

**TOWN OF FORESTPORT
REGULAR TOWN BOARD MEETING MINUTES
FORESTPORT TOWN HALL
10275 State Rte. 28, Forestport, N.Y. 13338
December 20, 2023 @6:30**

PRESENT: Supervisor Entwistle
Councilwoman Kardash
Councilman Scouten
Councilwoman Abrial
Councilwoman Verschneider

ABSENT: No members of the Town Board were absent.

RECORDING SECRETARY: Tracy Terry, Town Clerk
CALL TO ORDER

The meeting was called to order at 6:30PM by Supervisor Entwistle. The pledge was recited.

GUEST SPEAKER: Engineers from Barton & Loguidice reviewed the scope of the Round Lake Road bridge project.

95% of the grant for the project is coming from the State with a 5% match from the town. If the cost is over \$1.2 million, the town would be responsible for that. They are currently in the Preliminary design phase. The project has a tentative start date of July 2025 and will take approximately three months to complete. Bob Whitehead, from the gallery stated he would like to have a dry hydrant put in because the town does not have a lot of dry hydrants. By doing this project, it would be an excellent time to do so. Supervisor Entwistle stated they would look into it. The public comment period will be open until the end of next week. Below is the handout from Barton & Loguidice.

Project Location:

Round Lake Road over Long Lake Outlet (BIN 2205740) in the Town of Forestport, Oneida County, New York.



Current Conditions:

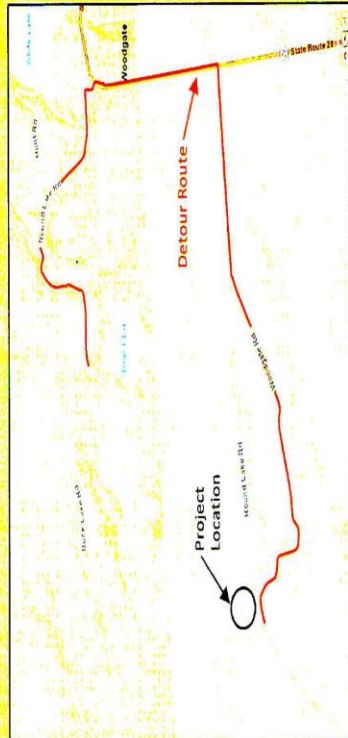
The Round Lake Road Bridge provides access to properties on the north side of Long Lake Outlet via Woodgate Road, including the Camp Turk youth summer camp and a private residence.

The Round Lake Road Bridge is a one lane, single span, steel girder bridge. The steel girder superstructure carries a concrete deck and spans approximately 22' over Long Lake Outlet. The bridge is supported on concrete abutments and was built in 1930.

The structure is structurally deficient and has exceeded its intended service life. The single lane configuration of the bridge is narrow and poorly aligned with the adjacent roadway.

Work Zone Traffic Control:

The Round Lake Road Bridge will be closed to traffic for the duration of construction. The off-site detour will use Woodgate Road (CR-61), NY-28, Bentliff Road, and Round Lake Road (CR-63) to detour vehicles around the job site. The signed detour is approximately 5.7 miles long and takes 10 minutes to drive. Access to properties on Round Lake Road will be maintained for the duration of construction.



Contact Information:

Town of Forestport:

TJ Entwistle, Town Supervisor
10275 State Route 28, PO Box 137
Forestport, NY 13338
Email: supervisor@townofforestport.org

Barton & Loguidice, D.P.C.:

Zachary P. Dale, P.E., Design Engineer
443 Electronics Parkway, Liverpool, New York 13088
Email: zdale@bartonandloguidice.com

Please submit comments to:

zdale@bartonandloguidice.com

The project comment period is open through: December 29, 2023

Town of Forestport and Oneida County presents the Round Lake Road over Long Lake Outlet Bridge Replacement

BridgeNY

P.I.N. 2754.66

BIN 2205740



NYS Department of Transportation

Federal Highway Administration



**Barton
& Loguidice**

Round Lake Road over Long Lake Outlet BIN 2205740

Project Purpose:

The purpose of this project is to restore the bridge's long term integrity and address as many deficient elements of the crossing as possible in a cost effective manner.

Structural deficiencies to be addressed:

- Deterioration of the concrete deck including: soft and punky concrete, corroded deck pans, and a 2' diameter hole requiring a road plate.
- Full failure of the protective paint system on the girders.
- Corrosion and section loss of the steel girders leading to the 6 ton bridge posting.
- Spalling and undermining of both abutments.

Alignment / geometry deficiencies to be addressed:

- Nonstandard (narrow) lane and shoulder width.
- Nonstandard (sharp) turns entering into each side of the bridge.
- Nonstandard (short) stopping sight distance.
- Nonstandard (inconsistent) cross slope.



Proposed Alternative:

The proposed alternative is to fully remove the existing bridge and replace it with a new single span bridge on improved horizontal and vertical alignments. The bridge span will be increased to 49'. The road will be raised approximately 3.3' over the bridge in order to meet the hydraulic requirements discussed in the Hydraulics section.

The proposed bridge is a single span superstructure supported by cast-in-place concrete abutments on steel piles. The superstructure will be prefabricated Tappan Zee deck panels. New concrete wingwalls will be constructed. New box beam guide rail will be installed over the bridge and along the approaches. Full depth reconstruction of the roadway will occur and tie in to existing road geometry at the project limits.

Structure Information:

	<u>Existing</u>	<u>Proposed</u>
Type	Multiple steel Girder	Tappan Zee deck panels
Year Built	1930	2025
Travel Lane	12 ft. (single)	9 ft. (double)
Shoulder	1 ft.	1 ft. 7.5 in.
Width	14 ft.	25 ft. 4 in.
Span	22 ft.	49 ft.
Service Life	NA	75 years
Construction Cost	NA	\$760,000

Hydraulics:

The hydraulic opening for the Round Lake Road Bridge does not provide the required standard freeboard during the 50-year and 100-year storms. The 50-year storm water elevation touches the lowest point on the existing bridge. A 2' clearance (freeboard) is required. The proposed bridge increases the hydraulic opening by increasing the bridge span and by raising the road, and low point of the bridge, over Long Lake Outlet. The proposed alternative provides adequate freeboard for both the 50-year and 100-year storms.

Right-Of-Way:

One fee right-of-way acquisition will be required to reestablish the streambank to the southwest of the proposed bridge. The fee taking is 1480 SF in size. A temporary revocable permit, issued by the New York Department of Environmental Conservation (DEC), is required to cut back a bank to the north of the bridge. This permit is needed because minor roadway realignment and a ditch on the north side of road require excavation to extend outside of the right-of-way, into the Popple Pond State Forest. All other work will be contained within the existing highway boundary.

Anticipated Schedule:

Design Approval	February 2024
Design Complete	October 2024
ROW Acquisition	October 2024
Start Construction	June 2025
Complete Construction	September 2025

BUDGET AMENDMENTS:

General:

A motion was made by Councilwoman Kardash and seconded by Councilwoman Verschneider to approve the following budget amendments.

5 ayes/ 0 nays/ 0 absent MOTION CARRIED

TO: Town of Forestport Town Board Members
FROM: Dawn Campbell

FUND: **General**

SUBJECT: Budget Amendment

Transfer to cover overdraft in Town Clerk CE

Entries:

Transfer	from	14102.01 Town Clerk EQ	\$129.78
	to	14104.01 Town Clerk CE	\$129.78

Transfer to cover overdraft in Buildings EQ

Entries:

Transfer	from	19904.01 Contingency	\$9,424.43
		16204.01 Buildings CE	\$24,325.57
	to	16202.01 Buildings EQ	\$33,750.00

Transfer to cover overdraft in Special Recreation Facilities CE

Entries:

Transfer	from	19904.01 Contingency	\$473.47
	to	71804.01 Spec Rec Facilities CE	\$473.47

Transfer to cover overdraft in Youth Programs CE

Entries:

Transfer	from	19904.01 Contingency	\$1,417.26
	to	73104.01 Youth programs CE	\$1,417.26

Transfer to cover overdraft in Codes Enforcement CE

Entries:

Transfer	from	86642.01 Codes Enforcement EQ	\$990.44
	to	86644.01 Codes Enforcement CE	\$990.44

Transfer to cover overdraft in State Retirement

Entries:

Transfer	from	19904.01 Contingency	\$488.87
	to	90108.01 State Retirement	\$488.87

Done 12/20/23

Highway:

A motion was made by Councilwoman Abrial and seconded by Councilman Scouten to approve the following budget amendments.

5 ayes/ 0 nays/ 0 absent MOTION CARRIED

TO: Town of Forestport Town Board Members
FROM: Dawn Campbell

FUND: Highway

SUBJECT: Budget Amendment

Transfer to cover overdraft in Highway Admin EQ

Entries:

Transfer	from	50104.03 Hwy Admin CE	\$152.74
	to	50102.03 Hwy Admin EQ	\$152.74

Transfer to cover overdraft in Chips

Entries:

Transfer	from	99509.03 Transfer to Capt projects	\$45,988.03
	to	51122.03 Chips	\$45,988.03

Transfer to cover overdraft in Machinery EQ

Entries:

Transfer	from	51101.03 General Repairs PS	\$10,580.10
		51401.03 Brush & Weed PS	\$3,968.42
		90108.03 State Retirement	\$14,921.56
	to	51304.03 Machinery CE	\$29,470.08

Transfer to cover overdraft in Snow Removal CE

Entries:

Transfer	from	51972.03 Hwy EQ	\$9,145.17
	to	51424.03 Snow Removal CE	\$9,145.17

Transfer to cover overdraft in Medical Insurance

Entries:

Transfer	from	90408.03 Workers Comp	\$992.62
	to	90608.03 Medical Insurance	\$992.62

Done on 12/20/23

Sewer District #1 :

A motion was made by Councilman Scouten and seconded by Councilwoman Verschneider to approve the following budget amendments.

5 ayes/ 0 nays/0 absent MOTION CARRIED

TO: Town of Forestport Town Board Members
FROM: Dawn Campbell

FUND: Sewer

SUBJECT: Budget Amendment

Transfer to cover overdraft in Sewer Eq

Entries:

Transfer	from	81304.09 Treatmt/Disposal CE	\$10,000.00
	to	81974.09 Sewer Eq & Capital outlay	\$10,000.00

Transfer to cover overdraft in State Retirement

Entries:

Transfer	from	90408.09 Workers Comp	\$379.51
	to	90108.09 State Retirement	\$379.51

Done on 12/20/23

Water District #1:

A motion was made by Councilman Scouten and seconded by Councilwoman Abrial to approve the following budget amendments.

5 ayes/ 0 nays/ 0 absent MOTION CARRIED

TO: Town of Forestport Town Board Members
FROM: Dawn Campbell

FUND: **Water**

SUBJECT: Budget Amendment

Transfer to cover overdraft in Source Power Pump PS

Entries:

Transfer	from	83204.08 Source Power Pump CE	\$2,240.88
	to	83201.08 Source Power Pump PS	\$2,240.88

Transfer to cover overdraft in State Retirement

Entries:

Transfer	from	83404.08 Transmission/Distribution CE	\$498.30
	to	90108.09 State Retirement	\$498.30

Transfer to cover overdraft in Social Security

Entries:

Transfer	from	83404.08 Transmission/Distribution CE	\$130.49
	to	90308.08 Social Security	\$130.49

Done on 12/20/23

Buckhorn Water District # 2:

A motion was made by Councilwoman Abrial and seconded by Councilwoman Kardash to approve the following budget amendments.

5 ayes/ 0 nays/ 0 absent MOTION CARRIED

TO: Town of Forestport Town Board Members
FROM: Dawn Campbell

FUND: **Buckhorn Water**

SUBJECT: Budget Amendment

Transfer to cover overdraft in Admin CE

Entries:

Transfer	from	83102.12 Admin EQ	\$36.00
	to	83104.12 Admin CE	\$36.00

Transfer to cover overdraft in Source Power Pump PS

Entries:

Transfer	from	83202.12 Source Power Pump EQ	\$567.24
	to	83201.12 Source Power Pump PS	\$567.24

Transfer to cover overdraft in Social Security

Entries:

Transfer	from	90108.12 State Retirement	\$47.15
	to	90308.12 Social Security	\$47.15

Done on 12/20/23

ABSTRACTS:

WATER DISTRICT #1:

A motion was made by Councilwoman Kardash and seconded by Councilwoman Verschneider to pay Abstract #12, Vouchers #152- #167 in the amount of \$4,900.16.

5 ayes/ 0 nays/ 0 absent MOTION CARRIED

BUCKHORN WATER DISTRICT #2:

A motion was made by Councilwoman Abrial and seconded by Councilwoman Verschneider to pay Abstract #12, Vouchers #45- # 51 in the amount of \$1,610.35.

5 ayes/ 0 nays/ 0 absent MOTION CARRIED

SEWER DISTRICT #1:

A motion was made by Councilwoman Verschneider and seconded by Councilman Scouten to pay Abstract #12, Vouchers #84- #91 in the amount of \$2,545.44.

5 ayes/ 0 nays/ 0 absent MOTION CARRIED

GENERAL:

A motion was made by Councilwoman Verschneider and seconded by Councilwoman Kardash to pay Abstract #12, Vouchers #610- #672 in the amount of \$97,062.02.

5 ayes/ 0 nays/ 0 absent MOTION CARRIED

HIGHWAY:

A motion was made by Councilwoman Kardash and seconded by Councilwoman Abrial to pay Abstract #12, Vouchers #404- #442 in the amount of \$49,681.46.

5 ayes/ 0 nays/0 absent MOTION CARRIED

TOWN CLERK MINUTES:

A motion was made by Councilman Kardash and seconded by Councilwoman Abrial to accept the minutes from the:

November 15, 2023- Regular Town Board Meeting

5 ayes/ 0 nays/ 0 absent MOTION CARRIED

REPORTS

WATER DISTRICT #1

WATER DISTRICT #2

SEWER

TOWN CLERK REPORT

JUSTICE REPORT

PLANNING REPORT

SUPERVISOR REPORT

DOG REPORT- Not in board packet. The Board packet was together when given to the Town Clerk.

PLANNING BOARD OF APPEALS- Not in board packet. The Board packet was together when given to the Town Clerk.

A motion was made by Councilman Scouten and seconded by Councilwoman Abrial to approve the reports as a whole.

5 ayes/ 0 nays/0 absent MOTION CARRIED

NOCCOG:

Joe Rowlands of NOCCOG went over the monthly announcements.

WATER:

- **Lucas Kafka-**Lucas is fully certified and will start January 1st as the Full-time Water Operator.

SEWER:

OLD BUSINESS BOARD:

- **Comprehensive Plan Update-**The Comprehensive Planning Committee met with the Planning Consultant, and they had 100 samples of questions. They narrowed it down to 35 questions. The questionnaire will be put on the website Mid-late January. The Planning Consultant stated they usually have a 20% response rate. Supervisor Entwistle is hoping to surpass that percentage.
- **Nuisance Law-**
A motion was made by Councilman Scouten and seconded by Councilwoman Kardash to approve the Nuisance Law as drafted.

ROLL CALL VOTE:

Councilman Scouten- YES
Councilwoman Abrial- NO
Supervisor Entwistle- YES
Councilwoman Kardash-NO
Councilwoman Verschneider- NO

2 ayes/ 3 nays/0 absent MOTION IS NOT CARRIED

NEW BUSINESS BOARD:

- **End of Year Meeting-** December 28, 2023, at 11AM
- **Organizational Meeting-** January 3, 2024, at 6:30PM
- **Bookkeeper Position-** Dawn Campbell will be retiring in May. They are interviewing for the Bookkeeper position and a Part Time Assistant Bookkeeper position. Sometime in January, they will sit with Dawn, to see what she does on a busy day. There are three qualified candidates. Dave Ultsch, from the gallery asked if the position was Full Time and if there is an Assistant right now. Supervisor Entwistle stated it is a Full-Time position and there isn't an Assistant. If something were to happen to the Bookkeeper, there's no one to replace her. The Assistant's job would be to get the mail, water and sewer billing. The Bookkeeper position is going to move to a salary position instead of hourly.

NEW BUSINESS PUBLIC:

ADJOURNMENT:

A motion was made by Councilwoman Kardash and seconded by Councilwoman Abrial to adjourn the meeting.

5 ayes/ 0 nays/ 0 absent MOTION CARRIED

There being no further business, the meeting was adjourned at 7:18 pm by Supervisor Entwistle.

Respectfully submitted,

Tracy M. Terry

Forestport Town Clerk