

AGENDA - REGULAR MEETING
VILLAGE OF POTSDAM BOARD OF TRUSTEES
JANUARY 19, 2015 – 7:00 P.M.

01

POINT OUT THE LOCATION OF THE EXITS ON THE NORTH AND EAST WALLS OF THE BOARD ROOM. ADVISE THAT THE BOARD ROOM HAS A CAPACITY FOR 109 PEOPLE.

ROLL CALL:

1. APPROVAL OF MINUTES:

November 18, 2014	Joint Meeting Town/Village	7:00 p.m.
January 5, 2015	Public Hearing	6:45 p.m.
January 5, 2015	Regular Meeting	7:00 p.m.

2. MAYOR'S COMMENTS:

3. TRUSTEES COMMENTS:

4. ADMINISTRATOR'S COMMENTS:

5. WATER/WASTEWATER PLANT REPORT:

6. DPW REPORT:

7. PUBLIC COMMENTS:

AGENDA - REGULAR MEETING
 VILLAGE OF POTSDAM BOARD OF TRUSTEES
 JANUARY 19, 2015 – 7:00 P.M.

8. NEW BUSINESS:

Trustee _____ Moved and Trustee _____ Seconded a resolution approving the partial expenditures for the month of January 2015 in the amount of \$110,799.58 chargeable to the following funds:

General Fund	\$ 58,108.41
Water Fund	12,337.53
Sewer Fund	22,309.31
Hydro Fund	1,194.16
Trust & Agency Fund	225.00
Trash	<u>16,625.17</u>
TOTAL	<u>\$110,799.58</u>

AYES _____

NAYS _____

Trustee _____ Moved and Trustee _____ Seconded a resolution authorizing the Treasurer to pay the following invoice:

To: Acts II Construction Inc., Gouverneur NY, in the amount of \$57,000.00 for Jet A Tank Installation. Money to come from the DOT grant for this project.

AYES _____

NAYS _____

Trustee _____ Moved and Trustee _____ Seconded a resolution authorizing the Treasurer to make the following FY 14-15 budget modifications:

<u>INCREASE</u>	<u>Description</u>	<u>DECREASE</u>	<u>Description</u>	<u>Amount</u>
15-1620-103	Salaries OT	15-1620-470	Bldg. Maint.	\$ 16.56

ROLL CALL VOTE:

AYES:

NAYS:

AGENDA - REGULAR MEETING
VILLAGE OF POTSDAM BOARD OF TRUSTEES
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□3

Trustee _____ moved and Trustee _____ Seconded a resolution to borrow an amount not to exceed \$100,000.00 from the Village of Potsdam's DOWNTOWN Improvement Program, a program income account capitalized through the HUD Small Cities Community Development Block Grant Program to undertake an eligible public facilities project; and, further that the loan will be repaid in equal installments through a single annual payment due on January 2 of each year and bearing zero percent interest over a 10 year repayment term to be repaid from the Village's Hydro-Electric Fund.

AYES _____

NAYS _____

Trustee _____ Moved and Trustee _____ Seconded a resolution to authorize National Grid to take two lighting fixtures on the Maple Street bridges out of service in conjunction with the NYS DOT bridge repair project of the two Maple Street bridges at an approximate cost of \$500. These fixtures will be replaced by DOT during the project, and the new fixtures will be turned over to the village for future maintenance and operation per the resolution passed by the board on November 17, 2014.

AYES _____

NAYS _____

Trustee _____ Moved and Trustee _____ Seconded a resolution authorizing the mayor to sign the Highway Work Permit agreement for the Department of Transportation:

WHEREAS the Village of Potsdam from time to time receives permits from the Department of Transportation (DOT) to temporarily obstruct, install, construct, maintain, operate or replace any facilities within the bounds of a State highway right-of-way, and

WHEREAS, the Village is required by NYS DOT to indemnify or hold harmless agencies and/or officials of the State of New York for such temporary obstructions, installations, construction or maintenance,

THEREFORE BE IT RESOLVED that Steven Yurgartis, in his capacity as Mayor of the Village of Potsdam, is authorized to execute the Undertaking in Connection With Highway Permits Issued by NS DOT agreement.

AGENDA - REGULAR MEETING
VILLAGE OF POTSDAM BOARD OF TRUSTEES
JANUARY 19, 2015 – 7:00 P.M.

ROLL CALL VOTE:

AYES:

NAYS:

Trustee _____ Moved and Trustee _____ Seconded a resolution accepting with regret the notice of retirement of Village Administrator David H. Fenton Jr. effective April 15, 2015.

AYES _____

NAYS _____

Mr. Fenton's last active day in the office will be January 30, 2015, and he will then be using accrued vacation time until his retirement date.

Trustee _____ Moved and Trustee _____ Seconded a resolution to adjourn the Regular Meeting of the Village of Potsdam Board of Trustees of January 19, 2015 at _____ p.m.

AYES _____

NAYS _____

A Special Joint Meeting of the Village of Potsdam Board of Trustees and the Potsdam Town Board was held on Tuesday, November 18, 2014 at 7:00 P.M., in the Town Offices, 12 Elm Street, Potsdam, New York.

PRESENT:

Mayor Steve Yurgartis
Trustees Hopke & Warr

ALSO PRESENT:

Tim Carey, Recreation Director
Marie Regan, Town of Potsdam Supervisor
Rollin Beattie, Town Councilman
James Grant, Town Councilman
Rose Rivezzi, Town Councilwoman
Judy Rich, Town Councilwoman
Cindy Goliber, Town Clerk

The Mayor opened the meeting at 7:00 P.M. The Mayor took the roll and stated that all members were present with the exception of Trustees Garner and Tischler. He then advised that this joint meeting was for the presentation by the Special Recreation Study Committee.

Recreation Committee members present were Chair, Rose Rivezzi, Patrick Brady, Karen Collins, Aviva Gold and Cliff Westerling.

Chairwoman Rivezzi welcomed those in attendance and introduced the committee members. She read the committee charge and listed the many people contacted by the committee during the process.

The slide show presentation and committee report is on file with the Village Clerk.

- Cliff Westerling presented - Current Programs and Recommendations for Recreation Programs.
- Rose Rivezzi presented - Pine Street Arena, Recommendations for the Arena, Structure of Recreation Program, Comparison of Programs in Neighboring Communities, Recommendations for Improved Structure for Recreation.
- Patrick Brady presented – Funding History of Recreation and Recommendations for Funding.

RECOMMENDATIONS

The study committee made the following recommendations:

- A new Recreation Committee to be comprised of the Village Administrator, two Village Trustees, two Town Councilors, two community members and the Recreation Director (non-voting) should provide clear guidance and direction for the recreation program.
- Develop a better website.
- Develop a comprehensive plan for decreasing costs and increasing revenue.
- Develop an equitable funding model.
- Review management structure.

- Look for ways to increase funding, through fundraising, 501 (C)(3) donations, volunteer projects, and grant applications.
- Examine current offerings and determine who is being served, and who should be served.
- Determine if continuing the program meets a reasonable cost-benefit threshold.
- Members from both boards need to rebuild trust mechanism and hear ideas and carry out suggestions.
- Need a broader mandate and better oversight.

DISCUSSION

- Recreation should be funded by school district boundaries, since recreation follows school districts.
- Recreation is not just about athletics could include arts, dance, exercise, etc.
- Neighborhood summer programs have been eliminated for a centralized program and we should revisit neighborhood programs.
- We need to have activities for older children.
- Strong website to promote all recreation programs, including soccer, baseball, basketball, etc.
- Discussion that the taxpayers subsidize skating programs, but no other recreation programs. Superintendent Brady said that the taxpayers subsidize sports programs that use fields and facilities such as care and maintenance of the fields, the gymnasium, and custodial staff and other aspects.
- Develop RV sites at Pine Street.
- There was significant discussion on whether or not community members should be members of the committee.
- Look for community members with special skills, such as writers of grants or business plans and for those who think outside the box.

Trustee Warr Moved and Trustee Hopke Seconded a resolution to adjourn the Special Meeting of the Village Board of Trustees held on November 18, 2014 at 8:35 p.m.

AYES 3
 (Mayor Yurgartis)
 (Trustee Hopke & Warr)

NAYS 0

The undersigned was not in attendance at this meeting. This information was provided to her by Town Clerk, Cindy Goliber.

Respectfully submitted,

Lori S. Queor
 Village Clerk

A Public Hearing of the Village of Potsdam Board of Trustees was held on Monday, January 5, 2015 at 6:45 P.M., in the Civic Center Board Room, Park Street, Potsdam, New York.

PRESENT:

Mayor Yurgartis
Trustees Warr & Hopke

ALSO PRESENT:

Lori S. Queor, Clerk/Treasurer
Everett Basford, Village Administrator

Mayor Yurgartis opened the hearing at 6:50 P.M. He stated that this public hearing is to receive public comments on a proposed local law to re-zone properties at 6 Prospect Place and 71 Main Street from R-2 to BL1.

Village Clerk, Lori Queor, then read the Legal Notice as published.

The Mayor then asked for public comments.

Hearing no public comment, the Mayor declared the hearing closed at 6:52 P.M.

Respectfully submitted,

Lori S. Queor
Village Clerk

A Regular Meeting of the Village of Potsdam Board of Trustees was held on Monday, January 5, 2015 at 7:00 P.M., in the Civic Center Board Room, Park Street, Potsdam, New York.

PRESENT: Mayor Yurgartis
Trustees Warr & Hopke

ALSO PRESENT: David H. Fenton, Jr., Village Administrator
Everett Basford, Village Administrator
Lori S. Queor, Village Clerk/Treasurer
Kevin Bates, Police Chief
Fred Hanss, Planning Director
Greg Thompson, Code Enforcement Officer

Mayor Yurgartis opened the meeting at 7:00 P.M., and stated that all members were present with the exception of Trustee Garner & Tischler.

Mayor Yurgartis then stated that the following sets of minutes had been submitted for Board approval:

December 15, 2015 Regular Meeting 7:00 p.m.

A Motion was made by Trustee Warr and Seconded by Trustee Hopke to approve the minutes as submitted. All were in favor, none opposed, motion carried.

Mayor's comments: Mayor Yurgartis stated that he had received requests from residents to keep the Christmas lights downtown on a little longer and that we would be doing that. He stated that he and village staff attended a meeting with the Chamber of Commerce to talk about snow removal, trash pickup, etc. and that is was a productive meeting with future meetings planned.

Trustees' comments: Trustee Warr stated that he had no comments. Trustee Hopke stated that we are updating our village website and we should continue to look at things to make them more useful and keep the website as useful as possible.

Administrator's Comments: Administrator Basford stated that the meeting with the Chamber was productive and there were comments and concerns that are being looked into. He stated that East Hydro generator 2 is back up and running steady, generator 1 needs repair/replacement and that is being organized, and the West Hydro has both units running at maximum capacity for the conditions.

Administrator Basford reported that DPW employees have completed the airport hangar project and Air Methods has moved in. He stated that the fuel system for the airport should be here on January 22nd and it will take approximately 3 days to install. He then informed the board that the Water Treatment Plant has been having issues with HVAC and it's boilers, the snow plow that was damaged in the accident will be out of commission for about 3 months but we are trying to push the insurance adjuster to move that along as fast as he can, and that the Wastewater Treatment Plant digester broke two weeks ago and it is being evaluated for repair.

Code Enforcement Officer's Report: Code Officer Greg Thompson provided the board with a written report which is on file with the Village Clerk. He then went over his report with the board.

Public Comment: None

New Business:

Trustee Warr Moved and Trustee Hopke Seconded a resolution approving the partial expenditures for the month of January 2015 in the amount of \$57,259.41 chargeable to the following funds:

General Fund	\$ 34,562.18
Water Fund	11,702.71
Sewer Fund	8,150.49
Hydro Fund	1,479.74
Trash Fund	<u>1,364.29</u>
TOTAL	<u>\$ 57,259.41</u>

AYES 3 (Mayor Yurgartis)
(Trustee Warr & Hopke) NAYS 0

Trustee Warr Moved and Trustee Hopke Seconded a resolution authorizing the Treasurer to pay the following invoice:

TO: LaFramboise Group in the amount of \$11,801.35 for services rendered during November 2014 in connection with the Airport Hangar project at the Potsdam Airport.

AYES 3 (Mayor Yurgartis) NAYS 0
(Trustee Warr & Hopke)

Trustee Warr Moved and Trustee Hopke Seconded a resolution authorizing the Treasurer to pay the following invoice:

TO: Barton & Loguidice in the amount of \$2,565.00 for Professional services thru November 22, 2014 in connection with the Wastewater Treatment Plant Upgrade. Funds to come from Sewer Fund Contingency.

AYES 3 (Mayor Yurgartis) NAYS 0
(Trustee Warr & Hopke)

Trustee Warr Moved and Trustee Hopke Seconded a resolution authorizing the Treasurer to pay the following invoice:

TO: Thomas AH Pahler, PE in the amount of \$1,387.50 for Professional services thru November 28, 2014 in connection with the Airport Hangar project at the Potsdam Airport.

AYES 3 (Mayor Yurgartis) NAYS 0
(Trustee Warr & Hopke)

Trustee Warr Moved and Trustee Hopke Seconded a resolution authorizing the Treasurer to pay the following invoice:

TO: Passero Associates in the amount of \$1,385.93 for Professional services thru November 30, 2014 in connection with the Airport Pavement & Fence Improvement Project at the Potsdam Airport. FAA AIP # 3-36-0099-29-2014.

AYES 3 (Mayor Yurgartis) NAYS 0
(Trustee Warr & Hopke)

Trustee Warr Moved and Trustee Hopke Seconded a resolution authorizing the Treasurer to pay the following invoice:

TO: Passero Associates in the amount of \$600.61 for Professional services thru November 30, 2014 in connection with the Jet-A-Fuel Farm Project at the Potsdam Airport. NYD DOT PIN 7907.94.

AYES 3 (Mayor Yurgartis) NAYS 0
(Trustee Warr & Hopke)

Trustee Warr Moved and Trustee Hopke Seconded a resolution authorizing the Treasurer to pay the following invoice:

TO: Passero Associates in the amount of \$15,000.10 for Professional services thru November 30, 2014 in connection with the Runway 6-24 Rehabilitation Project at the Potsdam Airport. FAA AIP # 3-36-0099-30-2014.

AYES 3 (Mayor Yurgartis) NAYS 0
(Trustee Warr & Hopke)

Trustee Warr Moved and Trustee Hopke Seconded a resolution authorizing the Treasurer to pay the following invoice:

TO: Development Authority of the North Country in the amount of \$309.68 for professional services rendered in connection with the Waste Water Treatment Plant Technical Services Agreement. Funds to come from Sewer Fund Contingency.

AYES 3 (Mayor Yurgartis) NAYS 0
(Trustee Warr & Hopke)

Trustee Warr Moved and Trustee Hopke Seconded a resolution acknowledging that the required audit of the Village of Potsdam Justice Court has been conducted by Pinto, Mucenski, Hooper, VanHouse & Co., Certified Public Accountants and received by the Potsdam Village Board.

AYES 3 (Mayor Yurgartis) NAYS 0
(Trustee Warr & Hopke)

Trustee Warr Moved and Trustee Hopke Seconded a resolution authorizing the Treasurer to make the following FY 14-15 budget modifications:

INCREASE	Description	DECREASE	Description	Amount
05-5142-437	Insurance	05-5142-464	Veh. Maint.	\$ 468.70
05-7450-462	Printing	05-7450-490	Office Supplies	70.00
05-7450-465	Equip. Maint.	05-7450-484	Preservation Sup.	60.00
05-7450-481	Misc. Supplies	05-7450-421	Postage	100.00
05-7450-463	Comestibles	05-7450-430	Books	100.00
05-7450-480	Special Serv.	05-7450-102	Salaries P.T.	1,200.00
05-7450-463	Comestibles	05-2090-000	Museum Earn.	100.00
10-8330-464	Vehicle Maint.10-8330-470	Bldg. Maint.		130.00

ROLL CALL VOTE:
AYES: 3 NAYS 0
Mayor Yurgartis
Trustee Warr
Trustee Hopke

Trustee Warr Moved and Trustee Hopke Seconded a Resolution as follows:

LOCAL LAW #1-2015

Section 1. Purpose.

The Purpose of this Local Law is to Amend Chapter 180, Zoning, Article III, Section 180-6 Zoning Map of the Village of Potsdam Municipal Code.

Section 2. Amendment.

The zoning map shall be amended to change the zone designation from R-2 to BLI for the property located at 6 Prospect Place, Potsdam, NY Tax Map #64.067-3-21.3 and for the property located at 71 Main Street, Potsdam, NY Tax Map #64.067-3-22.

Section 3. Enactment.

This Local Law shall become effective immediately upon the notification of the filing of same with the Secretary of State.

ROLL CALL VOTE:

AYES 3

Mayor Yurgartis

Trustee Warr

Trustee Hopke

NAYS 0

Trustee Warr Moved and Trustee Hopke Seconded the following resolution:

Whereas, various Federal or State aided transportation programs, as authorized by actions of the U.S. Congress or the New York State Legislature, require several local municipal approvals, applications, and agreements for projects receiving funding; and,

Whereas, the New York State Department of Transportation's Locally Administered Federal Aid Procedures (LAFAs) manual requires that of these documents, Non-Standard Feature Approval, Design Approval, Right-of-Way Certificates and Contract Document Approval must be given by the Mayor; and,

Whereas, Approvals of other required documents, including but not limited to SEQOR determinations, Right-of-Way Certificates, State and Federal permits, utility relocation and/or railroad agreements, Contract Document Approval, and reimbursement requests may be delegated by the Mayor.

Now Therefore, Be It Resolved That: the Mayor is hereby authorized to approve any documents required to progress these Federal and State projects that have been authorized by the Village of Potsdam; and, be it further:

Resolved, that the Mayor may delegate this authority to the extent permitted by the LAFAs guidelines to the appropriate Village officials.

AYES 3

(Mayor Yurgartis)
(Trustee Warr & Hopke)

NAYS 0

Trustee Warr Moved and Trustee Hopke Seconded a resolution as follows:

Whereas, a Project for the Village of Potsdam-Downtown Riverwalk, (“the Project” is eligible under the Transportation Alternatives Program, P.I.N. 7806.03 for funding under Title 23 U.S. Code, as amended, that calls for the apportionment of costs such program to borne at the ratio of 80 percent Federal funds and 20 percent non-Federal funds; and,

Whereas, the Village of Potsdam desires to advance the Project by making a commitment of 100 percent of the non-federal share of costs of the Preliminary and Final Design costs and Construction/Construction Support /Construction Inspection costs for the Project or portion thereof, with the Federal share of such costs to be applied directly by the New York State Department of Transportation (“NYSDOT”) pursuant to Agreement; and,

Whereas, the estimated cost of the Preliminary and Final Design costs and Construction/Construction Support/Construction Inspection costs for the Project is estimated as \$503,000.00.

Now Therefore, Be It Resolved That: The Village Board of Trustees of the Village of Potsdam, duly convened does hereby:

Resolve, that the Village Board of Trustees of the Village of Potsdam hereby approves the above subject project; and, it is hereby further:

Resolved, that the Village Board of Trustees of the Village of Potsdam hereby authorizes the Mayor or in his absence the Deputy Mayor of the Village of Potsdam to pay in the first instance 100 percent of the Federal and non-Federal share of the cost of Preliminary and Final Design costs and Construction/Construction Support/Construction Inspection costs for work for the Project or portions thereof; and is further:

Resolved, that the sum of \$503,000.00 is hereby appropriated from the Potsdam Growth Fund and made available to cover the cost of participation in the above phase of the Project; and it is further:

Resolved, that in the event the full Federal and non-Federal share costs of the project exceeds the amount appropriated above, the Village Board of Trustees of the Village of Potsdam shall convene as soon as possible to appropriate said excess amount immediately upon notification of the Mayor thereof; and is further:

Resolved, that the Mayor of the Village of Potsdam or in his absence, the Deputy Mayor of the Village of Potsdam be and is hereby authorized to execute all necessary Agreements, certifications or reimbursement requests for Federal aid on behalf of the Village of Potsdam with the New York State Department of Transportation in connection with the advancement or approval of the Project and providing for the administration of the Project and the municipality’s first instance funding of project costs and permanent funding of the local share Federal aid and State-aid eligible project costs and all Project costs within appropriation thereof that are not eligible; and it is further:

Resolved, that a certified copy of this resolution be filed with the New York State Commissioner of Transportation by attaching it to any necessary Agreement in connection with the Project; and it is further:

Resolved, that this Resolution shall take effect immediately.

AYES 3 (Mayor Yurgartis) NAYS 0
(Trustee Warr & Hopke)

Trustee Warr Moved and Trustee Hopke Seconded a resolution approving the Mayor's appointment of Jan Wojick, 479 Old Market Road, Potsdam, NY to the Museum Board for a three year term, ending January 2018.

AYES 3 (Mayor Yurgartis) NAYS 0
(Trustee Warr & Hopke)

Trustee Warr Moved and Trustee Hopke Seconded a resolution as follows:

Whereas, the Village of Potsdam has secured a grant in the amount of \$30,000 from the New York State Environmental Facilities Corporation, Planning Grant # 38948 to be used for the express purposes of conducting a wastewater treatment planning study;

Now Therefore, Be It Resolved That: the Mayor of the Village of Potsdam is authorized to execute a Grant Agreement with the New York State Environmental Facilities Corporation and any and all other contracts, documents and instruments necessary to bring about the Project and to fulfill the Village of Potsdam's obligations under the Engineering Planning Grant Agreement.

AYES 3 (Mayor Yurgartis) NAYS 0
(Trustee Warr & Hopke)

Trustee Warr Moved and Trustee Hopke Seconded a resolution as follows:

Whereas, 6NYCRRSection 615 (Title 6 of the New York Code of Rules and Regulations) under the State Environmental Quality Review Act (SEQR) provides certain action identified in subdivision (c) of that section that are not subject to environmental review under the Environmental Conservation Law;

Now Therefore, Be It Resolved That: the Village of Potsdam hereby determines that the proposed Waste Water Treatment Planning Study-Planning Grant #38948 is a Type II action in accordance with 6NYCRR Section 617.5 (c) (21) which constitutes: "conducting concurrent environmental, engineering, economic, feasibility and other

studies and preliminary planning and budgetary processes necessary to the formulation of a proposal for action, provided those activities do not commit the agency to commence, engage in or approve such action,” and is therefore not subject to review under 6NYCRR Part 617.

AYES 3 (Mayor Yurgartis) NAYS 0
(Trustee Warr & Hopke)

Trustee Warr Moved and Trustee Hopke Seconded a resolution to adjourn the Regular Meeting of the Village of Potsdam Board of Trustees of January 5, 2015 at 7:35 p.m.

AYES 3 (Mayor Yurgartis) NAYS 0
(Trustee Warr & Hopke)

Respectfully submitted,

Lori S. Queor
Village Clerk

APPLICATION AND CERTIFICATE FOR PAYMENT AIA DOCUMENT G702

To: Village of Potsdam
Civic Ctr.-Park St.-PO Box 5168
Potsdam, NY 13676

PROJECT: Self-Service Above Ground Jet A Fuel Storage
Potsdam Airport - Damon Field

APPLICATION NO: 2
PERIOD TO: December 31, 2014

Distribution to:

<input type="checkbox"/>	OWNER
<input type="checkbox"/>	ARCHITECT
<input checked="" type="checkbox"/>	CONTRACTOR
<input type="checkbox"/>	

FROM: Acts II Construction, Inc.
658 US Hwy 11 S
Gouverneur, NY 13642

Project No. 14-053

SUBCONTRACT DATE:

CONTRACTOR'S APPLICATION FOR PAYMENT

CHANGE ORDER SUMMARY		ADDITIONS	DEDUCTIONS
Change Orders approved in previous months by Owner			
TOTAL			
Approved this Month			
Number	Date Approved		
TOTALS			

Net Total

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is due.

Contractor: Sherry L. Langevin Date: 1/7/2015
By: Sherry L. Langevin - Office Manager

Application is made for Payment, as shown below, in connection with the Contract.

Continuation Sheet, AIA Document G703, next Page

1. ORIGINAL CONTRACT SUM.....	\$	<u>139,900.00</u>
2. Net change by Change Orders.....	\$	
3. CONTRACT SUM TO DATE.....	\$	<u>139,900.00</u>
4. TOTAL COMPLETED & STORED TO DATE.....	\$	<u>127,000.00</u>
5. RETAINAGE:		
a. <u>5</u> % of Completed Work	\$	<u>6,350.00</u>
(Column D & E on G703)		
6. TOTAL EARNED LESS RETAINAGE.....	\$	<u>120,650.00</u>
Line 4 less Line 5 Total		
7. LESS PREVIOUS CERTIFICATES FOR		
PAYMENT (Line 6 from prior Certificate).....	\$	<u>63,650.00</u>
8. CURRENT PAYMENT DUE.....	\$	<u>57,000.00</u>
9. BALANCE TO FINISH, PLUS RETAINAGE.....	\$	<u>19,250.00</u>
(Line 3 less Line 6)		

State of New York County Of St. Lawrence

Subscribed and Sworn to before this 7th Day of January 2015

Notary Public: Donna E Whitford
My Commission expires:

DONNA E. WHITFORD
Notary Public, State of New York
Registration No. 04WH6244854
Qualified in St. Lawrence County
Commission Expires July 11, 15

ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the above application, the Architect certifies to the Owner that to the best of the architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED.....\$ 57,000.00

(Attach explanation if amount certified differs from the amount applied for.)

ARCHITECT: Sherry L. Langevin Date: 01/07/15

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

REQUEST FOR PROGRESS PAYMENTS

APPLICATION NUMBER 2
 ARCHITECT'S PROJECT NO. _____

A. ITEM #	B. DESCRIPTION OF WORK	C. SCHEDULE VALUE	WORK COMPLETED		F. STORED MATERIALS (1)*	G. TOTAL COMPLETED AND STORED TO DATE G=(D+E+F)	%	H. BALANCE TO FINISH H=(C-G)
			D. PREVIOUS APPLICATION	E. THIS APPLICATION				
	Mobilize/Bond	\$5,000.00	\$5,000.00			\$5,000.00	100%	\$0.00
	Demo/Excavation	\$18,000.00	\$18,000.00			\$18,000.00	100%	\$0.00
	Pad Subbase	\$3,000.00	\$3,000.00			\$3,000.00	100%	\$0.00
	Concrete Slabs	\$14,000.00	\$14,000.00			\$14,000.00	100%	\$0.00
	Electrical Work	\$7,900.00	\$5,000.00			\$5,000.00	63%	\$2,900.00
	Asphalt Key	\$500.00				\$0.00	0%	\$500.00
	Stripes/Bollards	\$1,500.00	\$1,000.00			\$1,000.00	66%	\$500.00
	Topsoil/Seed	\$1,000.00	\$1,000.00			\$1,000.00	100%	\$0.00
	Fuel Tank Shop Drawings	\$20,000.00	\$20,000.00			\$20,000.00	100%	\$0.00
	Fuel Tank Install	\$65,000.00		\$60,000.00		\$60,000.00	92%	\$5,000.00
	Fuel Tank Start Up	\$2,600.00		\$0.00		\$0.00		\$2,600.00
	Final Clean-Up	\$1,400.00		\$0.00		\$0.00		\$1,400.00
NET CHANGE BY MODIFICATIONS								
	SUBTOTAL	\$139,900.00		\$60,000.00		\$127,000.00	91%	\$12,900.00

(1)* STORE MATERIALS- Unincorporated material delivered to the job site. Request for payment for uninstalled material delivered to the job site must be accompanied by paid invoices.

BUDGET MODIFICATION REQUEST

Date of request 01/06/15

I request that the following budget modification be done:

Account to receive additional funds 15-1620-103 Salaries OT

Account to give up funds 15-1620-470 Bldg Maint.

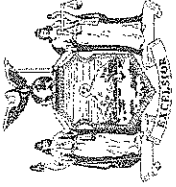
Amount of Budget Transfer \$16,56

Reason for Budget Transfer Insufficient Funds

Department Head Signature Bruce Anderson

Treasurer's Approval _____

Date entered: _____ Batch Number _____



STATE OF NEW YORK
DEPARTMENT OF TRANSPORTATION
REGION SEVEN
7280 US ROUTE 11
POTSDAM, NY 13676

www.dot.ny.gov

STEVEN G. KOKKORIS, P.E.
REGIONAL DIRECTOR

JOAN MCDONALD
COMMISSIONER

January 6th, 2015

Bruce Henderson
Superintendent of Public Works
Village of Potsdam
PO Box 5168
Potsdam, NY 13676

Mr. Henderson:

I am writing in regards to Highway Work Permits and that are issued by the State of New York.

The Village of Potsdam secures **Highway Work Permits** from us to install and/or maintain its facilities located within the State highway right-of-way.

Permits issued by us require that the State be protected from liability as a result of work being performed under permit. Self insured entities, such as the Village of Potsdam, can file an Undertaking Agreement with us which satisfies the liability and bonding requirements of our permits.

While reviewing our files we note that the Undertaking Agreement we have on file for the Village of Potsdam must be updated. Please update the enclosed form(s) and return the form(s) to this office so we may continue to issue Highway Work Permits that you may have pending.

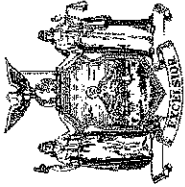
If the box is checked , please include a new resolution from Town/Village Board (an example is attached)

Previously I sent to your attention a PERM 32 – Highway Work Permit Application for Utility Work, if you have already sent that back I will use it with your new Undertaking Agreement and Resolution.

I can be contacted at 315.265.2320 if you have any questions regarding this matter and please send all correspondence to my attention. Thank you for your cooperation concerning this matter.

Regards,

Russ Currier Jr.
Assistant Resident Engineer
NYSDOT – St. Lawrence County
315.265.2320 – office | 315.265.2867 – fax | russ.currier@dot.ny.gov



UNDERTAKING

For the benefit of

The New York State Department of Transportation

In connection with work affecting state highways

(For use by New York municipalities and federal agencies)

WHEREAS, the undersigned **Village of Potsdam** (Municipality, County, Town, City or Village, or any agency of the federal government, hereinafter referred to as "Permittee") from time to time receives permits from the New York State Department of Transportation (hereinafter referred to as the "NYSDOT") and otherwise conducts activities and operations upon highways and/or within right-of-way controlled by the State of New York for such purposes as the obstruction, installation, construction, maintenance and/or operation of facilities; and

WHEREAS, Permittee's access and operation upon state right-of-way is conditioned upon compliance with Highway Law Sections 52, 103, 203 and/or 234, including the conditions that Permittee assume all responsibility for (a) the temporary control of all modes of traffic (including motorized and non-motorized travel) affected by Permittee's operations, (b) complete restoration of state facilities to their condition prior to permitted use or activity, and (c) all claims, damages, losses and expenses,

NOW, THEREFORE, in relation to all operations and/or actions undertaken within state right-of-way, Permittee hereby agrees to the following terms and conditions:

1. Permit Applications. Excepting only activities undertaken to protect public safety because of emergency conditions or incidents, Permittee shall provide timely written notice to NYSDOT of operations or activities affecting state right-of-way. Under normal circumstances, a minimum of five business days notice shall be provided. Notification of emergency activities shall be provided to NYSDOT as soon as practicable after the activity. The Permittee shall apply for project-specific permits for activities not allowed under any existing annual permit. Such application shall identify proposed project locations, desired dates/hours, proposed work/activities, traffic control, and site restoration

2. Applicable Rules, Regulations & Conditions. Permittee shall comply with all of the laws, rules and regulations applicable to construction, maintenance activities and operations and shall further comply with such terms and conditions that may be imposed by NYSDOT in connection with permitted activity or operations. Temporary Traffic Control, highway safety appurtenances, and restoration of state facilities shall be completed in accordance with NYSDOT regulations and standards.

3. Site Restoration. Permittee shall, at its own expense, promptly complete the work allowed under each permit and, within a reasonable time, restore State property damaged by its work/activities to substantially the same or equivalent condition as existed before such work was begun as determined by the Commissioner or his/her designee. In the event that the Permittee fails to so restore damaged State property within what the Commissioner deems to be a reasonable time, the Commissioner, after giving written notice to the Permittee, may restore the property to substantially the same or equivalent

Village of Bloomfield

9 Main Street, P.O. Box 459
Bloomfield, New York 14469

September 4, 2002

At their regular monthly meeting of August 28, 2002 the following members of the Village of Bloomfield Board of Trustees were present:

Mayor Daniel Kwarta
Trustee William Murphy
Trustee Timothy Charlebois
Trustee Mark Falsone
Trustee Clayton Barnard

At said meeting, Trustee Murphy forwarded the following resolution, which was seconded by Trustee Falsone:

WHEREAS the Village of Bloomfield from time to time receives permits from the Department of Transportation (DOT) to temporarily obstruct, install, construct, maintain, operate or replace any facilities within the bounds of a State highway right-of-way, and

WHEREAS, the Village is required by NYS DOT to indemnify or hold harmless agencies and/or officials of the State of New York for such temporary obstructions, installations, construction or maintenance,

THEREFORE BE IT RESOLVED that Daniel Kwarta, in his capacity as Mayor of the Village of Bloomfield, is authorized to execute the Undertaking in Connection With Highway Permits Issued by NYS DOT agreement.

The roll call vote was: Trustee Murphy -- aye, Trustee Barnard -- aye, Trustee Charlebois -- aye, Trustee Falsone -- aye and Mayor Kwarta -- aye and the resolution was adopted.

I, Kathleen Conradt, Clerk of the Village of Bloomfield, do declare that the above resolution is a true and exact copy of the original resolution as it appear in the official minutes book of the Board of Trustees.

seal

