

DATE OF MEETING: February 22, 2022

PLACE OF MEETING: Village Hall, Pawling, New York

MEMBERS PRESENT: Mayor Lauri Taylor  
Trustee Dan Peters  
Trustee John Burweger  
Trustee Jerry Locascio  
Trustee Tom Meyer

The meeting was called to order at 7:00 P.M. with the Pledge of Allegiance.

Mr. Dan Stone, a representative of LaBella, stated that in the fall of 2020 the Board approved a water rate increase of 2.9% which was based on the budget at that time. He explained that the water revenue was not in balance with the water expenditures. He said that since that action was taken by a prior Board it was their recommendation that the Board apply it now and it would take effect for the billing time period for late May/early June 2022. He said the current rate structure has no component for capital repayment and in 2023 the village will be closing on financing with the EFC loan and will need a capital component to pay for that. Mr. Stone said that over the summer they would have a proposal for that rate structure with options for public discussion.

**MOTION** by Trustee Peters to approve the budget modifications as presented (see attached). **SECONDED** by Trustee Meyer. There was no discussion; all were in favor and the motion carried.

**MOTION** by Trustee Peters to approve the proposal received from LaBella for Project No. CZ41848.03 – Umscheid & Baxter Green Property dated February 11, 2022 (see attached). **SECONDED** by Trustee Locascio. There was no discussion; all were in favor and the motion carried.

**MOTION** by Trustee Burweger to approve Van DeWater & Van DeWater as alternate village attorney. **SECONDED** by Trustee Meyer. There was no discussion; all were in favor and the motion carried.


**MOTION** by Trustee Locascio to approve the December 20, 2021 minutes. **SECONDED** by Trustee Burweger. There was no discussion; all were in favor and the motion carried.

**MOTION** by Trustee Peters to approve the Metro North Treasurer's Report for January 2022. **SECONDED** by Trustee Burweger. There was no discussion; all were in favor and the motion carried.

Mr. Dan Stone, a representative of Labella gave the engineer's report and an update of the status of the water system. Topics discussed were:

- Apparent low bidder for the pipe installation bid - Roehr's Construction
- The pump test at lower Baxter is coming in at slightly less than 200 gpm
- The DOH and Region 3 DEC have no objection to the village being Lead Agency for the lower Baxter Environmental (SEQRA) Review.

**MOTION** by Trustee Peters to adjourn the meeting at 7:20 P.M. **SECONDED** by Trustee Burweger. There was no discussion; all were in favor and the motion carried.

  
Village Clerk

MEMO: February 22, 2022

TO: Mayor Taylor

FROM: Elizabeth Shedd

RE: Budget Modifications for Fiscal Year Ending 5/31/2022

The Board needs to modify the budget for the fiscal year ending 5/31/2022 by increasing appropriations on lines with a deficit and decreasing appropriations on lines that have an unencumbered balance.

These reallocations would not increase the overall budget.

Approve modifications to the General Fund budget by decreasing the following lines by the following amounts:

A0.1990.4    \$18,800.69    Contingency Account

A0.1110.1    \$25,823.92    Personal Services – Municipal Court

and increasing the following lines by the following amounts:

A0.3620.4    \$39,576.56    Contractual Expenses – Building Inspections

A0.3620.41    \$4,629.75    Contractual Expenses – Bldg Inspections 146 E.Main

A0.7110.4    \$296.00    Contractual Expenses – Parks

A0.8170.4    \$122.30    Contractual Expenses – Street Cleaning



February 11, 2022

Mayor Lauri Taylor and Village Trustees  
Village of Pawling  
9 Memorial Avenue  
Pawling, NY 12564

PSCO: Construction Administration and Observation Services  
Umscheid and Baxter Green Property  
Village of Pawling, Dutchess County, NY  
LaBella Project No. CZ41848.03

Dear Ms. Taylor and Village Trustees:

As previously discussed, Chazen was sold to Labella D.P.C and the Chazen/Labella team received the Village's approval to assign contracts that existed between the Village and Chazen for EFC project 16741 to Labella. Based on this assignment, LaBella Associates, D.P.C. (LaBella) is pleased to provide the following proposal to Village of Pawling ("Client") to perform construction administration services associated with facilities to bring PW-2 and PW-1 fully on-line. This proposal provides a description of those tasks that are needed to complete construction oversight for the project and outlines our understanding of the proposed Scope of Work, cost estimates, and schedule.

## Scope of Work

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LaBella proposes to complete the three tasks listed below.

### 1. Construction Administration

LaBella will assemble Plans and Specifications into biddable Contract Documents and assist the Village advertise for bidders, review bids and qualifications of bidders and prepare a recommendation of award to the lowest responsive and responsible bidder. LaBella will also coordinate and review all submittals,

It is anticipated that Construction Administration will be required for the three (3) Contract Phases listed below:

#### Phase 1

Installation of approximately 2,000 linear feet of HDPE pipe to be constructed between February 25<sup>th</sup> and March 31, 2022. This Phase is expected to require one (1) General Contractor.

#### Phase 2



Horizontal Directional Drilling (HDD) and installation of HDPE pipes below Wetland DP-22. It is anticipated that construction of this Phase will be completed during a two-week active construction period between the dates of June 2022 to October 2022. This Phase is expected to require one (1) General Contractor.

### Phase 3

Completion of work including the installation of pumps, sanitary seals, electrical connection, controls and connecting piping at the Umscheid Wellhead and the existing Baxter Green Water Treatment Plant. This Phase is expected to require one (1) General Contractor and possibly an electrical contractor.

### 2. Construction Observation

LaBella will periodically visit the site during each construction Phase to ensure that work conforms with the approved Contract Documents.

Upon completion of the work, LaBella will issue its opinion if the work substantially conforms with the Contract Documents.

### 3. Post Construction Services

LaBella will assist the Village close out all contracts and close out the Project with NYSEFC.

## Fee

LaBella proposes to complete the proposed tasks for the Lump Sum Fees listed in the Table below.

Task No.	Task Name	Proposed Lump Sum Fee
1	Construction Administration	\$60,000
2	Construction Observation	\$25,000
3	Post Construction Services	\$15,000
Total		\$100,000

Should you have any questions, comments and/or concerns, please do hesitate to contact me telephonically at 914-474-2815. If this proposal is amenable and acceptable to your needs, please sign and date below as LaBella's Authorization to Proceed.

Sincerely,

LABELLA ASSOCIATES, D.P.C.

AUTHORIZATION

Dan Stone, PE  
Senior Civil Engineer

By: \_\_\_\_\_  
Signature

\_\_\_\_\_  
Name (printed)