliance, crosswalks, signage, pavement markings, and safety. Early identification is critical for timely resolution.

Communications. Establish and maintain client involvement/communications through regularly scheduled meetings and submission of monthly progress reports throughout the project and phone/email communications as warranted. It is important to establish early and continuous communication with the various stakeholders, including the regulatory agencies that have jurisdiction over elements of the project, property owners, utilities, the Town, and the general public. Proactive discussion of this project with natural regulatory agencies will be important to the successful completion of this project.

Quality Assurance and Control

We understand that the Town relies on the accuracy and quality of the information contained within our engineering deliverables to make decisions that have significant financial implications. Accurate information and high quality service is a central focus and integral component of D&K's quality assurance and quality control procedures.

Quality assurance includes standardized policies, procedures, and processes established to ensure that the development of a project and the services provided meet the project objectives and client goals. D&K's QA/QC procedures require independent peer review of technical engineering deliverables at key milestones, including constructability reviews. These

independent reviews assure that industry standards are achieved. D&K's Project Managers have quality control responsibilities as part of every project management plan and have the responsibility for assuring that quality control procedures are followed and achieved.

Ability to Meet Schedules and Budgets

Many senior firm leaders have more than 25 years of service with the firm. With this longevity of key staff, we have developed mature project management methods and communication protocols to effectively deliver the services of an integrated project team. D&K's contract and project managers utilize established management systems and project scheduling and critical path software tools for the purposes of monitoring and managing project schedules and budgets, as outlined below:

- ♦ The firm utilizes engineering-based project accounting software to track project budgets. This budget management software is available to D&K Project Managers.
- ♦ Project managers track weekly expenditures including staff time and direct expenses.
- ♦ Project managers participate in weekly workload coordination meetings. In these meetings, managers discuss the work effort that week, and the coordination and related issues. This is a forum to identify and resolve potential schedule conflicts.
- ♦ Contract and project managers are provided with weekly time and charge reports from the firm's accounting software. These reports provide project information, such as labor expended and expenses. This information is used to track project-expended labor against project-completed milestones, and this information is used to manage project schedules and budgets.

By following the steps below, we will assure the project is developed in a timely and cost-effective manner:

- ♦ Understand project goals, limits, and objectives.
- ♦ Identify regulatory requirements and actions early on with regard to local, state, and federal permitting.
- ♦ Work closely with all project participants as a team.
- ♦ Define a scope and schedule that allows for adequate time to perform reviews, acquire easements, and solicit public input as appropriate.
- ♦ Enable the Town to reach informed, fact-based decisions.
- ♦ Gain concurrence on issues and document decisions.
- ♦ Develop deliverables consistent with the Town project development process.

TECHNICAL APPROACH

D&K envisions four basic project development components:

- ♦ Establish project needs
- ♦ Develop design plans and specifications
- ♦ Submit permit applications
- ♦ Provide bid and construction phase services

Establish Project Needs

D&K will assess the existing infrastructure and consult with the Town to establish project needs. D&K will complete a field survey, a formal site assessment, and a desktop review of available information to evaluate existing conditions and design limitations. D&K will develop alternatives for water main replacement and evaluate the use of trenchless technologies, including pipe bursting or relining.

Design Plans and Specifications

D&K will provide a fully compiled set of construction documents, including stamped plans, specifications, front-end bid documents, and a final engineer's opinion of probable construction cost for the project locations. The construction documents and bid package will depict the proposed water main improvements and provide instructions to bidders and the selected contractor.

Permit Submissions

Ultimately, any improvements will require coordination and approval from applicable regulatory agencies. D&K has a strong professional relationship with state and federal regulators and anticipates involving them in discussions early on in the project. In our experience, early communication with regulators is a critical activity to efficiently advance any project. D&K's approach is to coordinate with state, county, and town regulators to determine the appropriate approvals needed, discuss the content of permit application materials and timeline for submission, and maintain open and frequent communication so that all parties are informed as the project progresses. D&K assumes that all permitting application fees will be paid by the Town.

Bid and Construction Phase Services

Once the design has been completed, accepted, and permits are in place, D&K will provide bid phase services, including attending a pre-bid meeting with interested parties, responses to bidders questions through the bid phase, issuing addenda, preparing a bid tab, evaluating bids, and making a recommendation for award.

D&K will respond to contractor design-related requests for information, attend a pre-construction meeting, provide shop drawing and pay request reviews, and provide construction observation site visits. For budgeting purposes, our approach provides for full-time observation during the construction period.



FIRM QUALIFICATIONS

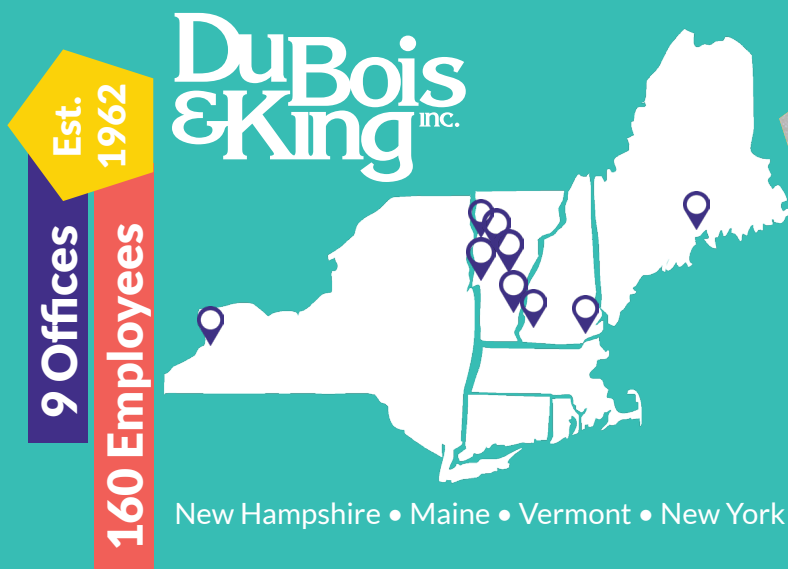
D&K, doing business in New York as D&K Consulting Engineers, PC, is licensed as a corporation to do professional engineering in New York State. D&K is a multidisciplinary consulting firm serving state, federal, and municipal clients throughout the Northeast. With an office in Hamburg, New York, and additional locations in Vermont, New Hampshire, and Maine, D&K is a 160-person, employee-owned C Corporation that provides professional planning, design, construction phase and engineering services in water resources, civil/site, transportation, mechanical, electrical, structural, water/wastewater, environmental documentation and permitting. D&K will serve as the primary contact and provide management and quality control of services for this project. D&K will manage delivery of services and coordination with the Erie County Water Authority. The firm's local presence, long history, and experienced staff will provide the Town with a local, responsive, efficient, and knowledgeable consultant partner.

D&K has nearly 60 years of experience in the design of distribution mains, pump stations, water source development, treatment systems, storage facilities, and related appurtenances and structures necessary for upgrades, expansions, or newly permitted public and private water systems. D&K is experienced in providing system evaluations, including pressure and flow measurements, field testing, hydraulic and laboratory analyses, modeling, booster pump station design, reservoir siting, investigations, test well programs, and bid phase and construction phase support. Firm professionals develop innovative water supply methods that offer cost-effective solutions to improve water systems and meet the current and future needs of users.

Service areas include:

- ◆ Feasibility Studies
- ◆ Evaluation of Existing Facilities
- ◆ Projection of Future Demands
- ◆ Recommendations to Maximize Yield
- ◆ Hydrogeologic Analysis
- ◆ Aquifer Modeling
- ◆ Supply Source Development
- ◆ New Source Permitting and Testing
- ◆ Water Treatment
- ◆ Source Protection
- ◆ Booster Pump Stations
- ◆ Fire Protection Systems
- ◆ Storage System Design
- ◆ Pumping, Transmission, Distribution
- ◆ Hydraulic Modeling of Distribution Systems
- ◆ Controls and Telemetry Systems
- ◆ Funding Assistance
- ◆ Bid and Construction Phase Services

With 160 employees, D&K has the depth of a medium-sized firm while offering the local, personalized service of a small company. Services for this project will be managed from our Hamburg office, which is only minutes from the various project locations. Descriptions of the qualifications of the key staff assigned to provide services for the project follow.



TOWN OF BOSTON WATER SYSTEM PROJECTS

Resumes for key staff are included as an attachment.

Andrew Hoak, PE, PG, Project Manager/Senior Civil Engineer, is a licensed Environmental Engineer with 30 years of project experience and extensive experience performing detailed site investigations and overseeing civil/site, natural resources, and utility projects, including drinking water, wastewater, and stormwater infrastructure and design of water quality projects. With specialties in hydrogeology and environmental engineering, Andy has successfully completed environmental investigations and remediation, water supply development and protection, decentralized wastewater disposal, site development, and land use planning.

Role: Andy will oversee D&K staffing and project coordination, and will serve as the primary contact. He will also be responsible for supervision field investigations and permitting.

Jon Ashley, PE, Principal-in-Charge, has 31 years of environmental and civil engineering experience. The Director of the Public Works Division, Jon's experience includes planning, management, and design of water and sewer projects and stormwater collection and treatment. He has prepared studies to evaluate the consolidation of community water systems and developed alternatives for improved potable water supplies and fire protection. He brings practical experience as a former Water System Operator and specially trained RTCR Level 2 Water System Assessor, which has included inspection of numerous water storage tanks, sources, and distribution systems. He has performed Level 2 Drinking Water Assessments on water systems for the VT DEC, and completed PERs and other studies and assessments for wastewater, stormwater, and drinking water projects throughout the northeast. He has provided water, wastewater, and stormwater engineering for several manufactured housing communities (MHCs).

Role: Jon will provide senior-level quality assurance review of deliverables.

John Kenney, PE, PhD, LEED AP, Senior Civil Engineer, has 18 years of civil management, permitting, and design experience. He has participated in government, institutional, and commercial site development and renovation projects. John worked on the Ozone System Replacement for Bangor Water District, along with many other site projects throughout Maine. John has experience working with MHC's and other types of housing projects.

Role: John will lead the team in identifying and evaluating system alternatives and will provide QA/QC review of plans and design calculations.

Nick Sceggell, PE, LPA, is a Senior Civil Engineer with 19 years of experience working with municipal, nonprofit, and commercial clients on a diverse portfolio of design, construction management, and environmental planning projects. He has significant experience on civil/site and utility projects, including drinking water, wastewater/sewer, and stormwater infrastructure. Nick developed water system models for DWSRF-funded water system improvements in Proctor and Peacham and he has provided water system technical assistance, asset management planning, and design for several communities in the northeast. Nick was the project manager for water main extensions and interconnections for Bow, NH, and a project engineer for a water main replacement in Laconia, NH.

Role: Nick will provide senior technical direction to staff for the development of the project.

Aimee Rutledge, PWS, CPESC, CPSWQ, Permitting Specialist, has 25 years of experience completing environmental work, including environmental assessments; wetland delineations, and mitigation site design and monitoring; restoration design; ecological assessments; wildlife inventory and assessments; threatened and endangered species surveys; wetland functions and values assessments; and erosion and sediment control design and monitoring. Aimee is experienced in communicating with government, academic, and industry researchers and scientists, including attending meetings with third parties/clients and representing clients at public meetings and hearings. She has extensive knowledge and experience navigating the state and federal regulations and permits in New York, as well as Vermont and Rhode Island, and has established working relationships with the agencies and staff.

Role: Aimee will provide permitting assistance.

Jake Tracy, EIT, Environmental Engineer, has 11 years of experience in multiple states as a civil and environmental engineer. He has worked on water projects addressing groundwater, surface water, drinking water, and wastewater quality and management. These projects have included site investigations, soil and groundwater remediations, pumping systems and stations, treatment facilities, drainage systems, and performing Phase I and II ESAs. Jake is experienced at coordinating with regulatory agencies and managing/completing state regulatory requests. He specializes in interpreting analytical data and preparing detailed final analytical reports.

Role: Jake will be responsible for addressing environmental issues, if encountered.

TOWN OF BOSTON WATER SYSTEM PROJECTS

Antonio Sanz, Jr., Senior CAD Technician, has 23 years of experience as a Senior Designer and Resident Project Representative responsible to support environmental, civil/site, and transportation assignments. These projects include facility site design and remediation, small community water and wastewater systems, dams, slopes, and on-site wastewater disposal systems. As Resident Project Representative, Antonio is responsible for observation, review of technical specifications, data collection, and performing construction observation. Antonio has performed site investigations, inspections, evaluations of existing systems, developed designs, and completed permitting and construction observation. As a Design Technician, Antonio's responsibilities include development of project plans as well as permit applications for water and wastewater systems. He regularly conducts annual wastewater systems inspections in various communities.

Role: Antonio will assist with field work to evaluate and map existing water systems, developing the project designs, permitting, and construction observation.

Justin Nalbach, EIT, Civil Engineer, has experience assisting communities with design and permitting of water, wastewater, and stormwater improvements. Justin assisted with the preparation of Preliminary Engineering Reports (PERs) and quarterly reports for 11 mobile home communities in 2023 for the VT DEC's ARPA Healthy Homes Initiative. His work included assessment of the communities' water, wastewater, and stormwater needs, developing concept plans for alternatives to address their needs, developing construction cost opinions and life cycle cost analyses and evaluating non-monetary factors for selecting the preferred alternatives, and developing preliminary designs and costs for the preferred water, wastewater, and

stormwater alternatives. He has assisted with the design of municipal wastewater pump stations and municipal water system booster pumps and hydropneumatic tanks.

Role: Justin will assist senior staff to evaluate alternatives and develop design plans and permit applications.

John Insinna, Staff Engineer, has experience in environmental engineering. John has assisted with cost estimates, construction site inspections, daily logging and reports, and survey stake points in site preparation for construction. His responsibilities include providing design work, research, scheduling, budgeting, site reviews, and calculations for civil and environmental engineering projects. His specific experience has included assisting with a topographic and utility survey, a stormwater construction general permit, and a site survey and civil design project.

Role: John will assist senior staff to evaluate alternatives and develop design plans and permit applications.



Experience with NYSEFC, USDA-RD, and CDBG-Funded Projects

D&K has extensive experience coordinating and preparing grant/loan funding applications and associated documentation for the planning phase, as well as future design and construction phases. The firm has experience conforming to our professional services agreements to meet the requirements of a variety of state and federal funding agencies, including CWSRF, DWSRF, and CDBG funded projects.

D&K staff have worked with state and federal funding programs across the Northeast, including the USDA Rural Development (RD) Grant and Loan program. D&K works with staff from the agencies during the planning, design, and construction phases of a project to maximize eligibility and to monitor contractor compliance with the procurement and construction contract documents.

D&K's Director of D&K's Public Works and Facilities Division, Jon Ashley, PE, participates in the Engineering Liaison Committee meetings held periodically by RD and in meetings and hearings regarding state and federal funding and technical programs, policies, and protocols. In addition, he participates in a current series of funding planning meetings for the American Rescue Plan Act (ARPA) and other emerging federal funding programs.

Project Minority Business Enterprise/Women's Business Enterprise (MWBE) Participation

D&K is an EEO that provides a positive and continuing affirmative action program. Our team has long-term relationships with certified DBE businesses, including WBEs and MBEs, and we work with them regularly on a range of federally-funded projects. D&K actively pursues DBE teaming partners and has long-term relationships with DBE firms providing specialty services.



Project Experience

Water System Improvements, Peacham Fire District No. 1

Peacham, VT

Contact: Jonathan Kaplan

Phone Number: 802.751.9903

Date of Completion: Construction was completed in June 2020

Budget: \$627,342

Relevance: D&K completed design, permitting, bid, and construction phase services to replace 3,083 feet of water line, hydrants, valves, and metering as part of a 9,110-linear-foot distribution system with 55 connections serving 117 people. The existing circa 1927 water lines were deteriorating and in need of replacement due to frequent leaks and need for emergency repairs. D&K prepared a preliminary engineering report (PER) that included development of a WaterCAD hydraulic model for the system alternatives to address high and low pressure zones. D&K prepared an Environmental Report and final design documents for the project. D&K assisted the client in completing and submitting a Planning Loan application to the Vermont Drinking Water State Revolving Fund. D&K was responsible for completing record drawings, operation and maintenance manual updates, and certification letter submittal for the close out of the water supply construction permit.



Peacham Fire District No. 1

SAFD2 Water Distribution System Expansion, South Alburgh Fire District No. 2

Alburgh, VT

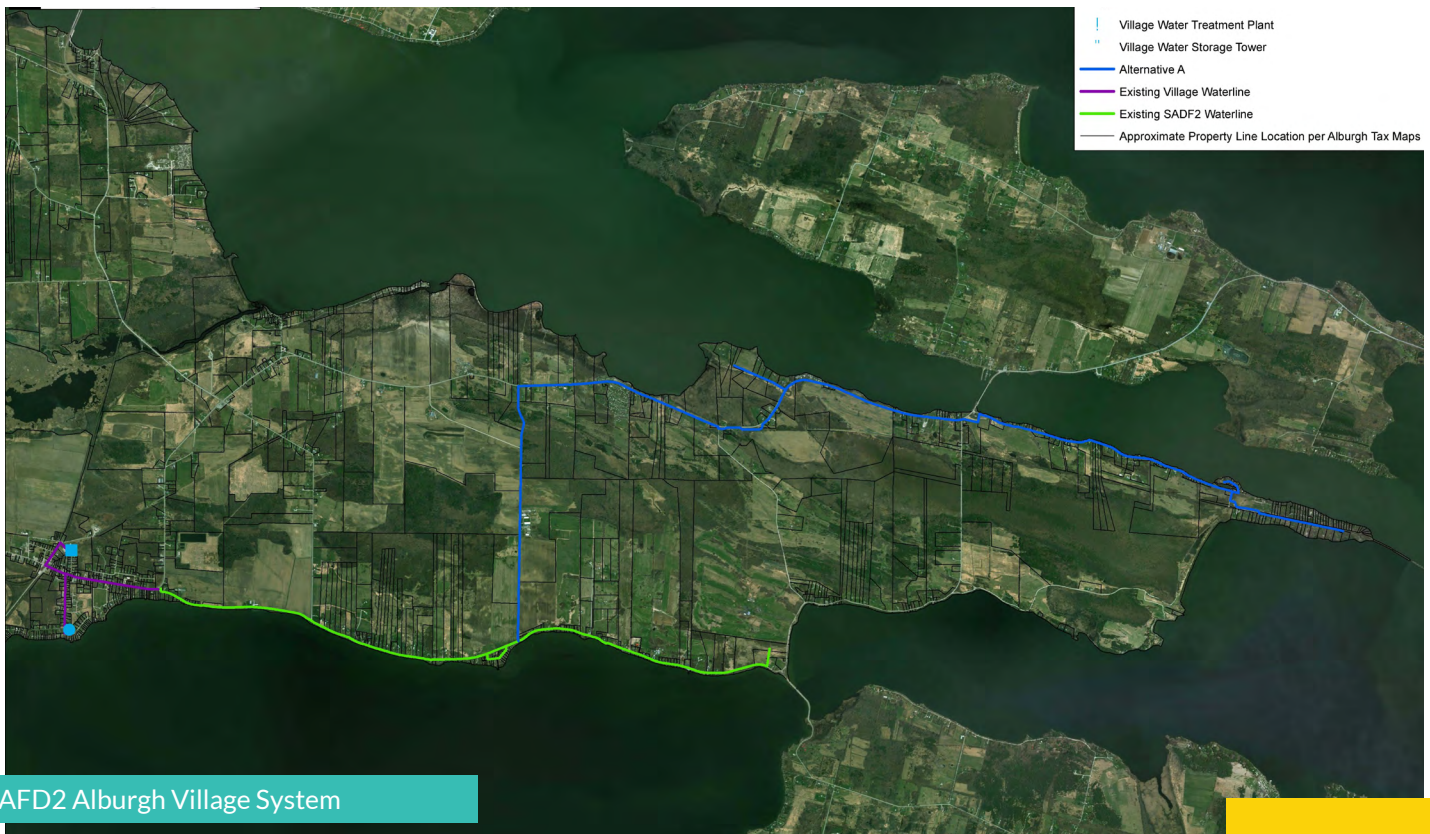
Contact: John Fitzgerald, Prudential Committee Chair

Phone Number: 802.796.4255

Date of Completion: Ongoing

Budget: \$3.7 million

Relevance: D&K provided planning, design, and construction services for a significant expansion of the



SAFD2 Alburgh Village System

TOWN OF BOSTON WATER SYSTEM PROJECTS

SAFD2 water distribution system. D&K assisted the Fire District in obtaining a \$30,000 grant from USDA Rural Development to undertake the initial planning phase of the expansion project, which included identification and screening of alternatives, construction cost estimates, review of environmental impacts and preparation of a Preliminary Engineering Report and Environmental Assessment. The recommended project includes 8 1/2 miles of new water mains, connecting to an existing water treatment plant in Alburgh Village.

D&K has prepared a funding application, including documentation that this project will address a public health risk associated with current, unreliable, private water systems.

Water Tank Replacements and Water Distribution/Pressure Upgrades, Town of Proctor

Proctor, VT

Contact: Stan Wilbur, Town Manager

Phone Number: 802.459.3333 x13

Date of Completion: 2018

Budget: Construction budget \$550,000 (new water booster station only), \$4 million overall.

Relevance: D&K provided design, permitting, bid phase, and construction phase services for a new municipal water booster pump station with three domestic pumps and one fire pump, all with VFD's, hydropneumatic tank, pump controls inside of a new 16-ft by 24-ft building. The project included new LP-fired generator and water line replacements within the new boosted pressure service area. Other aspects of this project included a new 680,000-gallon prestressed wire wound water storage tank with 12-inch transmission main and 1,000-ft access road, altitude valve in a small building near the tank, large pressure/flow control vault, and selected water distribution system improvements.

Water Line Replacement on South Park Street and Chatterton Park, Town of Proctor

Proctor, VT

Contact: Stan Wilbur, Town Manager

Phone Number: 802.459.3333 x13

Date of Completion: Construction of the project was completed in June 2020

Budget: \$550,000

Relevance: D&K provided the final design, permitting, and construction observation for 2,350 ft of an 8-inch ductile iron main, three fire hydrants, and other appurtenant improvements to the town's water system. The project improved water pressure. D&K delineated wetlands, developed design plans and permit applications, and provided Resident Project Representative services throughout construction of the water main replacement for the town. D&K was responsible for record drawings, updating the town-wide operation, and updating maintenance manual sections and a certification letter submittal for close-out of the water supply construction permit.



Water Line Replacement, Proctor

TOWN OF BOSTON WATER SYSTEM PROJECTS

Water System Improvements,

Town of Sheldon

Sheldon, VT

Contact: Hubert Spaulding, Plant Operator

Phone Number: 802.782.5541

Date of Completion: 2011

Budget: \$1.8 Million

Relevance: This project included design, permitting, bid phase and construction phase services for a new, municipal water booster pump station on a low pressure segment of an existing water distribution system. Relevant services included replacement of existing booster pumps at the main booster station for the water system with booster pumps equipped with VFDs and web-based monitoring and controls. Distribution system improvements included a new cast-in-place concrete storage tank and a two-mile interconnection of the Sheldon Village and Sheldon Springs water systems.



Water Tank, Williamston

Water Tank and Booster Pump Station, Town of Williamstown

Williamstown, VT

Contact: Allen Chouinard, Water System Operator

Phone Number: 802.793.2601

Date of Completion: 2010

Budget: Construction budget approximately \$500,000 (booster pump station only), \$3 million overall

Relevance: D&K provided design, permitting, bid phase, and construction phase services for a new municipal water booster pump station with two flooded suction vertical turbine pumps with VFD's, hydropneumatic tanks, pump controls, and connection for a portable generator, all within a new 28-ft by 28-ft building. Other aspects of this project included siting, testing, and approval of two high-yield bedrock wells and a new 675,000-gallon prestressed wire wound water storage tank. Distribution system improvements included strategic location of two new pressure reducing valves (PRV's) to enable pressure at the high school to be boosted, due to the higher elevation of the new storage tank, which cost-effectively addressed a long standing problem at the school.





Andy Hoak, PE, PG
Office: Hamburg, NY

Project Manager/Senior Civil Engineer

Education

M.S., Hydrogeology, Clemson University, 1994

B.A., Geology, Environmental Studies, Alfred University, 1993

Registrations

Professional Engineer: NY 101102, VT 8929

Professional Geologist: NY 1131, NH 388

Certified Wastewater Site Technician Type B:
VT 487

Grade 2 Domestic Wastewater Operator:
VT 1421

OSHA 40-Hour HAZWOPER Certificate

OSHA 8-Hour Supervisor Certificate

TSP-20-23000 NY, VT

Mr. Hoak, the Director of D&K's Environmental Services Division, has extensive experience in the design and permitting of stormwater management controls. Andy has modeled sediment and nutrient loading to receiving streams and calculated resulting reductions due to engineering controls. Andy has prepared plans and supporting permit application materials for numerous on-site wastewater discharge permit applications and municipal sewer connections. Applications have included innovative wastewater disposal designs requiring extensive hydrogeologic investigations and groundwater modeling.

New Water Source, Craftsbury Fire District No. 2, Craftsbury, VT. Project Director for a new drilled bedrock well source for Craftsbury Fire District No. 2's water system to replace an existing source contaminated with per- and poly-fluoro alkyl substances (PFAS) above the Vermont Maximum Contaminant Level for drinking water. D&K led the project team for an evaluation of preferred drilling sites, including completion of a fracture trace analysis and hydrogeologic study, well drilling coordination and oversight, associated access improvements, step testing, and 72-hour pump test, work plan approvals, and permit applications. This project was funded by the Drinking Water State Revolving Fund (DWSRF). Assisted with new well selection and pump test coordination. Reviewed water quality test results, site plans, source evaluation report, and updated supply well location plans; prepared source permit application; and completed recovery monitoring.

Water Supply Investigation, Sugarbush Mountain Resort, Waitsfield, VT. Served as Hydrogeologist and Project Manager to locate, test, and permit a new water supply for the proposed Grand Summit Hotel. Identified favorable well locations and completed comprehensive hydrogeologic surveys, including topographic map review, fracture-trace analysis, and surface geophysical surveys utilizing magnetometer and very low frequency (VLF) radio receivers. Supervised the installation of four new bedrock supply wells and performed 36-hour pump tests on each of the new supply wells. Water levels were monitored at each of the new supply wells along with other existing residential wells and springs within a 1,000-ft radius. Tests showed that the new well provided an acceptable quality and quantity of potable water. Calculated long-term sustainable yields and potential interference effects on surrounding wells. Assisted client to obtain state permits for a public community water system.

Water Supply Investigation, Town of Montgomery, VT. Project Manager to assist the Town in identifying alternative drilling locations with an above average probability of producing abundant groundwater for use as a municipal water supply source. Compiled existing geologic maps and well completion data into a town-wide model, including state geologic mapping, focused studies in the area, and geophysical surveys. In this way, newly mapped fracture zones and nearby high-yielding wells were shown on a single diagram and an easy correlation could be made. Performed field reconnaissance to confirm the presence of the mapped features.

Wastewater Feasibility Study, Burke Mountain Resort, Burke, VT. Project Manager to complete an evaluation of the existing 100,000-GPD wastewater disposal system and perform a feasibility study to improve disposal capacity. The scope of the investigation was designed to fulfill the requirements of the State of Vermont Indirect Discharge Rules and included an examination of historical system flows and effluent water quality, estimation of regenerative capacity with additional treatment, and evaluation of potential new disposal sites. Results of the investigation indicated that the system had approximately 14,000-GPD additional capacity and the addition of secondary treatment through a recirculating sand filter could support wastewater flows of nearly double the current volume. Calculations included a mounding analysis with the proposed increased flows and compliance with in-stream water quality and determination of No Significant Alteration to Aquatic Biota (NSAAB).

Drainage Study and Improvements, 18-Mile Golf Course, Hamburg, NY. Project Manager for golf course drainage study and rehabilitation recommendations. The project objectives included erosion and sediment reduction, stabilization of stream banks by establishing grade control and slowing the rate of incision, and protection of adjacent private property. Services included reviewing available data, assessing existing water sources, modeling the irrigation system, identifying and evaluating potential rehabilitation options or constructing new water sources. Identified permit requirements and planning-level cost estimates. Presented alternatives at public meetings.



Jon Ashley, PE

Principal-in-Charge

Office: Brandon, VT

Education

B.S., Environmental Engineering, Rensselaer Polytechnic Institute, 1992

Registrations

Professional Engineer: NY 79818, VT 7350, NH 9709

40-hour OSHA HAZWOPER Course

8-hour OSHA HAZWOPER Course

Firefighter I Certification

Mr. Ashley has 31 years of environmental and civil engineering experience. The Director of D&K's Public Works Division, Jon's experience includes planning, management, and design of water and sewer projects, hazardous waste and brownfield remediation, road and slope projects, stormwater collection and treatment, and site/civil development projects for municipal, state, local, and private clients. Jon has supported environmental documentation and permitting for infrastructure and site projects and maintains strong working relationships with regulatory officials.

Water Storage Tank Replacement, Alburgh Village, Alburgh, VT.

Project Director/Senior Engineer overseeing deliverables, including a Preliminary Engineering Report, Environmental Information Document, and Final Design plans and specifications, for the replacement of a 300,000-gal elevated, painted steel water storage tank and associated water system improvements.

Water Main Replacement, Peacham Fire District No. 1, Peacham, VT.

Project Manager for the replacement of 2,700 ft of circa-1927 water mains and services in Peacham Corner. Prepared a Preliminary Engineering Report and Short Term Assets Replacement Table for system components needing replacement within the next 10 years. The scope included design of distribution meters, as well as improved controls and facilities at the water storage tank and control building site, an Environmental Report, final design, permitting, and funding application assistance under the Drinking Water State Revolving Fund (DWSRF). Served as construction manager for bid and construction of the water system improvements. Assisted the Fire District with water storage tank improvements, including coring and installation of overflows for the existing two-cell, cast-in-place underground water storage tank without interruption of water service.

Water Supply, Storage, and Distribution System Extension Design, Bow, NH.

Project Director for design of a 5.3-mile extension of the Bow water system to serve the northern Tax Increment Financing (TIF) district and support economic development and replace several existing contaminated public water systems in the Town of Bow. Extension of the water system will include new water mains, a new concrete water storage tank, and improvements to the existing water treatment facilities.

Asset Management Plan, Craftsbury Fire District No. 2, Craftsbury, VT.

Project Director for the preparation of an Asset Management Plan (AMP) for Craftsbury Fire District No. 2's water system with funding provided by the Drinking Water State Revolving Fund (DWSRF). D&K conducted an asset inventory survey and compiled the data into a comprehensive AMP. The AMP included the life-cycle cost, risk assessment, risk and life-cycle cost reduction measures for each asset, as well as funding strategies and a final evaluation for the whole system.

New Water Source, Craftsbury Fire District No. 2, Craftsbury, VT.

Project Director for a new drilled bedrock well source for Craftsbury Fire District No. 2's water system to replace an existing source contaminated with per- and poly-fluoro alkyl substances (PFAS) above the Vermont Maximum Contaminant Level for drinking water. Led the D&K project team for well drilling, associated access improvements, step testing, and 72-hour pump test, work plan approvals, and permit applications. This project is funded by the Drinking Water State Revolving Fund (DWSRF). Responsible for design, permitting, environmental documentation, easements, bid, and construction of new transmission lines and pump house improvements according to the funding program requirements. Assisted the Fire District with preparation of funding applications for the DWSRF program.

Quechee Main Street Water Main Extension, Hartford, VT. Provided QA/QC review of the design plans for 4,300-ft of new 12-in water main providing a loop in the existing water system. The Town desired a loop to be completed at a critical location within the water system to improve hydraulics, water quality, and reduce disruptions to customers if the water main needs to be shut down.



John Kenney, PE, PhD, LEED AP *Senior Civil Engineer*

Office: Bangor, ME

Education

Ph.D., Conservation Biology, University of Minnesota, 2011

B.S., Civil Engineering, University of Maine, 1988

Registrations

Professional Engineer: ME 11676, NH 15266, VT 125793, MA 53095

ME LPA Certification

LEED Accredited Professional

Mr. Kenney is a civil engineer and wildlife biologist with 19 years of civil management, permitting, and design experience. He has participated in government, institutional, and commercial site development and renovation projects and he is thoroughly familiar with MaineDEP and federal permitting requirements.

Ozone System Replacement, Bangor Water District, Bangor, ME. Manager of Construction Phase Services for an ozone and UV disinfection system for a water treatment plant serving 10,700 connections with 4.5 MGD of potable water service. Responsible to maintain and document official communications between BWD, the Design Engineer, and the Contractor, facilitate responses to RFIs, submittal reviews, and Contractor's payment requests; attend and facilitate regular meetings.

Pine Cone Mobile Home Court, Holden, ME. Project Manager for the interconnection of a water distribution system to the municipal water system to replace the community's on-site water supply well, which was contaminated with per- and polyfluoroalkyl substances (PFAS). Developed a WaterCAD model and design plans for the water system interconnection.

PER and Water System Consolidation to address PFAS, Washington Academy, East Machias, ME. Project Manager to prepare a Preliminary Engineering Report (PER) after resolving PFAS-related contamination issues with the Academy's public water supply. D&K is providing engineering services for the consolidation of three public water systems and three private water systems located on campus into one water system with a centralized treatment facility. Prepared drawings for alternatives, PER, and DWSRF funding applications. Responsible for project, client, and funding coordination.

PFAS Engineering Services, Addison Point Water District, Addison, ME. Project Manager for the design and installation of PFAS water treatment equipment at the District's treatment facility. D&K managed the design and installation of a suitable point-of-entry PFAS treatment system to address the high level of PFAS in drinking water, assisted with submitting a Small Public Water System Emerging Contaminant Grant (SPWSECG) application, and managed the project according to state and federal requirements for the award.

PFAS Engineering Services, Meadows Assisted Living Community, Greene, ME. Project Manager for the design and installation of PFAS water treatment equipment at an assisted living facility after it was determined that the private water supply contained concentrations of per- and polyfluoroalkyl substances (PFAS) contamination above the state's interim drinking water standard. D&K managed the design and installation of a suitable point-of-entry PFAS treatment system to address the high level of PFAS in drinking water, assisted with submitting a Small Public Water System Emerging Contaminant Grant (SPWSECG) application, and managed the project according to state and federal requirements for the award. Responsible for determining suitable space for the installation of a point-of-entry treatment system; PFAS treatment option research and recommendation; design development; preparation of an opinion of probable construction cost (OPCC); completion of an Environmental Review; and coordination with the Maine Drinking Water Program.



Nick Sceggell, PE, LPA

Senior Civil Engineer

Office: Laconia, NH

Education

Bachelor of Civil Engineering (BCE),
Environmental Concentration, The Catholic
University of America, 2004

Registrations

Professional Engineer: NH 13870

Mr. Sceggell has 19 years of experience working with municipal, nonprofit, and commercial clients on a diverse portfolio of design, construction management, and environmental planning projects. He has significant experience on civil/site and utility projects, including drinking water, wastewater/sewer, and stormwater infrastructure. Nick has expertise with ArcGIS mapping software and GPS data collection; AutoCAD Civil3D to create alignments, profiles, vertical and horizontal curve design, and related site design techniques; WaterCAD to model water systems in order to evaluate capacity and development impacts; and HydroCAD for stormwater management calculations.

Water Main Replacement, Peacham Fire District No. 1, Peacham,

VT. Project Engineer to replace 2,700 ft of circa-1927 water mains and services in Peacham Corner. Prepared a Preliminary Engineering Report and Short Term Assets Replacement Table for system components needing replacement within the next 10 years. The scope included design of distribution meters, as well as improved controls and facilities at the water storage tank and control building site, an Environmental Report, final design, permitting, and funding application assistance under the Drinking Water State Revolving Fund (DWSRF). Provided WaterCAD modeling.

Water Feasibility Study, Bow Interconnection, Bow, NH.

Project Manager for study phase for a water extension and interconnection project between the Town of Bow and the Hooksett Village Water Precinct (HVWP). Work includes review of historical and projected water use within the existing and expanded water service area, hydraulic modeling and evaluation of the interconnection hydraulics of the two water systems, and estimating costs to complete the project. The interconnection is anticipated to improve water quality/water age within the Bow municipal water system and support the HVWP with a backup water source to support future development.

Water Infrastructure Improvements, Westview Meadows, Belmont,

NH. Project Manager/Environmental Engineer responsible to complete design of a drinking water pump station upgrade. The project installed new pumps, new storage tanks, an addition to the building, and electrical and mechanical building upgrades to replace a system exceeding its service life. The project replaced below-grade steel storage tanks with new poly tanks inside the expanded building.

Endicott Street East Water Extension, Laconia, NH.

Project Manager responsible to lead design and construction phase services for the extension of the municipal water system to serve residences on Endicott St. whose wells were contaminated.

Copple Crown Village District Pump Stations, New Durham, NH.

Project Manager to design three booster pumping stations for a private village district to address drinking water service outages that were experienced with the existing booster stations. The project included site design to accommodate a wood-framed building with vinyl siding for the pump stations, completed site layout and grading, process design for the pump and piping layout in the station, and supported electrical and mechanical engineering in support of pump station facilities and equipment controls.

Windemere Water Evaluation, Laconia, NH.

Project Engineer for review of hydrogeologic reports, water meter use data, permitting, and other data for a water system needs assessment to the 33-unit Windemere Ridge subdivision. Services included preparation of a study report detailing the average daily use and a system-wide maximum daily demand including irrigation use; the project included attendance of coordination meetings and interaction with NHDES. Assisted in the completion of a letter report that summarized findings.



Aimee Rutledge, PWS, CPESC, CPSWQ

Permitting
Specialist

Office: South Burlington, VT

Education

B.S., Environmental Management, University of Rhode Island, 1999

Certifications

Society of Wetland Scientists, Professional Wetland Scientist: 2238

Certified Professional in Erosion and Sediment Control: 4647

Certified Professional in Stormwater Quality: 732

VT Natural Shoreland Erosion Control Practices Certification

Ms. Rutledge has 25 years of experience in a broad range of environmental work, including NEPA documentation, wetlands, water resources, stormwater, wildlife studies, and permitting. Aimee has strong relationships with many federal, state, and local regulatory agencies in the Northeast. She has worked with a wide range of clients on project types, including FAA/airports, bridge, roadway, dam, landfill sampling, SWPPP, industrial stormwater, wetlands restoration, corrective action plans, Phase I Environmental Site Assessments, SPCC plans, Act 250, wind turbines, solar, categorical exclusions, and environmental impact statements. Aimee has provided management of numerous projects, including staff, project budgets, schedules, contract agreements, and quality control, and has acted as environmental technical lead for large environmental assessments and design/construction projects. She is proficient in ArcGIS and Trimble GPS/GPS Pathfinder and is knowledgeable in the use of AutoCAD and HydroCAD.

Village Water System, Alburgh, VT. Senior Environmental Technical Lead responsible for natural resource inventory for the relocation of the Town's existing water storage tank. The project area was reviewed for threatened, endangered, and rare species; wildlife habitat; wetlands; cultural; and other natural resources which could potentially be impacted by the project. The information gathered was used to complete a VT DEC Environmental Report.

Water and Wastewater Feasibility Study, Waitsfield, VT. Senior Environmental Analyst assisting with the development of a feasibility study and report for wastewater systems to serve the Town's unsewered Village Centers. D&K is currently assisting the Town with development of a Preliminary Engineering Report and Environmental Information Document for the preferred wastewater alternative, which will provide the community with wastewater capacity to support much-needed housing, protect water quality and drinking water, and help sustain the village districts. Responsible to manage the natural resource investigation effort and conduct the permit compliance review for natural resources.

Lower Village Wastewater Project, Huntington, VT. Senior Environmental Analyst assisting the Town with a wastewater planning project and PER focused on the Lower Village. In 2012, the Town completed a feasibility study of community water and wastewater options in all three Huntington villages and decided to focus its efforts on community wastewater to serve the Lower Village, an area preferred for infill and growth in the Village Center. Through an updated community survey, public meetings, and a project website, D&K evaluated the current and future wastewater needs and priorities in the Village Center. D&K identified areas of well-suited soils for wastewater disposal and coordinated with landowners to obtain permission for soil test pitting to evaluate soil conditions. Responsible for the natural resource investigation of the project area, including a wetland and waterway delineation, and permit compliance review. The project was funded through the CWSRF.

Water Main Extension PER, North Monmouth, ME. Senior Environmental Technical Lead to explore the feasibility of expanding municipal water service to a predominately residential area and a large textile manufacturing facility. Responsible to manage and provide quality assurance for the Environmental Assessment associated with the PER. A drinking water sampling program implemented by the Maine DEP showed at least 55 drinking water supplies have detectable concentrations of per- and polyfluoroalkyl substances (PFAS) contamination, with more than half at concentrations exceeding the interim drinking water standard for PFAS. The proposed project consists of a 14,200-ft extension of a new 8-in-dia ductile iron water pipe and the extension forms a loop connected to Monmouth Water Association's 250,000-gallon concrete storage tank system. D&K prepared a Preliminary Engineering Report and Environmental Assessment, including a WaterCAD model for the proposed water main loop. D&K assisted with funding agency coordination and funding applications for Congressional Directive Spending, Northern Borders Regional Commission, Maine SRF, and USDA RD.

Stormwater and Wastewater Projects, Greater Binghamton Airport, Maine, NY. Senior Environmental Analyst responsible for assisting with environmental review, documentation, and agency coordination for a variety of projects at the Greater Binghamton Airport, including a Sustainable Management Plan (SMP), Industrial Stormwater Discharge Elimination System (SPDES), and aircraft deicing collection improvements. Responsible for developing the Water Quality section of the SMP, which included assessment and recommendations for stormwater management, wastewater, groundwater, and deicing activities. Other airport projects involved development of the Industrial Stormwater Discharge Elimination System (SPDES), monitoring stormwater sampling results, and permit compliance recommendations. Responsibilities associated with the deicing improvement projects included coordination with the sanitary sewer designers, contractors, Airport, and NYSDEC for connection of the deicing collection system to the new sanitary sewer system.



Jake Tracy, EIT

Environmental Engineer

Office: Hamburg, NY

Education

B.S., Civil Engineering, University of Alaska
Anchorage, 2012

Registrations

Engineer-in-Training: AK

AK-CESCL Certified

40 Hour HAZWOPER and First Aid/CPR Certified

Mr. Tracy has 11 years of experience in multiple states as a civil and environmental engineer. He has worked on water projects addressing groundwater, surface water, drinking water, and wastewater quality and management. These projects have included site investigations, soil and groundwater remediations, pumping systems and stations, treatment facilities, drainage systems, and performing Phase I and II ESAs. Jake is experienced at coordinating with regulatory agencies and managing/completing state regulatory requests. He specializes in interpreting analytical data and preparing detailed final analytical reports.

New Water Source, Fire District No. 2, Craftsbury, VT. Civil Engineer responsible to evaluate and support stormwater permitting for the construction of a new water source system serving approximately 420 individuals over 55 connections. Services support a larger project that includes a Preliminary Engineering Report, design for water storage and pumping, and evaluation and design to address PFAS.

Slope Stabilization and Stormwater Quality Improvements, Chroma Tech, Bellows Falls, VT. Project Engineer responsible for evaluation, design, and permitting services to stabilize a failed site embankment abutting a stream and improve onsite stormwater collection and treatment practices. The size of the slope experiencing failure is approximately 0.3 acres and the approximate size of the site is 12 acres. Responsible to support stormwater design and provide permitting assistance for Construction and Operational Stormwater permits.

18-Mile Golf Course Irrigation Study, Hamburg, NY. Design Engineer for a project that evaluated irrigation systems and two irrigation ponds for a municipal golf course. The project involved reviewing opportunities to continue use of the ponds and measures to reduce erosion and improve stormwater quality. The project addressed issues posed by seasonal flow fluctuations in a nearby creek feeding the ponds. Conducted site visits, coordinated wetland delineation, and prepared specifications and permitting applications.

Connor Homes BRELLA Site, Middlebury, VT. Environmental Engineer to provide monitoring and documentation to implement corrective action plan. The project remediates chlorinated solvent, acetone, and petroleum contamination. Remediation included soil excavation and thermal treatment for landfilling, coconut shell carbon and a diffuser system for water treatment, emulsified vegetable oil for bioremediation, drywell removal, and sub-slab depressurization.

Site Characterization, Anchorage Water & Wastewater Utility (AWWU), Anchorage, AK. Lead Field Personnel responsible to conduct site characterization activities for AWWU's Warm Storage Building where impacted soil and groundwater was identified in the vicinity of a potential disposal pit. Site characterization activities included installing one groundwater monitoring well, collecting analytical groundwater samples, and advancing 15 soil borings for vertical and horizontal soil contamination delineation. Held meetings with AWWU personnel to discuss cleanup activities at the site, prepared final reports for the sampling activities, and a proposal and work plan to clean up the contaminated soil at the site.

Release Investigation, Anchorage Water & Wastewater Utility (AWWU), Anchorage, AK. Project Manager and Lead Field Personnel for release investigation and groundwater sampling activities at AWWU's Maintenance and Operations Building. Responsibilities included managing the advancement of 12 borings and three groundwater monitoring wells; interpreting the data from the analytical soil and groundwater samples collected; preparing proposals and work plans for additional groundwater sampling and cleanup activities; and preparing a summary report for AWWU and ADEC approval.



Antonio Sanz, Jr.

Senior CAD Technician

Office: Randolph, VT

Education

A.S., Civil/Environmental Technology, Vermont
Technical College, 2000

Certifications

Nuclear Moisture/Density Equipment: 12595
Confined Space Certification

Mr. Sanz has 23 years of experience as a Design Technician responsible for supporting transportation and civil engineering assignments. These projects include roads, bridges, highway design, dams, facilities, and on-site wastewater disposal systems. As a Design Technician, Antonio's responsibilities include development of project plans using MicroStation and AutoCAD.

New Water Source, Craftsbury Fire District No. 2, Craftsbury, VT. Resident Engineer and Design Technician for a new drilled bedrock well source for Craftsbury Fire District No. 2's water system to replace an existing source contaminated with per- and poly-fluoro alkyl substances (PFAS) above the Vermont Maximum Contaminant Level for drinking water. Leading the project team for well drilling, associated access improvements, step testing, and 72-hour pump test, work plan approvals, and permit applications. Responsible for water source testing/PFAS sampling, onsite observation, and field reports.

Water System Improvements, Hyde Park Fire District No. 1, Hyde Park, VT. Staff Engineer to assist with the design of improvements to the existing pump station facility and reservoir site that serves approximately 90 connections to primarily residential structures with on-site individual wastewater systems. D&K prepared a Preliminary Engineering Report (PER) and an Environmental Information Document (EID), and developed a Source Protection Plan (SPP) for the water system. D&K developed conceptual designs and provided recommendations for pump house improvements to address sanitary survey deficiencies and replace equipment past its useful lifespan. This project utilized local ARPA funding from the Town. Prepared SPP plans and narrative.

Water & Wastewater Inspection, Beanville Road, Randolph Area Community Development Corporation, Randolph, VT. Resident Project Representative to inspect water and wastewater facilities. Performed redesign and provided cost estimate for failed leachfield, including pump station.

Water and Wastewater Feasibility Study, Waitsfield, VT. Senior Civil Technician for a feasibility study and report for wastewater systems to serve the Town's unsewered village centers. Responsible for test pits, including staking out areas, contacting Dig Safe, coordinating excavation, and logging data results and preparing a memo.

Water and Sewer Improvements, Armstrong Mobile Home Park, Randolph, VT. Designer/Construction Inspector for improvements to water and sewer services at the 18-unit Armstrong Mobile Home Park located on VT Route 66 in Randolph, VT. Six separate on-site wastewater disposal systems existed at the property, however, the exact location and condition were unknown at the start of the project and pre-dated permitting requirements with the VT DEC. Additionally, several segments of water main were known to be leaking and were undersized.

Lower Village Wastewater Project, Huntington, VT. Senior Civil Technician to evaluate anticipated needs, funding options, and environmental and financial costs associated with developing a wastewater collection system and large-scale septic systems. D&K is preparing a Preliminary Engineering Report (PER), has advanced the project to the 30% design phase, and identified potentially appropriate wastewater disposal sites. Responsible for test pits, including staking out areas, contacting Dig Safe, coordinating excavation, logging data results, and preparing a memo.



Justin Nalbach, EIT

Civil Engineer

Office: Brandon, VT

Education

B.S., Civil Engineering, Norwich University, 2023
A.S., Vermont Technical College, Civil/
Environmental Engineering Technology 2019

Registrations

Engineer In Training: VT 017.0134332 (exp.
12.14.2083)
OSHA Hazwoper 40hr

Mr. Nalbach is a civil engineer with experience in CAD-based computer programs, including Civil3D and Carlson. He has collected points of interest using total station and GPS and collected groundwater and soil samples for testing.

Water, Wastewater, and Stormwater Infrastructure, Sunset Lake Cooperative, Hinesburg, VT.

Staff engineer to assist with water and wastewater infrastructure improvements at a 28-lot mobile home community. D&K completed a Preliminary Engineering Report and an Environmental Information Document. The project is in final design and permitting will follow. Responsible to complete the environmental document, wastewater collection alternatives analysis, and revise the PER.

ARPA Healthy Homes, VT DEC, Statewide, VT.

Staff Engineer to assist with the development of Preliminary Engineering Reports (PERs) for 11 mobile home communities throughout the state to identify needs for improvements to wastewater, potable water, and stormwater infrastructure and systems and address a backlog of failing wastewater, potable water, and stormwater system infrastructure. Responsibilities included drafting needs assessments and concept plans for water, wastewater, and stormwater infrastructure issues. Developed opinions of probable construction costs for the water, wastewater, and stormwater alternatives. Preparation of the 30%, 60%, and 90% PERs and quarterly reports.

Three-acre Permit-Compliant Designs, Manufactured Housing Communities, Statewide, VT.

Staff Engineer for design and permitting assistance for nine non-profit, cooperative or privately-owned MHCs located within the sensitive Lake Champlain and Lake Memphremagog watersheds. VT DEC, in accordance with the Governor's Recovery Plan, has budgeted for stormwater mitigation efforts at MHCs in order to comply with the Stormwater General Permit 3-9050, also known as the "Three-Acre General Permit." Responsibilities include evaluation, drafting, and design.

Water and Wastewater Feasibility Study, Waitsfield, VT. Staff Engineer to develop sewer pump station and forcemain designs for a new wastewater collection system to serve Waitsfield's villages. Responsible for material quantities calculations for the recommended wastewater alternatives.

Lower Village Wastewater Project, Huntington, VT. Staff Engineer for a project to evaluate anticipated needs, funding options, and environmental and financial costs associated with developing a wastewater collection system and large-scale septic systems. D&K is preparing a Preliminary Engineering Report (PER), has advanced the project to the 30% design phase, and identified potentially appropriate wastewater disposal sites. Responsible to provide pump station and emergency tank calculations.

Asset Management Plan, Craftsbury Fire District No. 2, Craftsbury, VT.

Staff Engineer to assist with developing a water system asset inventory and implementing a long-term pump test for a new water source to replace the existing PFAS-contaminated supply well.

Village Wastewater Studies, Jericho and Felchville, VT. Staff Engineer to research state permitting files for leachfield locations and develop basemapping of the villages in support of community wastewater feasibility studies.



John Insinna

Staff Engineer

Office: Hamburg, NY

Education

B.S., Environmental Engineering, Gannon University, 2023

Mr. Insinna has experience in environmental engineering. John has assisted with cost estimates, construction site inspections, daily logging and reports, and survey stake points in site preparation for construction. His responsibilities include providing design work, research, scheduling, budgeting, site reviews, and calculations for civil and environmental engineering projects. His specific experience has included assisting with a topographic and utility survey, a stormwater construction general permit, and a site survey and civil design project. John has performed engineering services for state, municipal, private, and public clients in Vermont and New York. John is proficient in AutoCAD Civil 3D.

New Water Source, Craftsbury Fire District No. 2, Craftsbury, VT. Staff Engineer for a new drilled bedrock well source for Craftsbury Fire District No. 2's water system to replace an existing source contaminated with per- and poly-fluoro alkyl substances (PFAS) above the Vermont Maximum Contaminant Level for drinking water. D&K led the project team to evaluate preferred drilling sites, including completion of a fracture trace analysis and hydrogeologic study, well drilling coordination and oversight, associated access improvements, step testing, and 72-hour pump test, work plan approvals, and permit applications. This project was funded by the Drinking Water State Revolving Fund (DWSRF). Assisted with new well selection and pump test coordination. Review water quality test results. Reviewed drawing markups and edits, data recording and updating for the monitoring wells.

Imtec Lane Gully Stabilization and Restoration, Windham Regional Commission (WRC), Rockingham, VT. Staff Engineer for improvements to an industrial site, including reducing erosion and sediment contribution to downstream reaches, stabilizing deep-seated slope movement and stream banks, and protecting utilities and private property within the project reach. Responsible to provide drafting and design of improvements.

Liberty Hill Farm, VT Agency of Agriculture, Rochester, VT. Staff Engineer to provide permitting services and a geologic investigation for the placement of a new waste storage facility (WSF) at the farm. Responsible to assist with the stormwater permit application.

Emslie Street Site and Design, Buffalo, NY. Staff Engineer for a project that involves the conversion of a former convent building into apartments and site improvements, including grading utilities and stormwater management. Services included permitting review and assistance. Responsible to assist with surveying; draft an existing condition plans, proposed condition plans, utility plan, and drainage plan; and assisting with required permit applications.

Maplehurst Farm Waste Transfer, Greensboro, VT. Staff Engineer for the site investigation, design, preparation of plans and specifications, and construction review for approximately 1,200 ft of new buried waste transfer pipe, five hydrant locations, and a self-powered waste transfer pump. This project is ongoing. Tasks included assembling the plan set using Vermont LiDAR and D&K's survey data, and the initial buried waste transfer pipe design utilizing AutoCAD Civil 3D.

STATEMENT OF QUALIFICATIONS

Engineering Services for Water System Projects – Town of Boston



Prepared for:
Town of Boston

8500 Boston State Road, Boston, NY 14025

Prepared by:
Greenman-Pedersen, Inc.

4950 Genesee Street, Suite 100, Buffalo, NY 14225

May 24, 2024

May 24, 2024

Allison Koczur
Executive Assistant to the Supervisor
Town of Boston
8500 Boston State Road
Boston, NY 14025

**RE: Qualifications for Engineering
Services for Water System Projects
Town of Boston**

Dear Ms. Koczur,

In response to your recent request, Greenman-Pedersen, Inc. (GPI) is pleased to submit our statement of interest. We understand the Town of Boston is searching for engineering firms ready to assist with engineering tasks associated with various water system improvement projects.

GPI has a long history of providing professional engineering services to our clients, which includes the design of water distribution and water transmission main system improvements. We have extensive experience working with the Erie County Water Authority (ECWA) on their water system improvements projects - performing survey, design, permitting, bidding, construction administration, and inspection services. Since the ECWA supplies water to the Town of Boston under a Lease Managed Agreement, our knowledge and experience from our work with the ECWA will be of great value to the Town.

Under GPI's 'One Water Team', we assist clients with any water related needs. Utilizing local talent under the umbrella of firm-level expertise, GPI brings a wealth of resources to address the specific needs of project owners in their own facilities – this is what we offer the Town of Boston.

We are proud of our work and pleased to employ staff who are all stakeholders, with a passion for improving the quality of life in our communities. Our team will be represented by members of our WNY Branch and 'One Water Team' with staff working from Buffalo, Cheektowaga, and Jamestown, NY.

GPI can confirm that we meet the required and appropriate licensing to practice in the state of New York. Additionally, we can confirm GPI has not had a record of substandard work, nor have we engaged in any unethical practices within the last five years and beyond. If awarded the contract, we acknowledge complete responsibility for the contract.

Thank you for the opportunity to present our interest in this project. We trust the following pages appropriately represent our team's capability as well as our enthusiasm to work with your team. Feel free to contact us should you have any questions or need additional information.

Sincerely,

Greenman-Pedersen, Inc.



Ken Zollitsch, LEED AP, Vice President
4950 Genesee Street, Suite 100, Buffalo, NY 14225
716-989-3342 | kzollitsch@gpinet.com
(Greenman-Pedersen, Inc., Federal Tax ID # 11-2537074)

About GPI

Greenman-Pedersen, Inc. (GPI) is a consulting engineering firm specializing in the innovative development, design, and construction of infrastructure systems, including building, land development, and government facilities. Our team provides professional services to a variety of clientele including private and public companies, state and federal agencies, educational facilities, and municipalities.

We attribute our long-lasting relationships with our clients to the talented, responsive, service-oriented professionals employed throughout the GPI organization - it is our people that set us apart from other consultants. With a firm-wide staff of 1,750+ people in offices throughout the eastern United States and access to specialized services, GPI can provide the right person or team for each client's specific assignment. Through our personnel, GPI recognizes the importance of our clients' projects. We become their partners and work together towards a common goal - successful project completion.

58 Years in
Business

72 Top 500 Design Firms
ENR Magazine

60+ Offices
Nationwide

1,750+ Employees
Nationwide

GPI takes pride in the many projects we have successfully completed and look forward to the challenges encountered on complex engineering issues. The firm's commitment to provide quality engineering services and products and to work in partnership with our clients are the reasons why they continue to turn to us to help solve their problems.

Locally, GPI has completed design and construction services for numerous capital improvement projects, as well as other municipal water projects throughout Western New York and beyond. We facilitate all phases of our clients' projects including planning/feasibility analysis, surveying, preliminary design, final design, cost estimating, detailed construction drawing and specifications, bidding assistance, bid tabulation award recommendation, construction inspection services, and construction supervision. Our extensive experience is enhanced by our insights about the communities in which we live and work. GPI's team of professionals assure water and sanitary sewer projects are designed and constructed according to the applicable industry or client's standard specifications.

As a full-service engineering consulting firm, GPI is positioned to provide cost-effective solutions to our clients by leveraging the capabilities and capacity of our entire firm. We offer a range of services to support our clients' projects with extensive experience in the planning, design, and construction of water, sewer, and treatment plant operations offering planning, design and construction administration / inspection with typical services that include:

Water Distribution and Transmission

- Development of water demand/capacity projections
- Waterline design for replacement or new service extension
- Pipe rehabilitation projects utilizing sliplining, CIPP, and installation using other trenchless methods
- Computer modeling, hydraulic & fire flow analysis
- Design of treatment/disinfection systems
- Booster pump station planning and design
- Elevated storage tank and standpipe design, rehabilitation, and inspection services
- Development of regulatory permit applications and water withdrawal permits



Regulatory Compliance Support

GPI's team brings decades of combined knowledge navigating our clients' projects through New York's unique regulatory environment. Our long-standing relationships with regulators and enforcement personnel at the State and local levels enable us to proactively anticipate and address the impact of regulations early in the design-phase of projects, saving our clients time and money.

Grants and Funding

With ever shrinking funding opportunities available for municipalities, GPI works with communities to acquire funding for various types of projects including transportation, site civil, water and wastewater infrastructure, stormwater management, and planning. GPI helps clients to investigate and secure the necessary federal and state grants / funding for critical infrastructure projects.

The ability to secure these funds is based largely off the results of the well-informed and dedicated staff of GPI. Funding sources in New York include a combination of NYSDEC grants, HUD CDBG, federal grants from the Environmental Protection Agency, FEMA, and US Army Corps of Engineers Infrastructure Funding Assistance.

Technical Approach to Related Assignments

Our basic approach to any assignment includes the direct personal involvement of firm principals and key technical personnel in all phases of project development and construction. The importance of the planning and design phase is obvious because a well-planned project that has complete, accurate drawings, details and contract documents results in more accurate bids, fewer problems during construction and lower project life cycle costs.

The importance of the construction phase is recognized because it is the part of the work that is visible to the public and because it is the last opportunity to achieve quality in the construction process. During construction, all conflicts with other facilities need to be resolved, unforeseen conditions must be dealt with, and the often-conflicting priorities of the various involved parties and agencies have to be recognized and handled in a sensitive but fair manner. We feel that the consultant project team must include personnel with the following attributes:

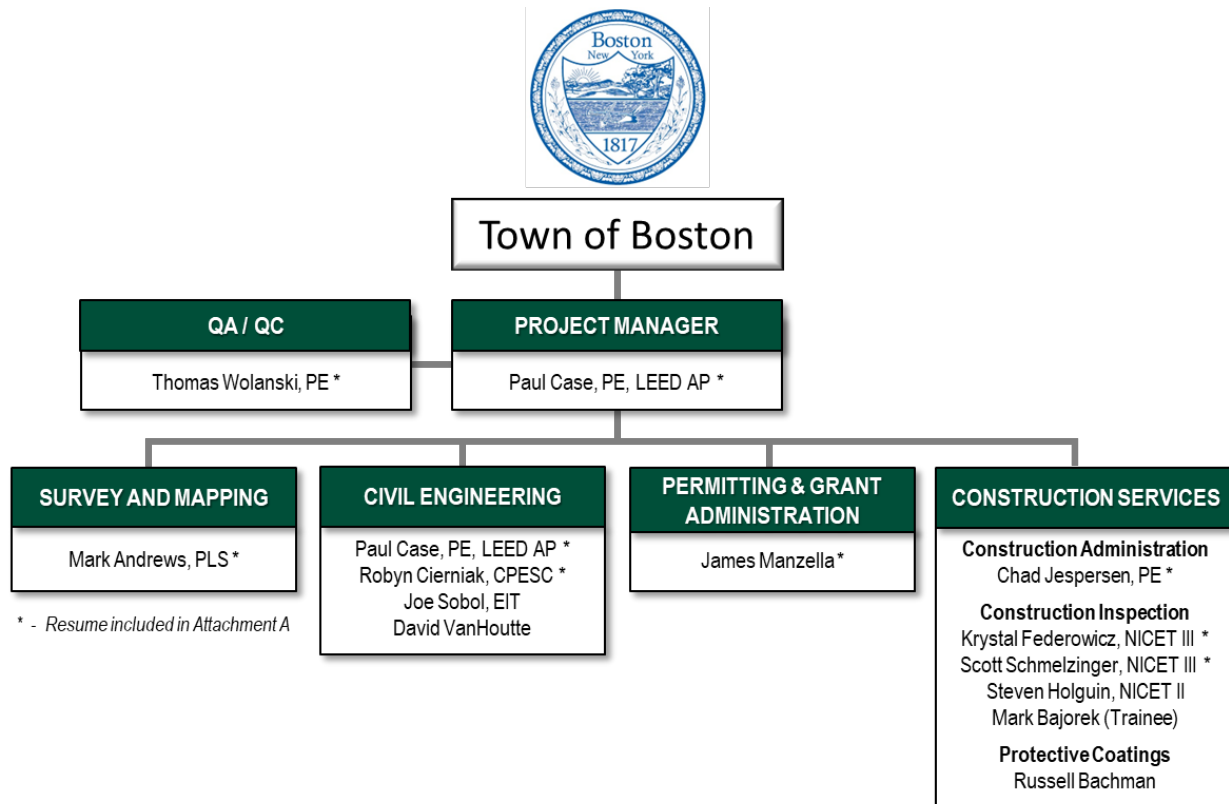
- Project team members with significant experience in design and construction of facilities in established neighborhoods and commercial areas
- The ability to secure project approvals and permits from reviewing agencies including the Erie County Water Authority, Erie County Department of Health and Department of Public Works, and NYSDOT
- Familiarity with water main and related facilities design, knowledge of water system products and materials and with local specifications, policy, and design requirements
- The technical competence to perform survey, mapping, engineering analysis and design including phased construction and maintenance and protection of traffic
- Extensive experience in administration of construction contracts, familiarity with contract law, standard clauses, and the responsibilities of each party to the contract
- The ability to interact with people including the highway agencies, contractor's personnel, local municipal officials and residents along the project route
- The ability to keep complete, accurate records, which include information pertinent to the project needs and provide the level of documentation needed to reconstruct the project later
- Personnel responsible for construction stakeout need to have construction knowledge as well as the ability to perform survey work. In many instances, the stakeout work reveals problems or conflicts that can be resolved well ahead of the construction operations, thereby helping to save cost, and avoiding disputes and time delays
- Field personnel should have the ability to anticipate problems and coordinate the work of the contractor to help assure that the job is done correctly the first time. No one benefits if work needs to be removed and replaced

To summarize, our technical approach includes making a firm-wide commitment; assigning experienced, qualified personnel; maintaining communications among the various involved parties; taking a pro-active approach to covering the work; and using common sense in dealing with people and problems. Our goal is to provide high quality service and documents on time and at a reasonable cost.

GPI can affirm that we have the substantial capacity and available workload to not only successfully accomplish the work in this project, but to also deliver it in a timely manner.

Project Team and Key Personnel

All work will be performed and managed from our WNY Branch, with staff located in our offices in Buffalo, Cheektowaga, and Jamestown, NY.



Our Project Manager / Senior Water Services Lead will be **Paul Case, P.E., LEED AP**. His responsibilities will include project set-up and management; coordination of design; development of design plans, details, specifications, and estimates; as well as engineering support during construction. He will be the primary contact with the Town of Boston for day-to-day activities. Paul performs in this capacity for Erie County Water Authority contracts at various locations throughout the County. In addition, he has completed numerous water distribution system designs (including assessment of existing and proposed system flows and pressures through hydraulic modeling utilizing WaterCAD software) associated with various residential and commercial land development projects over his 30 years of experience.

Thomas Wolanski, P.E., who has over 44 years of experience in the planning, design and construction of complex multidisciplinary projects for both public and private clients, will serve as our QA/QC on this project. Tom possesses the ability to manage multi-disciplined staff and teams to efficiently provide quality services to public and private clients. He is recognized as being a tireless advocate for his clients and for providing exceptional value for their investments in engineering services and infrastructure projects.

James Manzella will be responsible for the Permitting and Grant Administration on this project, utilizing his experience and knowledge of managing NYSEFC, USDA, CDBG, and/or other agency funded programs. His efforts with the Village of Sinclairville Water Distribution System Upgrades, the Gowanda Point Peter Brook Reservoir FEMA recovery project, and numerous other grant funded projects will be invaluable to the Town of Boston for this project.

Construction Administration will be handled by **Chad Jespersen, P.E.**, an experienced engineer and construction professional based in our Western New York office. He has served as administrator and inspector on numerous projects, including the Village of Sinclairville Water Distribution System Upgrades, the Gowanda Point Peter Brook Reservoir FEMA recovery project, and numerous local reconstruction projects.

This management team will be supported by staff versed in municipal water systems, from civil engineers, designers, inspectors and specialty staff such as protective coatings specialists. Team credentials and related project experience can be viewed on the attached resumes.

Subconsultant / Subcontractor Firms

We have worked with several qualified MWBE subconsultants over the years depending on specific needs or funding agency requirements. A few examples include.

JM Davidson Engineering, D.P.C. is a certified WBE/DBE firm in the civil engineering field in Western NY. Offering a wide range of civil engineering services, including water and wastewater, structural, transportation and water resources. GPI is currently working with JMD on a variety of assignments within the region.

Nature's Way Environmental Consultants & Contractors, Inc. has provided a broad range of drilling services on hundreds of sites in Western and Central New York. A local certified WBE/DBE, they are a complete package of both Environmental and Geotechnical Investigative services. We have worked with and have an ongoing business relationship with Nature's Way.

Example Project Experience

Erie County Water Authority Water System Improvements

Project Highlights:

- A decade-long relationship with multiple assignments
- Design, Permitting, Bidding, Construction Administration and Inspection

GPI has a long working relationship with the Erie County Water Authority (ECWA), providing survey and mapping, engineering design, bidding, construction administration and inspection services for numerous water system improvement projects throughout Western New York.

Recent assignments include:

- **ECWA Contract GP-011: Water System Improvements - Town of West Seneca and Cheektowaga**

New 12, 10, 8 and 6-inch water distribution piping (Designed - total of 18,000+/- linear feet; 2024 Construction Package includes 1,500+/- linear feet) and appurtenances. (*Construction: May 2024 to July 2024*)

Water distribution system improvements in six sections along Union Road from East and West Road to Losson Road, including a portion of Old Union Road, and service replacements on Union Road between William Street and Bennett Road. The work includes abandonment-in-place of existing 6- and 8-inch distribution mains; installation of new 6-, 8-, 10-, and 12-inch Ductile Iron Pipe (18,000+/- linear feet total) and appurtenances within the public rights-of-way; testing and disinfection; replacement of existing water services with connections to the new water mains; and associated restoration of pavements, driveways, sidewalks, and lawn areas. Coordination with NYSDOT, Erie County DPW, Town of West Seneca and Cheektowaga. GPI is currently providing construction administration services and construction inspection services for a high priority section of the completed designed and approved project in a 2024 Construction Package which includes approximately 1500+/- linear feet. The final project cost is pending project completion.

- **ECWA Contract GP-010: Water System Improvements - City of Lackawanna, Town of Hamburg and Orchard Park**

New 24, 16-, 12-, 10- and 8-inch Ductile Iron Pipe water transmission and distribution piping (17,000+/- linear feet total) and appurtenances. (*Construction to be completed in June 2024*)

Water transmission and distribution system improvements along Willet Road, Abbott Road and North Drive. The work includes abandonment-in-place of existing 24" transmission main, 12 inch and 6-inch distribution mains; installation of new 6, 8, 10, 12 and 24 inch Ductile Iron Pipe (17,000+/- linear feet total) and appurtenances within the public rights-of-way; testing and disinfection; replacement of existing water services with connections to the new water mains; and associated restoration of pavements, driveways, sidewalks, and lawn areas. Jack and Bore installation of the 24-inch diameter Ductile Iron Pipe transmission main through a 42-inch diameter steel casing pipe under the Buffalo-Pittsburgh, Inc. at-grade Railroad Crossing on Willet Road. Open Cut installation of new parallel water mains within Abbott Road crossing under a New York State Thruway Authority Bridge (I-90 Overpass) and a Norfolk Southern Corporation Railroad Bridge. Coordination with Erie County DPW, NYSDOT, City of



Lackawanna, Town of Hamburg and Orchard Park, NYS Thruway Authority, and Railroad Company. The final project cost is pending project completion and is anticipated to be completed within the original contract amount.

- **ECWA Contract GP-009: Water System Improvements - Town of Cheektowaga**

New 16, 12, 8 and 6-inch water distribution piping (total of 5,600+/- linear feet) and appurtenances. (*Construction completed in 2022*)

Water distribution system improvements along two sections of George Urban Boulevard (CR 316). Section 1- Harlem Road (NYS Route 240) to Wheaton Drive and Section 2 – Cherokee Drive to Union Road (NYS Route 277). The work includes: abandonment-in-place of existing 6 inch water mains (4150+/- linear feet total); installation of new 6, 8, 12 and 16 inch Ductile Iron Pipe (5600+/- linear feet total) water distribution piping (including a Jack & Bore installation of the 12 inch watermain in a 24 inch casing pipe under an existing 13 foot wide x 13 foot deep concrete box culvert; interconnections to the existing distribution system and appurtenances within the public rights-of-way; testing and disinfection; replacement of existing water services with connections to the new water mains; and associated restoration of pavements, driveways, sidewalks, and lawn areas. Coordination with Erie County DPW, NYSDOT and Town of Cheektowaga regarding design of water system improvements within their respective Rights-of-Way. The final project cost is \$2,443,737 and was completed within the original contract amount.

- **ECWA Contract GP-008: Water System Improvements - Town of Hamburg and West Seneca, City of Lackawanna**

New 8 and 6-inch water distribution piping (total of 8,600+/- linear feet) and appurtenances. (*Construction completed in 2021*)

Water distribution system improvements on Jefferson Avenue, Monroe Avenue, Lakeview Road, Shirley Drive, Electric Avenue, and Clay Street. The work included: abandonment-in-place of existing 2-, 4-, 6-, and 8-inch water mains (7800 +/- linear feet total); installation of new 8 inch Ductile Iron Pipe (8600 +/- linear feet total) water distribution piping and appurtenances within the public rights-of-way; testing and disinfection; replacement of existing water services with connections to the new water mains; and associated restoration of pavements, driveways, sidewalks, and lawn areas. Coordination with Erie County DPW, City and Town Representatives regarding design of water system improvements within their respective Rights-of-Way. The final project cost is \$2,440,994 and was completed within the original contract amount.

- **ECWA Contract GP-007: Water System Improvements - Village of Depew and Town of West Seneca**

New 12, 10 and 8-inch water distribution piping (total of 5,600+/- linear feet) and appurtenances. (*Construction completed in 2020*)

Water distribution system improvements on Walden Avenue, Vanderbilt Avenue, Seneca Street, Wildwood Place, Winegar Place, Union Road and Norwood Drive. The work included: abandonment-in-place of existing 4, 6, and 8 inch water mains (4200+/- linear feet total); installation of new 6, 8, 10, and 12 inch Ductile Iron Pipe (5600+/- linear feet total) water distribution piping and appurtenances within the public rights-of-way; testing and disinfection; replacement of existing water services with connections to the new water mains; and associated restoration of pavements, driveways, sidewalks, and lawn areas. Coordination with NYSDOT South Erie and North Erie Residency's regarding design of water system improvements within NYSDOT Right-of-Ways, as well as Town and Village Representatives. The final project cost is \$1,688,819 and was completed within the original contract amount.

Village of Sinclairville Water Distribution System Improvements

Project Highlights:

- Replacement of the entire water distribution network
- Approximately 37,000 feet of watermains and a 250,000 gal. water storage tank, as well as existing groundwater pumps, pump house, emergency generator and treatment system
- Construction inspection of all work



GPI was selected to provide engineering and construction services to facilitate upgrades to the Village of Sinclairville Water Distribution System. The Village, in Chautauqua County, had a water system that was outdated and failing, prompting the need for significant improvements in order to meet modern standards.

The project replaced the entire water distribution network, including approximately 37,000 feet of watermain and a 250,000-gallon water storage tank, as well as existing groundwater pumps, pump house, emergency generator and treatment system. Also included in the project scope was the installation of additional pipelines to connect the network and provide a closed loop system. Funding sources for this project were Community Development Block Grant, Environmental Facilities Corporation, and Rural Development Grants totaling \$5 million.

Town of Holland Water Main Replacement Improvements

Project Highlights:

- Long standing relationship with multiple project sites in the Town of Holland
- Performed design, permitting, general engineering services, stakeout, resident inspection and record documents

GPI has provided numerous waterline system replacements throughout the Town of Holland including Garfield Street Water Main, South Main Street Water Main, Legion Drive Water Line, Canada Street Water Main, Burlingham Road Water Main, and the Meadow Drive Water Main, all of which included engineering services during construction. The following are detailed assignments of recent Town of Holland projects:

- **Garfield Street Water Main Replacement, Town of Holland, NY**

This project included the construction of a new 8" diameter water main approximately 1,500-ft in length replacing an existing 6" main in the Hamlet area of the Town of Holland. The planning for the project included an evaluation of needs and preliminary design of storm drainage facilities and future roadway profiles to make sure that the new water main would not be in conflict with future projects on Garfield and its intersecting streets.

- **South Main Street Water Mains, Town of Holland, NY**

This project included the construction of new 8" diameter water mains replacing approximately 3,000-LF of existing lines along Route 16 in the Hamlet of Holland. The work included a cased crossing of Route 16 by bore and jack and involved a NYSDOT work permit.

- **Legion Drive Water Line and Well Site, Town of Holland, NY**

This project included a new well with a 6-inch vertical turbine submersible pump installed in the 10-inch casing, 155 L.F. of 6-inch new water main, a 12' X 26', building housing the pump controls and chlorinator, 55 L.F. of 12-inch water main, 220 L.F. of 24-inch PVC waterline, and 335 L.F. of 12 inch connecting to the existing Rumsey Road water main.



Town of Carroll, Water Distribution Upgrades, SEQRA and SHPO Reviews

Project Highlights:

- Design extension of water distribution system
- Design water well development site
- New water transmission lines and new fire protection features

The Town of Carroll potable water distribution system was in need of capital improvements due to the age of the infrastructure and poor water quality from contaminated soils near the groundwater supplies. The proposed action included the extension of the potable water distribution system; a potable water well development site; the construction of new water transmission lines and new fire protection features. GPI prepared the initial project review packages for submittal to the New York State Office of Parks, Recreation and Historic Preservation to assess the potential effects the project may have on properties listed or eligible for listing in the NYS or National Registers of Historic Places as well as archeologically sensitive areas. GPI also prepared the SEQRA Long Environmental Assessment Form.

References

Leonard F. Kowalski, P.E. – Executive Engineer

Erie County Water Authority

295 Main Street Room 350, Buffalo, New York 14203

716.684.1510 | lkowalski@ecwa.org

Ryan Edson – Street / Water Superintendent

Village of Sinclairville

8 Lester Street, Sinclairville, New York 14782

716.962.8343 | ryan1306@gmail.com

Peter Merlo, P.E. – Principal Engineer

Buffalo Water Board

65 Niagara Square, 1214 City Hall, Buffalo, New York 14202

716.851.9626 | pmerlo@city-buffalo.com

Attachment A: Key Team Resumes

Paul Case, PE, LEED AP
Project Manager – Senior Water Lead

- 30 Years of Experience
- BS / 1995 / Civil Engineering Tech.



Registration:

- Professional Engineer / NY & PA
- LEED Accredited Professional

Mr. Case has managed and participated in a variety of civil engineering projects, including commercial development, health care, educational, industrial, municipal and government facilities, airport facilities and infrastructure, municipal water and sewer facilities/infrastructure, and transportation infrastructure.

His responsibilities include project management, project planning and design, preparation of preliminary, final design and contract documents construction administration and construction inspection supervision. He is also responsible for the interaction with Town/Village Boards, planning boards and regulatory agencies to secure project permits and approvals.

Representative Project Experience:

- **Erie County Water Authority, Contracts GP-007, GP-008, GP-009, GP-010 and GP-011 Water System Improvements - Distribution & Transmission Mains, Various Locations;** 2018-Current. Senior Civil Engineer / Project Manager. Responsible for leading design, permitting, bidding, construction administration and construction inspection services for installation of 10.5 miles of new waterlines (6 to 24-inch) within public rights-of-way; and associated restoration of pavements, driveways, sidewalks, and lawn areas. Individual Contract Construction Costs range from \$1.7M to \$10M (\$26M total). *Client: Erie County Water Authority*
- **Village of Sinclairville – Water System Improvements, Phase 2 – New Tank & Well Rehabilitations;** 2019-2020. Senior Civil Engineer. Responsible for Hydraulic Analysis and Modeling, utilizing WaterCAD, of Village Water System. The analysis was performed to assess existing and proposed system pressures and flows, and develop water system improvements including pressure reducing valves, and booster pump station needed to provide suitable domestic and fire protection flows. *Client: Village of Sinclairville*
- ***Erie County Water Authority Water System Improvements; Various Municipalities, Erie County, NY;** 2008. Project Manager. Provided design and permitting services for water system improvements located in the City of Lackawanna, City of Tonawanda, Town of Orchard Park and Town of West Seneca. These improvements included Large Valve Replacements and installations, and water main abandonments and interconnections. Following completion of the design Construction Administration and Inspection Services were provided. *Client: Erie County Water Authority*

* Indicates project experience prior to GPI

Thomas Wolanski, PE
Vice President – QA/QC

- 44 Years of Experience
- BSCT / 1980 / Civil Engineering



Registration:

- Professional Engineer / NY, PA, NJ, VA, ME, & MA

Mr. Wolanski has over 44 years of experience in the planning, design and construction of complex multidisciplinary projects for both public and private clients. He possesses the ability to manage multi-disciplined staff and teams to efficiently provide quality services to public and private clients. He is recognized as being a tireless advocate for his clients and for providing exceptional value for their investments in engineering services and infrastructure projects.

Representative Project Experience:

- **Erie County Water Authority, Contracts GP-007, GP-008, GP-009, GP-010 and GP-011 Water System Improvements - Distribution & Transmission Mains, Various Locations;** 2018-Current. Project Principal. Providing QA/QC for design, permitting, bidding, construction administration and construction inspection services for installation of 10.5 miles of new waterlines (6 to 24-inch) within public rights-of-way; and associated restoration of pavements, driveways, sidewalks, and lawn areas. Individual Contract Construction Costs range from \$1.7M to \$10M (\$26M total). *Client: Erie County Water Authority*
- **Erie Canal Northwest Bank Improvements, Village of Fairport, New York;** 2018 – Present. Project Principal. Responsible for the development of improvements to the Village area canal bank, updating the docking system, boat launch, and improving the connectivity for pedestrians and bicyclists to the canal path and village center. *Client: Village of Fairport*
- **Erie Canal Southwest Bank Enhancements, Village of Fairport, New York;** 2018 – Present. Project Principal. This APWA award winning project is for a new access to the Erie Canal with kayak docks and an observation deck. *Client: Village of Fairport IDA*
- ***Yates County Eastern Corridor Region Water System, Keuka and Seneca Lakes;** 2011. The initial focus of the study was to address the immediate need of the hamlet of Himrod to comply with the NYSDOH community drinking water standards and to investigate the potential of using this system to serve as the catalyst to supply the many wineries in the corridor with public water, as they are viewed as a major tourist attraction. The results of the study have been utilized in efforts to seek funding to service the area since its completion.
- ***Keuka Lake, Water and Sewer Projects, Town of Jerusalem, New York.** Project Principal. Manager for multiple projects in the Town of Jerusalem, which include the design and construction administration of Water District #2 improvements, which included 32,000 LF of watermains, with a project budget of \$2.4M, The design and construction administration of the Sewer District #2 improvement, which provided a grinder pump sanitary sewer system with 32,000 LF of mains, serving the eastern shores of Keuka Lake.

* Indicates project experience prior to GPI

James Manzella

Permitting and Grant Administration

- 26 Years of Experience
- BA / 1995 / Environmental Studies



Mr. Manzella has diverse experience as an Environmental Scientist working on projects requiring extensive regulatory requirements, including environmental processing for municipal and transportation projects. He contributes environmental and technical knowledge and expertise for processes and procedures needed to advance projects through regulatory hurdles.

His experience includes SEQRA and NEPA processing, grant fund management, environmental reporting, preliminary site reconnaissance, Phase I and II environmental site assessments, contaminated material assessment, treatment options and reporting, remediation and mitigation, and construction-related services.

Representative Project Experience:

- **Sinclairville Waterline Improvements;** 2016 – 2023. Project Manager / Scientist. Installation of a new water system for the Village including 38,000 linear feet of new 8" watermain (completed in 2017), installing a new 250,000-gallon tank. Additional work included new well houses and installing new equipment, as well as a new well site with a new building, treatment system, telemetry, and generator. Also provided environmental support services during design and construction. *Client: Village of Sinclairville*
- **Town of Carroll, Water Distribution Upgrades, SEQRA and SHPO Reviews;** 2017. Work included extension of the potable water distribution system; a potable water well development site; the construction of new water transmission lines and new fire protection features. Prepared the initial project review packages for submittal to the New York State Office of Parks, Recreation and Historic Preservation, the SEQRA Long EA Form. *Client: Town of Carroll*
- **Buffalo Sewer Authority (BSA), Swan Trunk Improvements SPP 206 A&B;** 2014-2015. Project Scientist responsible for environmental oversight during ground intrusive activities to ensure compliance with the NYSDEC approved Site Management Plan established for the Fourth Street MPG site (NYSDEC Site No. 915167). Prepared a Corrective Measures Completion Report to document compliance as required by the NYSDEC. *Client: Buffalo Sewer Authority*
- **Erie County Water Authority Route 5 Feasibility Study; Hamburg, New York, 2015.** Environmental Scientist. Developed a cost analysis to determine if it is more economical to replace under the highway in the current ROW or in a new ROW west of the highway obtained by the ECDEP through a Transportation Alternative Program (TAP) grant. Based on GPI's study, the new ROW has a potential cost saving of up to \$3 million. Also provided an environmental screening of the corridor to assess the potential of environmental conflict. *Client: Erie County Water Authority*

Robyn Cierniak, CPESC

Civil Engineer

- 23 Years of Experience
- BS / 1999 / Environmental Resources and Forest Engineering



Ms. Cierniak offers extensive experience that includes the management of both public and private civil engineering projects. Her experience includes projects with wastewater treatment systems, conveyance systems and related works and is experienced in hydraulics, modeling of sewer sheds and watersheds and pipe networks. She also has extensive experience coordinating with municipal boards and regulatory agencies to secure permits and approvals for projects; and has many years of experience with field operations and construction inspection.

Robyn is proficient in HydroCAD, AutoCAD Civil 3D. Her education, coupled with her experience provides valuable insights in varying scopes of projects.

Representative Project Experience:

- **Erie County Water Authority, GP-010 Transmission System Improvements;** 2021-Current. Project Engineer. Provided design of SWPPP components for water transmission and distribution system improvements. Work includes abandonment-in-place of existing 24" transmission main, 12 and 6" distribution mains; installation of new 6, 8, 10, 12 and 24" Ductile Iron Pipe (17,000+/- linear feet total) and appurtenances within the public rights-of-way; testing and disinfection; replacement of existing water services with connections to the new water mains; and associated restoration of pavements, driveways, sidewalks, and lawn areas. *Client: Erie County Water Authority*
- **Peanut Line Parallel Interceptor Sewer;** 2021-present. Project Manager and Design Engineer. Project includes civil/site engineering design for development of +/- 4,000 linear feet of 24-inch parallel interceptor sanitary sewer in Town of Amherst. Responsible for design of site plans, SWMMM model calculations, engineering reports, specifications and cost estimating including SEQR and NYSDEC/USACOE permits. *Client: Town of Amherst*
- **Dorrance Avenue Pump Station Rehabilitation;** 2021-present. Project Manager and Design Engineer. Under a term agreement, the project includes civil/site engineering design for development of a bypass pumping system for sanitary sewer flows to the existing pump station and replacement of components to the onsite generator system. Responsible for the design of site plans, engineering reports, specifications, and cost estimating. *Client: Erie County DEP - Division of Sewer Management*
- **Wide Beach/Lotus Bay Pump Station Rehabilitation Feasibility Analysis;** 2022. Project Manager and Design Engineer. Under a term agreement, the project includes the study and analysis of two pump stations within ECSD#2. GPI developed a list of required upgrades and rehabilitation alternatives for each pump station and prepared construction cost estimates, life cycle cost analysis and schematic designs for each alternative. Project includes a final summary report to ECDSM. *Client: Erie County DEP - Division of Sewer Management*

Chad Jespersen, PE

Construction Administrator

- 23 Years of Experience
- BS / 2002 / Civil Engineering



Registration:

- Professional Engineer / NY, PA, IN & MD

Mr. Jespersen has 23 years of experience including construction management, inspection, and design. Currently, he is the direct field liaison with our construction inspection staff; schedules inspectors for client projects in four counties of Western New York; and administers all project tracking through InfoTech software including pay applications, change orders, submittals, and all other project related documentation.

Representative Project Experience:

- **Sinclairville Waterline Improvements, Sinclairville, New York;** 2014 – 2022. Construction inspection and project management for the installation of new waterlines throughout the Village. Design and project management services including design, bidding/construction documents, and coordination for new wells, well houses, new water tank, and associated work. *Client: Village of Sinclairville*
- **Grover Water Tank Rehabilitation;** 2022 - Present. Construction project management for the cleaning, assessing, repair, and painting of the Grover water tank in Buffalo, NY. Management duties included daily work report reviews, periodic inspections, project documentation management. *Client: City of Buffalo*
- **Heritage Ministries Woodlands Development Civil Site Design;** 2018 – 2020. Design and construction inspection / management for utility movements, excavation, and construction of community building in midst of 4 occupied assisted living facilities. *Client: Heritage Ministries*
- **Heritage Ministries Community Center Civil Site Design;** 2016 – 2020. Construction inspections and management for the demolition of 4 existing building, installation of all new utilities and construction of a community center in the middle of 4 assisted living buildings. *Client: Heritage Ministries*
- **Eldred Borough Sanitary Sewer, Eldred, Pennsylvania;** 2017 - 2018. Design Engineer and Construction Inspection. Design of sanitary collection system including relocation of utilities and replacement of existing facilities. *Client: Inscale Architects, P.C*
- **City of Rochester Preventive Maintenance Construction Inspection;** 2023. Representative Project Engineer. This project involves the milling and resurfacing with spot base repair of the pavement with work that also involves spot curb and hazardous sidewalk replacements, bus stop landing pads, installation or upgrade of accessible curb ramps, minor utility impacts including the adjustment and repair of manholes, receiving basins, water valve castings and replacement of pavement markings and the addition of on-street bicycle facilities. Traffic loops, curb bump-outs and mid-block crossings are also part of the scope of work. *Client: City of Rochester*

Mark Andrews, PLS

Director of Surveying

- 38 Years of Experience
- AAS / 1985 / Surveying



Registration:

- Professional Land Surveyor / NY

Mr. Andrews has 38 years of experience in the surveying industry with expertise that includes GPS, boundary surveys, construction surveys, topographic surveys, construction layout, subdivision and map cover preparation and land title surveys. As Director of Surveying, his additional responsibilities include client contact, right-of-way (ROW) surveys, proposal preparation, project costing, field party coordination, direction of utility and construction layout. He also is proficient in the use of survey related computer software. Mr. Andrews has prepared ROW maps and legal descriptions for the NYSDOT and municipalities. He has extensive experience in highway and route location survey projects including planimetric, highway boundary and cross sections as well as horizontal and vertical control surveys for NYSDOT and NYSTA.

Representative Project Experience:

- **Erie County Water Authority, Contracts GP-007, GP-008, GP-009, GP-010 and GP-011 Water System Improvements - Distribution & Transmission Mains, Various Locations;** 2018-Current. Principal Land Surveyor. QA/QC, Office coordination and field supervision of survey crews in the preparation of Topographic Surveys and base mapping (including mapping of Right-Of-Ways for NYSDOT and Erie County Highways and City/Town Streets) for installation of 10.5 miles of new waterlines (6 to 24-inch) within public rights-of-way; and associated restoration of pavements, driveways, sidewalks, and lawn areas. Individual Contract Construction Costs range from \$1.7M to \$10M (\$26M total). *Client: Erie County Water Authority*
- **East Robinson Road, Town of Amherst, NY;** 2011-2014. Principal Land Surveyor. QA/QC, Office coordination and field supervision of survey crews for upgrading, widening and reconstruction of 1.2 miles of suburban arterial highway including drainage improvements, waterline replacement (9000 LF using NYSDOT Pay Items and Standards), bridge replacement, intersection improvements and related work in the Town of Amherst, NY. This was a federally funded, locally administered project with a construction cost in excess of \$10 million. This project was awarded the APWA WNY 2014 Transportation Project of the Year. *Client: Erie County DPW*
- **Zoar Valley Road Reconstruction, Town of Concord, New York;** 2010. Principal Surveyor. The project involved stabilization of the slope and some minor drainage improvements. The slope stabilization includes roadway reconstruction, the construction of a Mechanically stabilized earth (MSE) wall and minor regrading and revegetation of the roadway side slopes. The drainage improvements include installation of drainage inlets and pipes to convey water down the slope. Regrading of the existing roadside ditches is also included in this project. *Client: Erie County Department of Public Works Division of Highways.*

Krystal Federowicz, NICET III

Construction Inspector

- 25 Years of Experience

Registration:

- NICET Level III
- NACE Level 2 Coating Inspection Certification



Ms. Federowicz has extensive experience as a resident inspector for a variety of municipal infrastructure and highway/bridge assignments, having managed dozens of construction projects for municipalities and agencies throughout the Western New York region.

Her inspection related experience includes the installation of sanitary sewers, storm sewers, waterlines and roadway construction, as well as the performance of coating inspection for the painting of bridge structures and water storage tanks.

Representative Project Experience:

- **Erie County Water Authority, Contracts GP-007, GP-008, GP-009, GP-010 and GP-011 Water System Improvements - Distribution & Transmission Mains, Various Locations;** 2018-Current. Resident Inspector. Responsible for construction oversight and inspection services for installation of 10.5 miles of new waterlines (6 to 24-inch) within public rights-of-way; and associated restoration of pavements, driveways, sidewalks, and lawn areas. Individual Contract Construction Costs range from \$1.7M to \$10M (\$26M total). *Client: Erie County Water Authority*
- **Term Construction Inspection Services Erie County DSM, DEP;** 2017-2019 and 2020-2022. NICET III Construction Inspector. On this term agreement, GPI provided on-site construction inspectors to augment DSM staffing as needed. Inspectors worked under the direction of the County to provide services for construction inspection of sewers, pump stations, and other DSM facilities as needed over the life of the term. Daily work reports and documentation of traffic control and contractor acceptance testing was developed and transmitted to the DSM. *Client: Erie County*
- **Erie County Water Authority, Water System Improvements Contract GP-004 2011, Contract GP-003 2006, Contract GP-2 2005, Contract PH-1, Various Locations;** 2003. Resident Inspector. This project involved replacement of various diameter water mains at 24 locations in the Village of Depew, Town of Amherst, Town of West Seneca, Town of Cheektowaga, Town of Tonawanda, City of Tonawanda and the City of Lackawanna, NY. Responsibilities include inspection of water main installation, highway bores, hydrants, service connections, a creek crossing, interconnections, abandonments, landscaping and pavement restoration. *Client: Erie County Water Authority*

Scott Schmelzinger, NICET III

Construction Inspector

- 37 Years of Experience
- BS / 1991 / Industrial Technology



Registration:

- NICET Level III
- NACE Level 3 Coating Inspection Certification

Mr. Schmelzinger has over 37 years of broad experience as a project inspector and designer for various construction, coatings, and heavy highway project assignments. He has earned a NICET III construction inspection certification, as well as SSPC C3, NACE Level 3 coating inspection and NACE bridge specialty accreditations.

He is current on all medical, safety and continuing education requirements of GPI's Quality Management System. He also has expertise in AutoCAD Land Desktop, having worked as lead designer for more than a decade.

Representative Project Experience:

- **Point Peter Reservoir Rehabilitation, Gowanda, New York; 2023.** Mr. Schmelzinger performed site investigations, design and drafting of rehabilitation plans. *Client: Village of Gowanda*
- **Grover Water Tank and Tower, Buffalo, New York; 2020.** Inspector. Assisted with the condition assessment on the Grover Water Tank and Tower. Assessment was performed on both the interior and exterior of the concrete building and the steel tank. The inspections were performed in accordance to AWWA / OSHA / API 653 and NYS Department of Health standards. *Client: City of Buffalo Water Department*
- **Lincoln Tank Rehabilitation, Town of Tonawanda, New York; 2017.** Inspector. This project involves the exterior cleaning, spot repair and over-coating and interior recoating (thermally applied plural component) of a one-million-gallon potable water storage tank. Responsible for documentation of work performed, quality assurance inspection of ambient conditions, surface preparation, coating application, pit repairs and low voltage holiday detection. *Client: Clough Harbour & Associates LLP*
- **Potable Water Tank Inspections, Various, Buffalo, New York; 2017.** Coatings Inspector. Assisted with condition assessments on the East Ferry/Fillmore Tank, Manhattan Tank, and Hancock Avenue Tanks. Tanks were removed from service, cleaned and inspected. The inspections were performed in accordance to AWWA/OSHA/API 653, and NYS Department of Health standards. Repair recommendations were made for both interior and exterior coating systems, and mechanical repairs. Budgetary cost estimates were provided for complete coating replacement of both interior and exterior coating systems. *Client: City of Buffalo Water*
- **Potable Water Storage Tank Inspections, Various, Erie County, New York; 2016.** Inspector. Responsibilities included surface preparation of the exterior and interior steel or concrete surfaces, as well as inspection prior to coating application and at all intermediate coats, during application. *Client: Erie County Water Authority*



About GPI

Founded in 1966, GPI is a leading engineering consulting firm that specializes in the innovative design and construction of transportation infrastructure and building projects. Our experts provide comprehensive engineering, design, planning and construction management services to a wide variety of government agencies, municipalities, institutions, industries, corporations, private organizations and developers.

Services: Bridge Engineering, Building Systems Engineering/MEP, Civil and Site Engineering, Construction Management, Environmental/Sustainability, GIS/Asset Management, Highway Engineering, Planning & Urban Design, Protective Coatings, Surveying/Mapping, Traffic Engineering, Water/Wastewater

Specialties: Geospatial Services, Laboratory, Training/Continuing Education

www.gpinet.com



Prepared For:

Allison Koczur
Executive Assistance to the Supervisor
Town of Boston
8500 Boston State Road
Boston, NY 14025
supervisor@townofboston.com

Submitted by:

LaBella Associates
300 Pearl Street
Suite 130
Buffalo, NY 14202
(716) 551-6281



Engineering Services for Water System Projects

TOWN OF BOSTON

MAY 24, 2024



May 24, 2024

Allison Koczur
Executive Assistant to the Supervisor
Town of Boston
8500 Boston State Road
Boston, NY 14025
Via email: supervisor@townofboston.com

RE: RFQ – Engineering Services for Water System Projects

Dear Ms. Koczur:

We are pleased to present our qualifications to assist the Town of Boston (Town) with the planning, design, bidding, and construction administration for the replacement of water distribution lines. We are very familiar with the Town and Erie County Water Authority's, having worked with both entities on various projects,

We are invested in supporting the Town under this contract and value our long-term relationship. We look forward to the opportunity to once again showcase our team's expertise, and demonstrate our readiness to deliver continued exemplary services.

LaBella is prepared to draw on strong communication and project management skills to initiate essential discussions with Town and ECWA Officials, staff, and regulators. Our focus is to define shared objectives early in design to streamline the project. Our project manager and technical leads will be intimately involved through all phases of planning, design, permitting, bidding, and construction. LaBella's thorough administration will ensure that the system is constructed to the projects design standards and bring value to the project.

We believe we are uniquely qualified to assist the Town for the following reasons:

- **Local Presence/Knowledge:** LaBella has a local office located in Buffalo, NY. We have successfully completed similar water supply infrastructure projects for ECWA. Our work on these projects has given us insight on how best to serve the Town and economize project elements to maximize grant funding for the tax payers.
- **Technical Expertise:** LaBella possesses a full suite of in-house skills that will enable our team to execute this project seamlessly. Our team can serve the project with planning, surveying, municipal/civil engineering, environmental, and construction engineering services. The project will be managed by myself, Donald Hoefler, PE, bringing nearly four decades of engineering experience relating to public infrastructure funding, design, and construction. Additionally, Russell Stoll, PE will be the technical advisor, providing valuable insight from his tenure serving as Executive Director at ECWA.
- **Construction Leadership:** Our company's robust portfolio in construction administration services is supported by a proven track record of completed projects and satisfied clients.

The attributes highlighted above enable us to develop a work plan that is tried and tested, agile, time-efficient, and cost-effective. Enclosed please find our team's qualifications and approach to delivering outstanding service to the Town of Boston.

Respectfully submitted,
LaBella Associates

A handwritten signature in black ink that reads 'Donald Hoefler'.

Donald Hoefler, PE
Senior Civil Engineer

A handwritten signature in blue ink that reads 'Russell Stoll'.

Russell Stoll, PE
Technical Advisor



SECTION 1

APPROACH

APPROACH & PROJECT MANAGEMENT

Approach

Recognizing the critical nature and urgency of the required improvements to the water system, and their significance for the Town of Boston (Town) community, we propose a comprehensive scope of work designed to efficiently meet upcoming infrastructure improvements. It is our understanding that the Town seeks qualified Professionals to design and administer water main replacements across the Town. We stand ready to deliver support as our proposal includes survey field work/ data collection, design, permitting, and bidding assistance services.

The following represents a comprehensive overview of the scope of work outlined in this proposal:

Task 1 (Survey): LaBella will provide survey that involves verification of existing conditions and equipment, integration with existing project elevations and measurements, documentation of other existing features in the project area, establishment of baseline control and benchmarks, and comprehensive mapping of all gathered data as necessary for the preparation of design and construction documents.

Task 2 (Conceptual Design): The LaBella design team will collaborate with the Town and Erie County Water Authority (ECWA) to develop initial schematic water main layouts, identify proposed pipe materials and diameters, assessing hydraulic requirements, and integrating the proposed infrastructure with the existing water system to ensure efficient water distribution and minimize service disruptions to customers.

Task 3 (Design Documents): The Design Documents phase involves developing permit review level engineers report, drawings, and specifications which include assessment of alternatives, evaluation of cost, and preliminary coordination existing utilities. Through the Detailed Design Phase, LaBella will develop comprehensive construction drawings and specifications, include hydraulic



calculations, material selection and sizing, as well as final coordination with local authorities for permits.

Task 4 (NYS EFC Reporting): LaBella routinely collaborates with state agencies on grant-funded projects. We will coordinate the proposed work with the New York State Environmental Facilities Corporation (NYSEFC) on behalf of the Town. This includes assisting with MWBE and EEO reporting requirements by preparing all necessary documentation for quarterly reporting. Additionally, following construction, LaBella will obtain and submit required items to the EFC as part of their Document Collection and closeout process. This encompasses providing a variety of documents such as pay applications, inspection reports, MWBE reports, American Iron & Steel certificates, wage rate interviews, change orders, and meeting minutes, along with completing the Document Collection Form questionnaire and coordinating with the Town for their signature.

Task 5 (Bidding Assistance): LaBella will assist the Town throughout the project's bidding phase, including:

- Distributing Bid Documents in PDF format to the Town, ECWA, NYS DEC, and NYS EFC for review and administrative purposes, with hard copies available at both the Consultant's and the Town offices. For

distribution to prospective bidders, the Project Manual will be available for online download.

- Responding to bidder inquiries, clarifying questions, and preparing necessary bid addenda (as needed).
- Facilitating a pre-bid conference at the project site to assist the Town, addressing technical queries.
- Evaluating bids from the three lowest bidders at bid opening for adherence to requirements, including any proposed equipment and material substitutions.
- Generating a bid evaluation report to identify the lowest responsible bidder and provide recommendations on substitutions.
- Communicating responses to bidder questions and clarifications, as well as issuing bid addenda and the bid evaluation report to the Town and ECWA electronically in PDF format.
- Managing the list of bidders, handling inquiries, and disseminating bid documents and addenda.
- Upon the Town's approval of the low bid(s), LaBella will:
 - Prepare conformed contract documents
 - Draft agreements for the Town and low bidder(s)

APPROACH & PROJECT MANAGEMENT

and gather necessary documentation for agreement finalization

- Organize a post-bid/preconstruction meeting with low bidder(s) to review the contracting and construction procedures.
- Issue a Notice to Proceed for each contract on behalf of the Town.

Task 6 (Construction Administration):

During Construction, LaBella will coordinate with the Town and ECWA and the Contractor to oversee the construction process, ensuring compliance with design specifications and completion of project record drawings. This role will include managing contractor coordination, conducting progress meetings, negotiating change orders and project documentation.

Task 7 (Construction Inspection):

Construction observation will task LaBella and their MWBE/WBE subconsultants with on-site observation to monitor progress, verify adherence to design specifications, document the quality of materials and workmanship, address any issues or deviations from plans, and act as the liaison between the Town and the contractor as needed.

Project Management

At LaBella, successful Project Management is defined as whatever it takes to look out for the client's best interests. "Powered by Partnership" is true to who we are and what we strive to become – a partner with you, sharing your objectives as our own, subordinating other motives. LaBella's leadership will ask first, "Is the client happy," and only later, "Are we doing okay on fee?"

Schedule: We will meet or beat whatever delivery date we agree to (and our clients will attest to that fact). Additionally, we have the expertise necessary for this contract immediately available to us – not only in our water and wastewater engineering staff, but also with our other in-house engineering and architecture disciplines.

Budget: You will know up-front what our work will cost, and it will not increase unless the scope changes. In fact as our clients' partner, we've been known to provide additional scope at no additional cost under lump-sum budgets, where we believe it would benefit your objectives.

Communications: As in any true partnership, our communication with our clients is free-flowing. We will, as necessary, schedule, chair and document project progress meetings. These will provide a forum for discussion for stakeholders to provide a broad overview of the project progress, and a deep-dive into details where necessary. We prepare formal action-item meeting minutes for each progress meeting, itemizing and assigning responsibilities (and deadlines, where appropriate) for next steps for both you and us.

While regular formal progress meetings (typically monthly) are scheduled with our clients for each significant assignment, our relationship with our clients is such that communication by phone or email is far more common to address concerns and questions as they arise. This keeps you informed, ensures that your thoughts and ideas are applied along the way (not just through formal milestone submittal reviews), and that the project progresses expeditiously.

Stakeholders: It may be surprising, but engineers don't know everything! It's important to engage a variety of perspectives before making recommendations. Your affected team members will be an integral part of the monthly progress meetings discussed above, offering their ideas and feedback. These stakeholders may range from the hands-on operators of the facilities to administrative-level managers who are responsible for budgets and those that must justify decisions to the Town Board. Regulatory stakeholders also play a role, and it is standard LaBella practice to proactively engage them to identify measures that can be taken to speed up their approval.

Risk: Risk requires attention to ensure

that potential construction difficulties are identified and accommodated in the design. LaBella identifies and evaluates any unusual design or construction requirement in detail. We will document and review these issues with the project stakeholders and discuss and implement mitigating measures and cost effective solutions through the project design and specification to cost control the project risks.

Quality Assurance & Control:

Quality is foundational to our culture at LaBella, to the success of our Clients' endeavors with which they entrust us, and to the endurance of our business.

'Quality Control' is a term too-often used, such that it sadly has become more commonly a cliché indicative of a marginally beneficial final step of production, than of a process that ensures the product is truly infused with high quality. Therefore, we at LaBella choose a distinctive term to describe how we approach quality: Excellence Assurance.

Our Excellence Assurance Program (EAP) describes how we assure excellence, and provides a framework and tools for doing so, uniformly and in a measurable way.

Excellence is every team member's objective. Though responsibility for much of what is enumerated in our EAP begins with Project Managers, we take seriously the commitment that we will hold each other accountable for its implementation. It is our staff members' nature to speak up if they see practices inconsistent with our objective, whether by a Team member working at their direction, or a supervisor for whom they are performing a task.

Our competitors' QA/QC programs are often sidelined because of the inconveniences they impose. Ours is simple by design: We infuse Excellence through integrated day-to-day practices during every step of each project's development, which reduces the effort required to produce Excellence. Consistent application of the principles and tools streamlines production, enabling us to deliver Excellence on schedule and within budget.



SECTION 2 **EXPERIENCE**

EXPERIENCE WITH TERM AGREEMENTS

Our Approach to Term Contracts

Having LaBellas' full-service firm in your toolbox means that whatever the assignment, we will staff it with optimal personnel – utilizing our in-house expertise, tailored to the needs of each project. By having redundancy in the services provided by our in-house capabilities, we have flexibility in how we staff the project and greater capacity to respond—even on the shortest notice. Through this approach, we have successfully maintained term-contract relationships with educational institutions, private companies, and municipal and government clients throughout the state.

Our company motto, “**Powered by partnership.**” is not merely a tagline. It defines how we do business. Above all, we strive to build trusting partnerships with each and every one of our clients. We're with you for the long-haul, and are committed to serving your needs and contributing to your mission. We understand the nature of term-contract assignments, and view them as an opportunity to build these partnerships. Not just to “get the big one”, but because we know that in any partnership, how we contribute day in and day out will prove our value to you.

Our approach to term assignments is simple: understand the goal, staff the project with the right people, and get it done. We will ask the right questions to understand the problem, recommend solutions – including alternatives – and keep you informed. We believe that as professionals, our job is to provide good information that is presented clearly in order for



A successful project starts with a solid foundation.

you to make the best decisions. Our project managers are key to this process at the project level and our principal will stay in close contact – often managing the projects personally, but always staying informed and available. If something's not going how you believe it should, we'll fix it. As your needs change, we'll be flexible.

Municipalities

- City of Albany
- Village of Fredonia
- Town of Rotterdam
- Town of Malta
- Village of Menands
- City of New Rochelle
- Town of Queensbury
- Town of Stillwater
- Village of Ballston Spa
- Town of Bolton
- Village of Fort Edward
- Village of Hudson Falls
- Town of Lake George
- Village of Lake George
- Town of Victor
- Town of Kent
- City of Rye
- Putnam County
- City of Troy (Structural Engineering and Civil/ Transportation Services)
- City of Rochester (Bridge & Structural, Environmental, MEP & Structural Programs)
- Chautauqua County (Miscellaneous Engineering)
- Dutchess County DPW (Architecture & Land Surveying Services)
- Erie County DPW (Architectural & Engineering Services)
- Erie County Water Authority (GIS Technical Support Consulting Services)
- Erie County Industrial Development Agency (Environmental Services)
- Monroe County (Architecture & Environmental Engineering)
- Wayne County (General Architecture, Engineering & Testing Services)
- Warren County (General Architecture, Engineering)
- Washington County (Architecture & Engineering)

WATER SUPPLY TREATMENT, STORAGE & DISTRIBUTION

LaBella provides engineering planning, design, and construction administration/ observation services for both public and private water supply, treatment, storage and distribution systems. We have experience with small and large projects ranging from evaluating and improving existing facilities to the planning and design of new facilities. LaBella's personalized approach ensures that clients are well informed throughout the process to create effective and efficient project outcomes.

Services include:

- Water Resource Development, Design and Management
- Water System Master Planning
- Water Treatment System Design and Process Upgrading
- Capital Improvement Planning
- Special District Formation
- Booster Pump Station Rehabilitation
- Water Storage Tanks – New Construction and Rehabilitation
- Distribution System/Backflow Prevention Design and Analysis
- GIS/Computer Distribution System Mapping
- Instrumentation, Control and SCADA Systems
- Computerized Distribution System/ Hydraulic Modeling
- Chemical Treatment/ Chemical Compliance Systems
- Construction Phase Support
- Asset Management



FIRM EXPERIENCE

Recent Successful Grant Applications

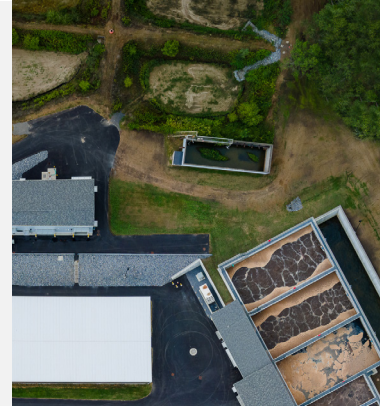
LaBella has been successful in securing over \$540 million for municipal clients in the last 40 years. The following describes some of the NYSEFC grant applications prepared for municipal clients by LaBella that were funded **in the last five years**. For many of these projects, we also supported our clients with planning, engineering, architectural, and environmental services to progress the projects—often to completion.

\$12
MILLION
LOCALLY
SINCE 2018

NYSDEC Water Quality Improvement Project (WQIP) Program

Communities include:

- Town of Queensbury Rockhurst Sewer District \$6.1M Requested/Funded (2021)
- Lake George Land Conservancy ClarkHollow Bay Land Acquisition \$3.7M Requested/Funded (2021)
- Town of Stillwater Saratoga Lake Water Quality Study \$30k Requested/Funded (2019)
- Town of Lake George Wastewater Treatment Plant \$2.5M (2018)



\$4.2
MILLION

Environmental Facilities Corporation Green Innovation Grant Program (GIGP)

Communities include:

- City of Cohoes Canal Square Park \$1.1M Requested/Funded (2017)
- Village of Hudson Falls Paris Park \$725k Requested/Funded (2018)



\$630
THOUSAND
LOCALLY IN
RECENT YEARS

NYSEFC Engineering Planning Grants

Communities include:

- Village of Massena WWTP Upgrades \$50k Requested/Funded (2022)
- Village of Massena Sewer Slip Lining \$50k Requested/Funded (2022)
- Town of Lake George Caldwell Sewer District I/I Study \$50k Requested/Funded (2019)



\$17.5
MILLION
IN LAST
5 YEARS

NYSEFC Water Infrastructure Improvement Act (WIIA)

Communities include:

- Village of Pawling MTA Trunk Sewer \$508k Requested/Funded (2023)
- Village of Attica Water Treatment Plant Improvements \$5M Requested/Funded (2022)
- Wayne County WWTP Regional Tank \$3.9M Requested/Funded (2019)

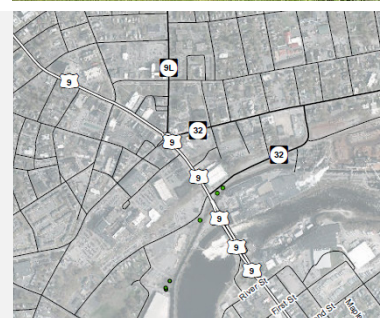


12
PROJECTS
IN 3 YEARS

NYSEFC Drinking Water State Revolving Fund (DWSRF) and Clean Water State Revolving Fund (CWSRF)

Communities include:

- City of Glens Falls WWTP \$815k Requested/Funded (2018)
- City of Glens Falls Henry Street \$468k Requested/Funded (2019)



PROJECT EXPERIENCE

Water System Projects

ECWA, Cheektowaga and Lancaster Watermains

Each year, the Erie County Water Authority (ECWA) completes a series of watermain reconstruction projects within their service area. Through the years, ECWA has contracted with LaBella Associates to complete the following watermain replacement projects (Design Services, Bidding, General Services and Construction Inspection):

LA-001

- Cheektowaga/Lancaster
- 7,000'+/- 8" Watermain
- Constructed - 2021

LA-005

- City of Tonawanda
- 11,000'+/- 6-16" Watermain
- Construction - 2024

City of Buffalo- Water Projects

LaBella has an on-going contract with the City of Buffalo Public Works/Water Department (City) to complete water related projects. Through the years, the City contracted with LaBella to complete the following watermain replacement projects (Design Services, Bidding, General Services and Construction Inspection):

Fruitbelt Cleaning and Lining

- 28,100'+/- 6" & 20" Watermains
- Constructed - 2018-2019

2021 Water System - South

- 13,500'+/- 4-16" Watermain
- Construction - 2024

2024 Water System - Various

- 13,700'+/- 8" Watermain
- Design-2024

Town of Kendall- Water System Improvements

LaBella Associates was retained for the design of eight projects to install approximately 25 miles of water mains to extend the Town's distribution system. Many residential wells had become contaminated from failing septic systems. Other wells suffered from poor volume during the summer

Michael J. Quinn, PE, BCEE
Sr. Distribution Engineer
Erie County Water Authority
mquinn@ecwa.org
(716) 685-8203

LA-006

- City of Tonawanda
- 14,400'+/- 4'-16" Watermain
- Completing Design - 2024

The project designs included coordinating with ECWA to determine an efficient replacement alignment that minimizes utility conflicts and maximizes utility separation distances. LaBella also conducted coordination meetings with ECWA finalized the alignment in order to advanced design. The watermain replacement designs were reviewed and approved

With regard to the Fruit Belt cleaning and lining assignment, LaBella was retained to improve the water system serving the east side of the Fruit Belt neighborhood, which had been plagued with low water pressure and volume. The system's deficiencies in this neighborhood were a result of the tuberculation of the existing cast iron watermains. Tuberculation is a bacterial-based oxygen driven form of corrosion that results in iron oxide precipitation. The deposition of iron oxide (tubercles) from the water has progressively clogged the pipes through the years. Since the watermains were considered structurally sound based on review of the watermain break records, the project called for the cleaning and relining instead of replacement of approximately 5 miles of watermain within the neighborhood.

months. These projects completed a major loop to reinforce fire flows and provide greater reliability of service within the Town and included chlorine booster stations and pressure control vaults. The projects were funded through a combination of grants and loans from H.U.D. Small Cities program and Rural Development.



by the individual municipalities as well as the New York State Department of Transportation and Erie County Department of Public Works who have maintenance jurisdiction over roadways within the construction limits. LA-006 included review and approval by CSX and NYSDEC because the replacement infrastructure impacted their facilities/jurisdictions.

Peter Merlo, P.E.
Principal Water Engineer
Buffalo Water Board
716-851-4771

The remaining water system improvement project designs included working with City to determine an efficient replacement alignment that minimizes utility conflicts and maximizes utility separation distances. Coordination meetings with City finalized the alignment and advanced design. The watermain replacement design were reviewed and approved by various City of Buffalo Departments and the New York State Department of Transportation, as necessary. After design approval, LaBella assists with the bidding services, general services during construction and construction inspection.

Tony Cammarata
Town Supervisor
(585) 659-8201
supervisor@townofkendall.com

PROJECT EXPERIENCE

Water System Projects

ECWA- Castle Hill Pump Station Replacement

Erie County Water Authority (ECWA) acquired the Castle Hill Pump Station and associated distribution system from the Town of Aurora in 2019.

The existing pump station, which serves approximately 200 residences, lacks sufficient space for operation and maintenance, excludes numerous features ECWA desires, and includes antiquated and inefficient pumps. Per ECWA preference and to comply with applicable regulatory requirements, the existing pump station will be replaced.

To document the existing pump station's deficiencies and ensure the project's eligibility for a Water Infrastructure Improvement Act grant, LaBella completed a preliminary engineering report including an existing conditions evaluation, alternatives analysis, life-cycle cost estimate, and suggested asset investment schedule.

City of Rochester, 3B and 3C Lead Service Line Replacement

LaBella Associates was selected by the City of Rochester Water Bureau (RWB) to complete 3B and 3C Lead Service Line Replacement Projects. The Lead and Copper Rule, as updated by the Environmental Protection Agency, establishes new regulations, testing and timeframes to better protect children and communities from the risks of lead exposure.

The typical water service replacement consists of two segments, with each segment having differing maintenance designations. The "outside" service consists of the portion of the water service from the

Michael J. Quinn, PE, BCEE
Sr. Distribution Engineer
Erie County Water Authority
mquinn@ecwa.org
(716) 685-8203

The replacement pump station will be constructed on the same site. Similar to the existing configuration, the new pumps' suction pipe will branch off of an existing main which serves as the inlet and outlet to a 1 million gallon storage tank, owned by the Village of East Aurora, also located at the site.

To maintain adequate distribution system pressure despite the varied topography of the service area, the distribution system includes several pressure zones regulated by pressure reducing valves.

After the selection of process equipment, based on the established design parameters, LaBella designed

connection at the main to the curb valve. This portion is typically located in the public right-of-way and by City Code, RWB is responsible for maintenance of this section. The "inside" service is considered the section located between the curb valve to the building located typically on private property. The property owner is responsible for maintenance and replacement of this section.

LaBella is responsible for the review and assembly of all City-maintained GIS Data (water facilities, rights-of-way, property information, trees, etc..) and County maintained GIS sewer data. LaBella completed a preliminary and final plan submittal including an engineering report, project



the pump station building using our multidisciplinary expertise in architecture, civil, structural, geotechnical, and mechanical/electrical/plumbing (MEP) engineering. LaBella's team coordinated closely with ECWA to ensure the building design includes all desired features.

LaBella will complete design documents for review by the Erie County Health Department, and then assist ECWA with construction procurement, administration, and observation.

Michael Bushart
City of Rochester Water Bureau
(585) 428-7500

specifications and cost estimates. We are assisting in the bidding of the project by completing addenda, will attend and assist the pre-bid meeting, analyze the bids and submit a letter of recommendation for award.

LaBella will handle the construction administration of the project including public information meetings, attending the pre-construction meeting, shop drawing review and field change sketches. LaBella's team will also provide all Resident Project Representation services throughout the duration of construction.



SECTION 3

KEY STAFF

TEAM ORGANIZATION

The Design and Inspection Team provided will be made available to support the Town of Boston projects.

Don Hoefler, PE is working on the design and management of municipal and site development projects. Having worked on and successfully completed several recent transmission and distribution projects, LaBella will ensure he has the availability and capacity to be committed to the successful design and completion of the project.

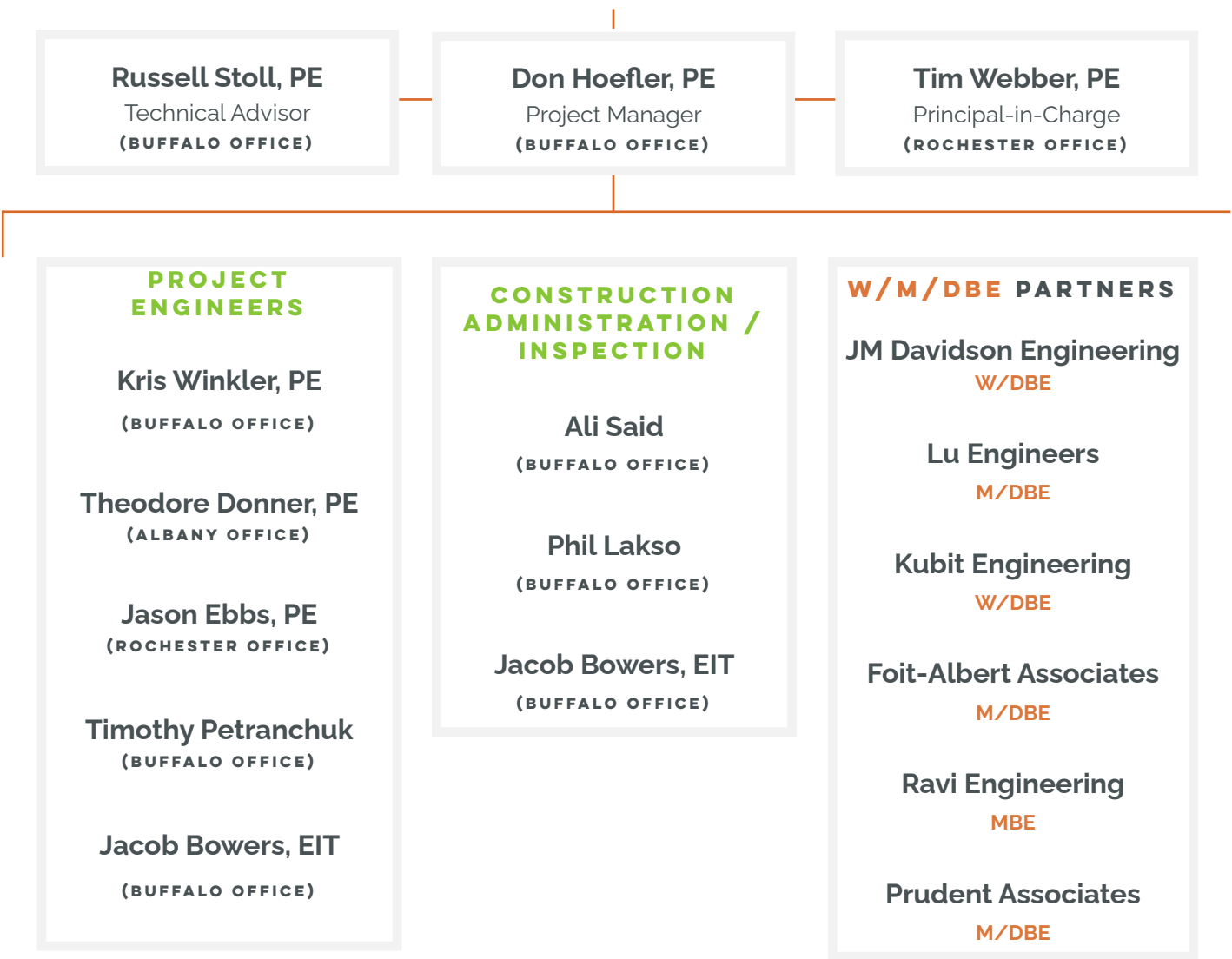
Kris Winkler, PE is a valuable addition to our LaBella Civil Team in Buffalo. He has worked on projects involving review and coordination with numerous authorities and agencies, and will be available to provide to assist with the management and design of this project, as necessary. He will also be supported by **Jason Ebbs, PE** and **Theodore Donner, PE**.

As one of our most experienced Engineers/Designers, **Tim Petranchuk** is involved in many projects. He has been involved in dozens of water and sewer assignments and will have the availability and capacity to be dedicated to this project. **Jacob Bower** is working on numerous municipal projects, but will be available to provide the design support necessary to meet the project schedule.

Ali Said, Phil Lakso, and Jacob Bower, our Watermain Inspectors, are available to provide the Resident Inspection for the proposed construction.

As a company with over 1,700 employees, LaBella has listed additional personnel on the Organizational Chart that will provide assistance or backup as necessary. LaBella is committed to providing a consistent and highly qualified Design and Construction Team to efficiently and successfully complete the project.

TOWN OF BOSTON



LABELLA'S KEY TEAM

Russell J. Stoll, PE | Technical Advisor

Russell is an experienced Project Manager and Professional Engineer with over 42 years of broad and varied engineering project experience. He has been a manager, engineer, and municipal liaison for Erie County Water Authority and is experienced in managing teams and coordinating tasks and projects to produce on-time and with-in budget results. Russell is excellent at communication, interpersonal, supervisory skills, and leadership ability and maintains a broad overview while attending to detail.

Education: SUNY Buffalo: B.S. Civil Engineering (Cum Laude) |Erie Community College: A.A.S. Const. Tech.

Licenses: Professional Engineer: NY, NJ, CT

Industry Experience (Years): 42 **LaBella (Years):** >1



Donald Hoe ler, PE | Project Manager

Don has 39 years of experience in municipal engineering design, principally on infrastructure projects. He has served as a project engineer and manager on many watermain designs and pump station facilities. Don has lead the design and construction of water mains for the Erie County Water Authority, City of Buffalo and several other western New York communities.

Education: Clarkson University: BS Civil Engineering

Licenses: Professional Engineer: NY

Industry Experience (Years): 39 **LaBella (Years):** 8



Kristopher Winkler, PE | Senior Civil Engineer

Kris is a Project Manager with over 24 years of experience responsible for managing a variety of Civil-Site projects across New York State. His responsibilities include managing projects from start to finish including site layout, grading, drainage, sewers and utilities. Kris has experiencing navigating site projects through regulatory review and permitting agencies. He regularly manages projects collaborating directly with clients, design team, CM team, and site contractors. development.

Education: State University of New York at Buffalo: B.S. Civil Engineering

Licenses: Professional Engineer: NY

Industry Experience (Years): 24 **LaBella (Years):** 3



Theodore Donner, PE | Senior Civil Engineer

Ted is a Civil and Environmental Engineer with specialized experience in Water/Wastewater Management and Municipal Engineering. Ted has more than 10 years of experience working with municipalities throughout New York State leveraging strong project management and communication skills to deliver a synchronized design process

Education: SUNY College of Environmental Resource Engineering: B.S. Environmental Resource Engineering

Licenses: Professional Engineer: NY

Industry Experience (Years): 10 **LaBella (Years):** 1



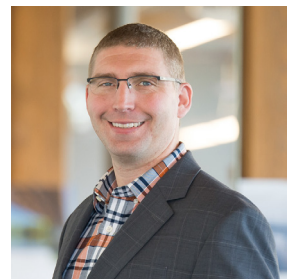
Jason Ebbs, PE | Senior Civil Engineer

Jason has over 14 years of design experience in the field of civil engineering. With a diverse design background in commercial, educational, and the municipal market sectors, he has worked on a variety of different projects in New York, New Jersey, and Pennsylvania. Jason specializes in site development, utilities, water main, sanitary sewer, and stormwater management. Jason continues to demonstrate positive leadership skills and excellent client coordination and communication abilities associated with each of his projects.

Education: Rochester Institute of Technology: B.S. Civil Engineering

Licenses: Professional Engineer: NY

Industry Experience (Years): 14 **LaBella (Years):** 7



Timothy Petranchuk | Senior Designer

Timothy's experience includes the design of various projects for local municipalities. His very broad background in survey, site design, road reconstruction, and water and sanitary sewer installation/replacement, storm sewer installation/replacement gives him the versatility to function strongly within many disciplines. He has performed in the capacity of Engineering Designer for the preparation of contract documents including digital terrain modeling, generating profiles and cross sections, earthwork calculations and quantity take offs, sheet layouts, specifications, cost estimates. He is proficient in the use of several software packages and he has extensive experience in AutoCAD Civil 3d and Water CADD.

Education: Mohawk Community College: AAS, Civil Engineering Technology

Industry Experience (Years): 34 **LaBella (Years):** 8



TOWN OF BOSTON



COPY

TOWN OF BOSTON – RESOLUTION NO. 2024-04

CLARK PATTERSON LEE TO SERVE AS PRIMARY TOWN ENGINEER

WHEREAS, pursuant to Town Law § 20(2)(b), the Town of Boston may contract with an engineering services firm to give it such professional service and advice as it may require; and

WHEREAS, Clark Patterson Lee has presented a proposal to provide municipal engineering services to the Town; and

WHEREAS, Clark Patterson Lee has the experience, resources, and qualifications to handle the specific municipal engineering needs of the Town of Boston;

NOW THEREFORE BE IT

RESOLVED, that the Supervisor hereby is authorized, on behalf of the Town of Boston, to engage Clark Patterson Lee for Town engineering needs, at the rates set forth in that firm's proposal, and

IT IS FURTHER RESOLVED, that Clark Patterson Lee shall be the duly-designated Engineer for the Town of Boston through December 31, 2024 or until further Resolution of the Town Board, and shall perform those specific tasks and duties as are required of the Town Engineer pursuant to the Town of Boston Code.

On January 3, 2024, the question of the adoption of the foregoing Resolution was duly put to a vote on roll call, which resulted as follows:

	Yes	No	Abstain	Absent
Councilmember Cartechine	[X]	[]	[]	[]
Councilmember Lucachik	[X]	[]	[]	[]
Councilmember Martin	[]	[]	[]	[X]
Councilmember Selby	[X]	[]	[]	[]
Supervisor Keding	[X]	[]	[]	[]


Sandra L. Quinlan, Town Clerk