



# Sauquoit Creek Basin Intermunicipal Commission

c/o Herkimer-Oneida Counties Comprehensive Planning Program  
The Boehlert Center at Union Station  
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## **MEETING MINUTES**

**August 16, 2016**

**4:30 PM**

Whitestown Town Offices  
8539 Clark Mills Road  
Whitestown, NY

### **Present**

Dave Glenn, Chair (V. of Whitesboro)  
James Christian, Jr (T. of Paris)  
Larry Felitto (V. of Yorkville)  
Sal Granato (T. of Whitestown)

Al Swierczek (Engineer)  
Dave Babowicz (OC DPW)  
Kristin Campbell (HOCCPP)

The meeting was opened at 4:30 pm by Chairperson Dave Glenn. Upon a motion by Supervisor Christian and second by Dave Glenn, the minutes of the May 17, 2016 meeting were approved. Upon a motion by Larry Felitto and second by Supervisor Christian, the minutes of the June 21, 2016 meeting were approved. Upon a motion by Larry Felitto and second by Supervisor Christian, the minutes of the July 19, 2016 meeting were approved.

### **Oneida County Flood Mitigation Funds Progress report**

#### *Main Street Bridge Stormwater Improvements*

Work is complete. Al S. will inspect the site to make sure the grass seed has taken to prevent erosion on the bank. Once he receives a request for final payment he will pass on to the Commission .

#### *Paris Box Culverts*

The final of the easement for the last project location was signed recently and a copy was forwarded by Supervisor Christian to Kristin. Al S. reported on the progress of the designs for three of the four sites. Tucker's Brook and Michael's Greenhouse locations are all underway for design and have been sent to drafting. The Pinnacle Road site will take a little more time to come up with a design and now that the final easement has been secured, the fourth site design can be started.

A permit from the Army Corps of Engineers will necessary. Once drawings are complete the joint permit application can be sent to ACOE.

### **Treasurer's Report**

Kristin reported the balance in the Commission's bank account is \$ 164,061.11. Upon a motion by Larry Felitto, and second by Sal Granato the SCBIC unanimously approved the treasurer's report.

Kristin presented documentation for payment to Chargo Earthworks \$500 for reimbursement for work in removing a tree near the Main Street Bridge over the Sauquoit Creek in July. Upon a motion by Larry Felitto, and second by Supervisor Christian, the SCBIC unanimously approved the payment to Chargo Earthworks.

Kristin presented documentation for payment to HOCCPP for \$10,000 for reimbursement for first and second quarter billing of staff support in 2016. Upon a motion by Larry Felitto, and second by Dave Glenn, the SCBIC unanimously approved the payment to HOCCPP.

### **2016 Budget**

The Commission discussed the budget for 2016 and need to send out the invoices in September. Dave would like to set up a budget meeting with member supervisors and mayors to talk about the Commission, budgets and structure. Kristin will assist in setting up a date and time for this meeting.

### **Other Business**

#### **Bridge NY Grant**

The BRIDGE NY program, administered by NYSDOT, is open to all municipal owners of bridges and culverts. Projects selected for funding under the BRIDGE NY Initiative will be evaluated based on the resiliency of the structure, including such factors as hydraulic vulnerability and structural resiliency; the significance and importance of the bridge including traffic volumes, detour considerations, number and types of businesses served and impacts on commerce; and the current bridge and culvert structural conditions. The deadline is **September 9, 2016**. Kristin spoke with HOCTS staff about the potential of Commission communities applying. They are available if members have questions. Whitestown applied for multiple projects already. Paris is interested in applying.

The next meeting date is September 20, 2016 at the Whitestown Town Building located at 8539 Clark Mills Road, Whitesboro.