

TOWN OF CONSTANTIA  
**MINUTES – SPECIAL MEETING - TOWN BOARD – July 10, 2023**  
9:00 am Constantia Town Hall

Present: Frank Tomaino – Town Supervisor  
Ronald Chapman, John Metzger, Thomas Moran – Council Members  
Clare Haynes – Town Clerk  
Warren Bader – Town Attorney  
Laureen Tackman – Mayor, Village of Cleveland  
Shawn House – DPW Superintendent  
Eric Pond, Dustin Clark and David Powers – Barton & Loguidice (B&L)  
Paul Baxter – Tug Hill Commission

Absent: Richard Colesante – Council Member

**CALL TO ORDER:**

At 9:00 am Mr. Tomaino called the town board meeting to order with the pledge of allegiance. The reason for this meeting is to discuss funding issues with the sewer district. At the June 26<sup>th</sup> meeting the Board asked B&L to put together updated information as it pertains to operation and maintenance (O&M) of the future wastewater treatment plant and collection system.

**BOARD INITIATIVES AND COMMENT:**

B&L brought graphs that have been included within these minutes. The graphs give the breakdown of the project and O&M costs starting with the original figures from 2018 and an updated graph as requested with 2023 numbers. Mr. Pond stated the project has been underway for a few years and the majority of the focus on B&L's end was the capital costs of the project it was time to revisit the O&M charges as have also increased. As per the charts, the total change for the first-year user costs increased a little under \$100. There has been an increase in the number of edus (70) which has helped offset some of the increase. Mr. Pond indicated the biggest change is in the collection system, adding personal accounts for the significant increase. Mr. Tomaino is concerned that the O&M charge will raise significantly which is partly out of the districts control. Mr. Metzger is concerned with personnel costs, he does not think there is enough money for personnel services, especially with only 1 full-time and one part-time employee. Mr. House DPW-Cleveland believes there should be 4 employees, with the size of the district there will be a lot to do, this is not a one-person job.

Mr. Capozza also brought up equipment that will be needed for working on the sewer system. Are there numbers in the graphs for what will be needed. With assets it is always hard to mix highway equipment with district equipment, usually it is required to keep expenditures separate. Mr. Clark responded that durable equipment can be funded by grants. Mr. Moran told the board he never envisioned using highway employees to work on grinder pumps, yes the building would be located where the highway garage is, but he always thought there would be separate employees just for sewer. Mr. Pond responded that every municipality does things differently, when it comes to O&M it is up to the municipality how they work it out.

Mr. Tomaino wanted to make it clear, with the new estimates an additional \$200,000 equates to an increase of \$100 yearly to the edu charge, Mr. Powers responded that is correct.

Mr. Brill wanted to remind the board that there are many people who can't afford the increase in the tax amounts, just the districts alone are getting to be more than their general taxes.

Mr. Pond understands that the board would like to hold off, but the drawings are 60% completed and ready to be submitted to the regulatory commissions for their responses, which can take 3-6 months. Mr. Tomaino would like the board to think over the information discussed today, Tuesday is the town board meeting, they should have an answer for B&L by then.

Ms. Tackman is requesting that both her board and the town board schedule a meeting to discuss the O&M charges in detail and believes the IMA will need to be adjusted as well.

**ADJOURN:**

At 10:15 am Mr. Tomaino made the motion to adjourn the town board meeting, seconded by Mr. Metzger.  
Carried: Moran – Yes Chapman – Yes Metzger – Yes Tomaino – Yes

First Year User Cost (PER 2018 O&M) - Original Basis

First Year User Cost (Updated July 2023 O&M)

**Project and O&M Costs**

Estimated Project Cost	\$ 62,950,000
WWTP O&M	\$ 167,000
Town Collection O&M	\$ 38,500

**Town of Constantia EDUs**

Estimated EDUs	1159.69
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**Annual Town Sewer User Payments**

Annual Treatment O&M per EDU	\$ 67.00
Annual Collection O&M per EDU	\$ 37.00
Annual Debt Service	\$ 768.00
Annual Grinder Pump Electrical	\$ 20.00
Total First Year User Cost	\$ 892.00

**Project and O&M Costs**

Estimated Project Cost	\$ 62,950,000
WWTP O&M	\$ 257,840
Town Collection O&M	\$ 144,300

**Town of Constantia EDUs**

Estimated EDUs	1230.30
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**Annual Town Sewer User Payments**

Annual Treatment O&M and SLA per EDU <sup>(1)</sup>	\$ 80.69
Annual Collection O&M per EDU <sup>(2)</sup>	\$ 122.05
Annual Debt Service	\$ 768.00
Annual Grinder Pump Electrical	\$ 20.00
Total First Year User Cost	\$ 990.74

First Year User Cost (Updated 2023 O&M) - Sewer Billing Basis

**Project and O&M Costs**

Estimated Project Cost	\$ 62,950,000
WWTP O&M	\$ 257,840
Town Collection O&M	\$ 144,300

**Town of Constantia EDUs**

Estimated EDUs	1230.30
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**Annual Town Sewer User Payments**

Annual Treatment O&M and SLA per EDU <sup>(1)</sup>	\$ 80.69
Annual Collection O&M per EDU <sup>(2)</sup>	\$ 122.05
Annual Debt Service	\$ 768.00
Total First Year User Cost	\$ 970.74
Monthly Equivalent User Cost	\$ 80.90

**Future Short Lived Asset Reserve**

Annual Town SLA per EDU	\$ 84.00
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**Future Short Lived Asset Reserve**

Annual Town Collection SLA per EDU <sup>(3)</sup>	\$ 74.00
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**Future Short Lived Asset Reserve**

Annual Town Collection SLA per EDU <sup>(3)</sup>	\$ 74.00
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**Ancillary Costs and Savings**

Annual Grinder Pump Electrical	\$ 20.00
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Annual Septic Pump Out Saving	\$ (30.00)
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**Footnotes:**

- (1) Annual treatment O&M shown for Town of Constantia Users reflects the 37% O&M contribution as established in the IMA. West Monroe Total User Cost is ~\$910, and collection system O&M is ~\$120 per user.
- (2) Construction completed in 2012.
- (3) Town of Constantia Short Lived asset reserve contribution decreased

due to  
increase in  
total EDUs.

**Town of Constantia**  
**2023 Estimated Sewer Collection Budget**

Item	Description	Cost
Sewer Administration		
-	PERSONAL SERVICES	\$ 10,000.00
<i>Sewer Administration Subtotal</i>	<i>\$ 10,000.00</i>	
Sanitary Sewer Collection		
-	GRINDERS <sup>(1)</sup>	-
-	EQUIPMENT RESERVE <sup>(1)</sup>	-
-	PERSONAL SERVICES	\$ 91,600.00
-	EQUIPMENT	\$ 10,000.00
-	TRAINING	\$ 2,000.00
-	CONTRACTUAL	\$ 13,000.00
-	POWER/HEAT	\$ 8,700.00
-	CHEMICALS	\$ 6,500.00
-	LAB TESTS/REPORTING	\$ 1,000.00
<i>Sanitary Sewer Subtotal</i>	<i>\$ 132,800.00</i>	

**Village of Cleveland Estimated Future Sewer Budget**  
**2023 Estimated Sewer Budget**

		Village Budget		Adopted
		Item	Description	2023-2024
Sewer Administration				
G8110.1	PERSONAL SERVICES	\$	17,750.00	
	G8110.2	EQUIPMENT	\$ -	
	G8110.4	CONTRACTUAL	\$ 12,000.00	
	<i>Sewer Administration Subtotal</i>	\$	<i>29,750.00</i>	
Sanitary Sewer Collection				
	G8120.2	GRINDERS	\$ 15,000.00	
	G8120.22	EQUIPMENT RESERVE	\$ 18,000.00	
	<i>Sanitary Sewer Subtotal</i>	\$	<i>33,000.00</i>	
Sewage Treatment Disposal				
	G8130.1	PERSONAL SERVICES	\$ 99,840.00	
G8130.2	EQUIPMENT	\$	<b>10,000.00</b>	

Sewer Barn		
	UTILITIES	\$ 1,500.00
<i>Sewer Barn Subtotal</i>	\$ 1,500.00	
<b>Total Sewer Collection Budget</b>	<b>\$ 144,300.00</b>	

Footnotes:  
(1) Captured in future Short Lived Asset (SLA) reserve account.

G8130.22	SEWAGE TREATMENT DISPOSAL (backhoe)	\$ -			
G8130.44	G8130.41	G8130.4	CONTRACTURAL	\$ 20,400.00	
		POWER/HEAT		\$ 46,500.00	
	G8130.42	CHEMICALS	\$ 31,500.00		
	LAB TESTS	G8130.43	SLUDGE	\$ 24,100.00	
			\$ 5,000.00		
		G8130.45	UV LAMP REPLACEMENT	\$ 500.00	
		G8130.46	SHORT LIVED ASSET RESERVE	\$ 20,000.00	
		<i>Sanitary Sewer Subtotal</i>		\$ 257,840.00	
		<b>Total Sewer Budget</b>		<b>\$ 320,590.00</b>	

