



VILLAGE OF COLD SPRING
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Village of Cold Spring Board of Trustees
Meeting Minutes
July 6, 2022

The Board of Trustees of the Village of Cold Spring held a Meeting on Wednesday July 6, 2022 at Village Hall and via videoconference as per Chapter 1 of Local Laws of 2022. Present were Mayor Kathleen E. Foley, Trustees Laura Bozzi, Cathryn Fadde, Eliza Starbuck and Tweeps Phillips Woods. The meeting was called to order at 7:01pm by Mayor Foley.

Request to Add Agenda Item

K. Foley made a motion to add the following item to the agenda: Authorizing the mayor to sign the proposal from James J. Hahn Engineering for the Water Meter Endpoint Replacement Project. C. Fadde seconded the motion and it passed by a vote of 5-0.

K. Foley made a motion to approve the proposal (copy attached). T. Woods seconded the motion and it passed by a vote of 5-0.

Announcements

K. Foley reminded the public that the Community Day Event is scheduled for September 3rd with a Rain Date of September 4th

Board Business

Approve Addendum to PBA Agreement

K. Foley made a motion to approve an addendum to the PBA Agreement recognizing Juneteenth as an observed holiday effective June 19, 2022. C. Fadde seconded the motion and it passed by a vote of 5-0-0-0.

Request by Cub Scouts to hold a Fishing Derby at the Cold Spring Reservoir

E. Starbuck made a motion to approve the request by the Cub Scouts to hold a Fishing Derby at the Cold Spring Reservoir on Sunday July 17, 2022 from Noon – 3:00pm (Rain Date 7/24/22). T. Woods seconded the motion and it passed by a vote of 5-0-0-0.

New Hires

K. Foley made a motion to hire Gherid Oudekerk as Water- Wastewater Operator at rate of pay up to \$30/hour with a six-month probation period. E. Starbuck seconded the motion and it passed by a vote of 5-0-0-0.

F. Foley made a motion to hire Maurice Williams as a Seasonal Laborer for up to 40 hours per week for eight weeks at a rate of pay \$16/hour. C. Fadde seconded the motion and it passed by a vote of 5-0-0-0.

Approval of Minutes

E. Starbuck made a motion to approve the minutes of the 5/24/2022 meeting as submitted. L. Bozzi seconded the motion and it passed by a vote of 5-0-0-0.

E. Starbuck made a motion to approve the minutes of the 5/25/2022 meeting as submitted. C. Fadde seconded the motion and it passed by a vote of 5-0-0-0.

Approval of Bills

C. Fadde made a motion to approve Batch # 6518 in the amount of \$12,795.25 (FY 2021-22). L. Bozzi seconded the motion and it passed by a vote of 5-0-0-0.

L. Bozzi made a motion to approve Batch # 6519 in the amount of \$37,521.35 (FY 2022-23). T. Woods seconded the motion and it passed by a vote of 5-0-0-0.

Public Comment

None

Adjournment

K. Foley made a motion to adjourn the meeting. T. Woods seconded the motion and it passed by a vote of 5-0. The meeting adjourned at 7:15 pm.

Prepared by: J. Vidakovich

Jeff Vidakovich, Village Clerk-Treasurer

Date

June 24, 2022

Mayor Kathleen E. Foley
Village of Cold Spring
Mayor's Office
85 Main Street
Cold Spring, NY 10516

Re: Water Meter Endpoint Replacement Project

Dear Mayor Foley:

Thank you for the opportunity to submit a proposal to Cold Spring to replace your water meter endpoints. Below is a description of the scope of services for the project and fees.

Scope of Services:

- Develop bid specifications for the replacement of endpoints.
- Write Notice to Bidders for publication in paper of record.
- Administer bid process, including: send Notice to Contractors, responding to RFIs, attend bid opening (if requested), perform bid analysis, review Contractor references, provide recommendation to Village Board.
- Administer project during construction, including: reviewing product submittals, review Contractor notices/mailings, responding to RFIs during construction, reviewing applications for payment, provide recommendation for payment to Village Board, perform close-out review.

Information to be provided by Village during project:

- List of water users and address for Contractor use.
- Village water system map (if available) for Contractor use.
- Contractor access to water data base for scheduling change out of endpoints at individual properties.

One of the difficulties related to this project is that it relies heavily on the cooperation of the property owner and the ability of the Contractor to coordinate the work with the individual property owners.

It should be expected that a small percentage of users will not be switched over by the December 31, 2022 deadline because of their failure to respond and coordinate with the Contractor. The Village should provide an initial notice to the users to inform them that the Contractor is authorized to work in the Village and will be performing the replacements.

We have worked with the endpoints projects and found it difficult to place endpoints outside of a residence or a building. Therefore, we recommend this option be used as a last resort where connectivity is inconsistent or not available with the endpoint located inside a building.

Fee Schedule

- Develop a bid package for Contractors
To bid and administer bid process. Based on
40 hours at \$140/hour for a fee of: \$5,600.00
(unused hours will
not be billed)

Construction Administration

- Review product submittals, review notices,
respond to RFI's, process payments, provide punch
list and close documentation for an upset fee of: \$4,500.00
(32 hours of work @ \$140/hour) (unused hours will
not be billed)

As a cost saving, it is anticipated that the water department will assist the Contractor during construction. This would include activating and syncing the new equipment. They would also perform any trouble shooting of new equipment. In addition, where endpoints would be located outside of the building, the Village staff would assist as well.

If the above is acceptable to you, please sign where indicated below, and we will commence work immediately.

If you have any questions, please contact us at your earliest convenience.

Very truly yours,


James J. Hahn, P.E.

ACCEPTED & APPROVED BY:

DATED:

JH:ay