



**Clark Patterson Lee**  
DESIGN PROFESSIONALS

## **PLANNING MEETING SUMMARY**

**PROJECT:** Town & Village of Oakfield

**CPL PROJECT NO.:** 11239.00 & 14609.00

**DATE:** January 10, 2013

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### **A. Attendees:**

1. Town: Mike Cianfrini, Alan Dennis
2. Village: Jason Armbrewster, Jeremy Yasses
3. CPL: Tom Carpenter, Jeremy DeLyser, Brent Rosiek

### **B. News Developments:**

1. WD 3 received USDA grant and is moving forward.
2. USDA water funding changes: Grant funds limited. Now using 2010 Census for income eligibility. Evaluating funding formulas.
3. STAMP project moving forward.
4. Hurricane Sandy.
5. Tank Project.

### **C. Local Government Efficiency Grant for Shared Court & Town Hall Renovation:**

1. Shared Oakfield/Elba/Alabama Court proposed.
2. Application deadline is March 13, 2013. Town wants to resubmit. Elba on board, Alabama?
3. CPL prepared application last year for \$2,000.00. Re-application/update will cost \$0.00.

### **D. Town Standards:**

1. Water Standards: In hands of Town Board/Committee for action at Board Meeting.
2. Development Standards (developer construction standards): CPL & Town have work session scheduled for Jan 17, 2013 from 9:00 to 11:00 am at Town Hall. Contract for \$12,900. Village infrastructure plays a key role. Village input desired prior to Town Board approval.
3. Comprehensive Plan Update: Alabama's portion of Joint Comprehensive Plan will be updated with STAMP. Town & Village should discuss joint update with Town of Alabama.
4. Smart Growth Area: Due to STAMP will be amended. Town should discuss with Town of Alabama and Genesee County. Judge & Hutton Road around US Gypsum being revised.

### **E. Village Water:**

1. Transmission Main Complete.
2. Water Storage Tank. Awarded \$1,650,000 contract to Caldwell Tanks for 500,000 gallon pedosphere tank. Capacity for Towns of Oakfield & Alabama. GCEDC will provide Alabama's contribution - \$200,000. Foundations tentatively scheduled for March 2013 construction, tank construction summer 2013, fully online spring 2014 with current schedule.
3. Tank Demolition. Submit to DOH once new tank is constructed. Town to be involved with demolition/construction near cemetery and open lands.

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## PLANNING MEETING SUMMARY

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### F. Town Water:

1. Water District Planning Map provided.
2. WD 2:
  - a. Blue Heron Construction contract is closed out.
  - b. \$2,000 deduct change order for Town to finish restoration, and will be reimbursed for materials from USDA funds.
3. WD 3:
  - a. USDA funding in place: \$500,000.00 Grant and \$629,000.00 Loan @ 2.75% over 38 years.
  - b. Estimated Capital Cost: \$1,129,000.00 and current estimated EDU cost: \$874.68.
  - c. Full application to USDA underway, Stuart I. Brown Assoc. leading efforts.
  - d. CPL Contract: \$145,252.00.
  - e. Design 50% complete. Bid before end of winter.
4. New Funding Criteria
  - a. 2013 Comptroller Limits: Water \$685/yr (was \$696/yr). Sewer \$774/yr (was \$816/yr).
  - b. USDA using 2010 Census for income eligibility.
    1. T Oakfield: \$44,870; V Oakfield: \$43,688; T Alabama: \$54,476; T Batavia: \$48,598; T Elba: \$57,598; T Stafford \$63,229
    2. Interest Rates: Nonmetro for State \$56,882. Above qualifies for Market rate 3.125% (varies). Between \$45,505 and \$56,882 is Intermediate rate 2.5%. Below \$45,505 is Poverty rate 1.875%
  - c. USDA grant formula (current "guesstimation")
    1. Intermediate 45% or \$500,000 max. Poverty 75% or \$750,000 max
    2. T Oakfield: \$44,870 is below Poverty limits but CPL using Intermediate for estimates for now.
    3. Likely one grant per Town per year.
    4. MHI of \$45,000 max equates to a 1.55% MHI target for yearly costs = \$700.
  - d. Self help – Town Highway water main installations?
5. WD 4:
  - a. Public Information Meeting held 6/26/2012. Lot of support at \$899 per unit and \$1,260,000 total capital cost.
  - b. Status: Well Survey – DOH completed; Petition – signed by residents, waiting to be certified by Town; Map, Plan & Report – complete.
  - c. Revised estimates: See attached spreadsheet.
  - d. CPL contract for preliminary engineering in place: \$1,800.00.
  - e. Received USDA response and comments to Initial Application.
6. WD 5:
  - a. Public Information Meeting held 8/14/2012. Lot of support at \$1,087 per unit and \$930,000 total capital cost.
  - b. Status: Petition – not passed to residents; Map, Plan & Report – complete.
  - c. Revised estimates: See attached spreadsheet.
  - d. CPL contract for preliminary engineering in place: \$1,800.00.
  - e. Received USDA response and comments to Initial Application.
7. WD 6:
  - a. Public Information Meeting held 6/26/2012. Lot of support at \$928 per unit and \$1,310,000 total capital cost.
  - b. Status: Well Survey – DOH completed; Petition – signed by residents, waiting to be certified by Town; Map, Plan & Report – complete.
  - c. Revised estimates: See attached spreadsheet.
  - d. CPL contract for preliminary engineering in place: \$1,800.00.
  - e. Received USDA response and comments to Initial Application.

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8. WD 7:
    - a. Planning along with Batavia North WD and Oakfield WD 10.
    - b. Oakfield Public Information Meetings held 9/18/2012. Lot of support at \$1,100/unit.
    - c. Coordination with Town of Batavia required, and USDA RD to be consulted.
    - d. Status: Petition and Map, Plan & Report – on hold pending Batavia North WD.
    - e. One large project with 4 Towns vs two smaller projects (Batavia/Oakfield & Batavia/Elba/Stafford).
    - f. No Contract in place for WD 7 or assistance with Batavia North WD.
    - g. Town of Batavia to hold Public Information Meeting soon.
  9. WD 8:
    - a. Town to discuss project with Lamb Farms. Revised estimates: See attached spreadsheet.
    - b. No Contract in place.
    - c. CPL to meet with Lamb Farms to discuss options.
  10. WD 9:
    - a. In conceptual planning stage. Several other projects required first (WD3 & WD4).
    - b. Oakfield Public Information Meetings held 9/18/2012. Lot of support at \$1,100/unit.
    - c. Status: Petition and Map, Plan & Report – on hold.
    - d. Revised estimates: See attached spreadsheet.
    - e. CPL contract for preliminary engineering in place: \$2,500.00, on hold pending other WD's.
  11. WD 10:
    - a. Planning along with Batavia North WD and Oakfield WD 7.
    - b. Oakfield Public Information Meetings held 9/18/2012. Lot of support at \$1,100/unit.
    - c. Coordination with Town of Batavia required.
    - d. Status: Petition and Map, Plan & Report – on hold pending Batavia North WD.
    - e. One large project with 4 Towns vs two smaller projects (Batavia/Oakfield & Batavia/Elba/Stafford).
    - f. Revised estimates: See attached spreadsheet.
    - g. CPL contract for preliminary engineering in place: \$1,800.00, on hold pending Batavia North.
    - h. Town of Batavia to hold Public Information Meeting soon.
  12. WD 11:
    - a. Town to discuss STAMP project with land owners. Revised estimates
    - b. May require overlay WD to cover costs of service connections, expand to Alabama Town Line.
    - c. No Contract in place.
- G. Sewer:
1. Feasibility Map & Estimates.
  2. Potential "Self Help" project along Church Street: Roadway in Village, Houses in Town.
  3. Drake and Main Streets are new sewers. Should evaluate condition of all side streets.
- H. South Pearl Street:
1. Total reconstruction in concept level planning for years. Water main has been replaced.
  2. Funding required for next steps. Sewer project estimated at \$1.25m. Road reconstruction estimated at \$2.75m.
- I. STAMP:
1. Moving forward. Town rezoned property.
  2. State funding: How much & when???
  3. Alabama water project part of Zoning Incentive. Includes tank contribution.
  4. Water and Sewer planning.

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5. Evaluate Smart Growth
6. Comprehensive Plan Updates
7. Spin off development desired? Water & sewer important.

J. General Items

1. Communication.
2. Joint Town & Village initiatives?

K. Town Action Items

1. Coordinate with Elba on LGE Grant for Shared Court Facility.
2. Water & Development Standards.

L. CPL Action Items

1. Ask GCEDC about Comprehensive Plan and Smart Growth Updates.

M. Town Board Workshop Meeting

1. **Meeting will be held on February 19, 2013 at 4:00pm at the Town Hall.**

N. Village Items

1. Communication
2. Capital Improvement Plan (CIP) for Water Mains, Sewers, & Roadways: CPL provided a proposal in 2012 for \$7,500.00 to prepare this. Important planning document.
3. STAMP
  - a. \$200,000 tank contribution
  - b. Spin off development?? Have any development parcels left?
  - c. WWTP capacity: Should look at providing capacity for spin-off development.

O. Village Action Items

1. Review Development Regulations already in place for potential STAMP growth. Updates?

P. CPL Action Items

1. GCEDC will provide Alabama's contribution - \$200,000, GCEDC will prepare letter of intent.

The foregoing constitutes our understanding of matters discussed and conclusions reached. If there are any errors or omissions in the basic discussion, please notify the Author in writing within seven days.

Summary prepared by

Clark Patterson Lee



Thomas A. Carpenter, P.E.  
Principal

Cc: Via Email:  
Meeting Attendees  
File

Town of Oakfield  
Water Districts Cost Summary  
January 9, 2013

District	Capital Cost	Debt Service	O & M Cost	EDU Cost	Loan (% , Yr)	# of EDU
<b>No. 2</b>						
Map, Plan & Report 3/2009	\$ 758,200.00	\$ 701.00	\$ 260.00	\$ 961.00	4.125% @ 38 Yrs	31.5
USDA RD Preliminary Funding Estimate	\$ 758,200.00	\$ 714.00	\$ 260.00	\$ 974.00	2.55% @ 38 Yrs	
<b>No. 3 (8 &amp; 12-inch, 16,350 LF)</b>						
Map, Plan & Report 1/2012	\$ 1,129,000.00	\$ 654.00	\$ 320.00	\$ 974.00	3.5% @ 38 Yrs	48.5
USDA RD Preliminary Funding Estimate 10/25/12	\$ 1,129,000.00	\$ 554.64	\$ 320.04	\$ 874.68	2.75% @ 38 Yrs	
<b>No. 4 (8-inch, 18,600 LF)</b>						
DIP (w/ Grant)	\$ 1,260,000.00	\$ 558.00	\$ 335.00	\$ 893.00	3.25% @ 38 Yrs	63
PVC (w/ Grant)	\$ 1,077,000.00	\$ 435.00	\$ 335.00	\$ 770.00	3.25% @ 38 Yrs	
PVC (w/o Grant)	\$ 1,077,000.00	\$ 873.00	\$ 335.00	\$ 1,208.00	3.0% @ 30 Yrs	
<b>No. 5 (8 &amp; 12-inch, 13,600 LF)</b>						
DIP (w/ Grant)	\$ 930,000.00	\$ 739.00	\$ 335.00	\$ 1,074.00	3.25% @ 38 Yrs	32
PVC (w/ Grant)	\$ 797,000.00	\$ 633.00	\$ 335.00	\$ 968.00	3.25% @ 38 Yrs	
PVC (w/o Grant)	\$ 797,000.00	\$ 1,271.00	\$ 335.00	\$ 1,606.00	3.0% @ 30 Yrs	
<b>No. 6 (8-inch, 19,430 LF)</b>						
DIP (w/ Grant)	\$ 1,310,000.00	\$ 585.00	\$ 335.00	\$ 920.00	3.25% @ 38 Yrs	64
PVC (w/ Grant)	\$ 1,119,000.00	\$ 447.00	\$ 335.00	\$ 782.00	3.25% @ 38 Yrs	
PVC (w/o Grant)	\$ 1,119,000.00	\$ 893.00	\$ 335.00	\$ 1,228.00	3.0% @ 30 Yrs	
<b>No. 7 (Batavia North WD) - (No USDA Grant or Loan, Standard Financing)</b>						
Batavia, Oakfield (WD No. 7 & 10), Elba, Stafford	\$ 6,352,000.00	\$ 1,002.00	\$ 288.00	\$ 1,290.00	3.0% @ 30 Yrs	324
Batavia & Oakfield (WD No. 7 only)	\$ 2,065,000.00	\$ 985.00	\$ 288.00	\$ 1,273.00	3.0% @ 30 Yrs	107
Batavia & Oakfield (WD No. 7 & 10)	\$ 2,690,000.00	\$ 1,040.00	\$ 288.00	\$ 1,328.00	3.0% @ 30 Yrs	132
Batavia, Elba & Stafford	\$ 3,691,000.00	\$ 975.00	\$ 288.00	\$ 1,263.00	3.0% @ 30 Yrs	192
<b>No. 8 (Private - Lamb Farms)</b>						
8-inch PVC - 5,100 LF	\$ 366,000.00					1 to 4
8-inch PVC - 6,000 LF	\$ 417,000.00					
<b>No. 9 (8-inch, 22,480 LF)</b>						
DIP (w/ Grant)	\$ 1,435,000.00	\$ 697.00	\$ 335.00	\$ 1,032.00	3.25% @ 38 Yrs	62
PVC (w/ Grant)	\$ 1,214,000.00	\$ 533.00	\$ 335.00	\$ 868.00	3.25% @ 38 Yrs	
PVC (w/o Grant)	\$ 1,214,000.00	\$ 999.00	\$ 335.00	\$ 1,334.00	3.0% @ 30 Yrs	
<b>No. 10 (12-inch, 9,450 LF)</b>						
DIP (w/ Grant)	\$ 882,000.00	\$ 773.00	\$ 335.00	\$ 1,108.00	3.25% @ 38 Yrs	29
PVC (w/ Grant)	\$ 789,000.00	\$ 764.00	\$ 335.00	\$ 1,099.00	3.25% @ 38 Yrs	
PVC (w/o Grant)	\$ 789,000.00	\$ 1,258.00	\$ 335.00	\$ 1,593.00	3.0% @ 30 Yrs	
<b>No. 11 (Private - Judge Road)</b>						
12-inch DIP - 1,600 LF	\$ 183,000.00					2

Town of Oakfield  
Water Districts Cost Summary  
February 15, 2013

USDA 2000 Census: Intermediate Level Funding  
Grant: 50% of Total Capital Costs, up to \$500,000 max  
Interest Rate: 3.25% @ 38 Years

USDA 2010 Census: Poverty Level Funding  
Grant: 75% of Total Capital Costs, up to \$750,000 max  
Interest Rate: 2.5% @ 38 years (estimating above current 1.875%)

2012 Estimates

WD#4	WD#5	WD#6
63	32	64

2013 Estimates

WD#4	WD#5	WD#6
63	32	64

2013 Combination Estimates

WD#4 & 5	WD#4 & 6	WD#4, 5, 6
95	127	159

DIP	8-inch	Capital Cost	Estimated Grant	Debt Service	Unit Cost/Year	2012	2013	2013	2013	2013	
		\$ 1,260,000.00	\$ 930,000.00	\$ 1,310,000.00	\$ 1,260,000.00	\$ 700,000.00	\$ 930,000.00	\$ 1,310,000.00	\$ 2,209,000.00	\$ 2,538,000.00	\$ 3,484,000.00
		\$ 500,000.00	\$ 500,000.00	\$ 500,000.00	\$ 500,000.00	\$ 700,000.00	\$ 650,000.00	\$ 750,000.00	\$ 750,000.00	\$ 750,000.00	\$ 750,000.00
		\$ 558.00	\$ 739.00	\$ 585.00	\$ 558.00	\$ 366.00	\$ 360.00	\$ 360.00	\$ 631.00	\$ 579.00	\$ 707.00
		\$ 893.00	\$ 1,074.00	\$ 920.00	\$ 701.00	\$ 366.00	\$ 695.00	\$ 695.00	\$ 966.00	\$ 914.00	\$ 1,042.00

PVC	8-inch	Capital Cost	Estimated Grant	Debt Service	Unit Cost/Year	2012	2013	2013	2013	2013	
		\$ 1,077,000.00	\$ 797,000.00	\$ 1,119,000.00	\$ 1,077,000.00	\$ 500,000.00	\$ 797,000.00	\$ 1,119,000.00	\$ 1,892,000.00	\$ 2,164,000.00	\$ 2,975,000.00
		\$ 500,000.00	\$ 500,000.00	\$ 500,000.00	\$ 500,000.00	\$ 500,000.00	\$ 500,000.00	\$ 550,000.00	\$ 750,000.00	\$ 750,000.00	\$ 750,000.00
		\$ 435.00	\$ 633.00	\$ 447.00	\$ 377.00	\$ 377.00	\$ 382.00	\$ 366.00	\$ 494.00	\$ 458.00	\$ 575.00
		\$ 770.00	\$ 968.00	\$ 782.00	\$ 712.00	\$ 712.00	\$ 717.00	\$ 701.00	\$ 829.00	\$ 793.00	\$ 910.00

PVC	8-inch w/o Grant	Capital Cost	Debt Service	Unit Cost/Year	2012	2013	2013	2013	2013	2013
		\$ 1,077,000.00	\$ 797,000.00	\$ 1,119,000.00	\$ 1,077,000.00	\$ 797,000.00	\$ 1,119,000.00	\$ 1,892,000.00	\$ 2,164,000.00	\$ 2,975,000.00
		\$ 873.00	\$ 1,271.00	\$ 893.00	\$ 873.00	\$ 1,271.00	\$ 893.00	\$ 1,017.00	\$ 870.00	\$ 955.00
		\$ 1,208.00	\$ 1,606.00	\$ 1,228.00	\$ 1,208.00	\$ 1,606.00	\$ 1,228.00	\$ 1,352.00	\$ 1,205.00	\$ 1,290.00

**TOWNS OF BATAVIA, OAKFIELD, ELBA, STAFFORD**  
**BATAVIA NORTH WATER DISTRICT, OAKFIELD WD#7 & 10, ELBA WD#1, STAFFORD WD#1**  
**PRELIMINARY COST ESTIMATE**  
**February 15, 2013**

Option 8 - Batavia, Oakfield, Elba, Stafford: Areas 1, 2, 3, 4, 6 & 7

Project Area Description:

Batavia-Oakfield-Elba Townline Road: Alabama to Stafford; Batavia-Stafford Townline Road: Elba to I-90/GCC

NYS Route 63: Galloway Road to Village of Oakfield; NYS Route 98: W. Saile Dr to 1,400-ft north of Townline Rd

State St Rd: W. Saile Dr to Town Line Rd; Bank St Rd: E. Saile Dr to 2,500-ft north of Town Line Rd

Hutton Road: Townline Rd to 4,600-ft north; Downey Road: Debt Service only

Fisher Rd: NYS Route 63 to 2,700-ft east; Pekin Rd: Townline Rd to 1,800-ft north; Norton Rd: Townline Rd to 2,000-ft north

ITEM	DESCRIPTION	UNIT	ESTIMATED QUANTITY	ESTIMATED UNIT PRICE	ESTIMATED TOTAL
1	Mobilization (2% of Items 3 - 16)	LS	1	\$ 94,600.00	\$ 94,600.00
2	Maintenance and Protection of Traffic Including Signs and Flagmen Meeting NYSDOT Requirements (2% of Items 3 - 16)	LS	1	\$ 94,600.00	\$ 94,600.00
3	Furnish and Install 8-inch PVC Water Main Complete	LF	74,900	\$ 24.00	\$ 1,797,600.00
4	Furnish and Install 12-inch PVC Water Main Complete	LF	22,000	\$ 32.00	\$ 704,000.00
5	Furnish and Install 8-inch HDPE Water Main Complete	LF	0	\$ 100.00	\$
6	Horizontal Bore Crossing w/ 24-inch Steel Casing	LF	157	\$ 300.00	\$ 47,100.00
7	Furnish and Install 8-inch Gate Valves Complete	EA	64	\$ 1,100.00	\$ 70,400.00
8	Furnish and Install 12-inch Gate Valves Complete	EA	20	\$ 2,000.00	\$ 40,000.00
9	Dry Connection to Existing 8-inch Water Mains	EA	2	\$ 2,000.00	\$ 4,000.00
10	Wet Connection to Existing 8-inch Water Mains	EA	1	\$ 4,000.00	\$ 4,000.00
11	Wet Connection to Existing 12-inch Water Mains	EA	3	\$ 6,500.00	\$ 19,500.00
12	Furnish and Install Hydrant Assemblies	EA	152	\$ 4,300.00	\$ 653,600.00
13	Furnish and Install Short Side Water Services	EA	172	\$ 2,800.00	\$ 481,600.00
14	Furnish and Install Long Side Water Services	EA	121	\$ 3,400.00	\$ 411,400.00
15	Rock Excavation	CY	6345	\$ 75.00	\$ 475,875.00
16	Compaction Testing (0.5% of Items 3 - 15)	LS	1	\$ 23,500.00	\$ 23,500.00

Subtotal = \$ 4,921,775.00 \$ 4,921,775.00 \$ 4,921,775.00

Contingency (8.00%) = \$ 393,742.00 \$ 393,742.00 \$ 393,742.00

Construction Subtotal = \$ 5,315,517.00 \$ 5,315,517.00 \$ 5,315,517.00

Legal & Administration (2.25%) = \$ 119,599.13 \$ 119,599.13 \$ 119,599.13

Engineering (3.85%) = \$ 204,647.40 \$ 204,647.40 \$ 204,647.40

Construction Observation (4.5%) = \$ 239,198.27 \$ 239,198.27 \$ 239,198.27

Total = \$ 5,878,961.80 \$ 5,878,961.80 \$ 5,878,961.80

Total Estimated Capital Cost = \$ 5,879,000.00 \$ 5,879,000.00 \$ 5,879,000.00

Less USDA Grant (Maximum 45% or \$500,000/Town) = (\$1,000,000.00) (\$500,000.00) \$ 500,000.00

Batavia, (Oakfield & Elba)  
Net Local Project Cost = \$ 4,879,000.00 \$ 4,879,000.00 \$ 4,879,000.00

USDA RD Loan: Estimated Debt Service at 3.0% for 38 yrs = \$ 216,918.00 \$ 216,918.00 \$ 216,918.00

Number of Residential EDU's = 297 297 297

Number of Additional EDU's = 0 0 0

Total Number of EDU's = 297 297 297

Estimated Debt Service/Unit/Year = \$ 731.00 \$ 806.00 \$ 923.00

Estimated Yearly Water Cost (\$4.35/1,000 gal, 63,000 gpy) = \$ 274.05 \$ 274.05 \$ 274.05

Total Unit Cost = \$ 1,005.05 \$ 1,080.05 \$ 1,197.05

Total Estimated Unit Cost = \$ 1,006.00 \$ 1,081.00 \$ 1,198.00

**Notes:**

1. Estimated costs based on contractor installation

**TOWNS OF BATAVIA, OAKFIELD, ELBA, STAFFORD**  
**BATAVIA NORTH WATER DISTRICT, OAKFIELD WD#7 & 10, ELBA WD#1, STAFFORD WD#11**  
**PRELIMINARY COST ESTIMATE**  
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Total Estimated Capital Cost = \$ 5,879,000.00 \$ 5,879,000.00

Less USDA Grant (Maximum 45% or \$500,000/Town) = \$0.00 \$0.00

Batavia, (Oakfield & Elba)

Net Local Project Cost = \$ 5,879,000.00 \$ 5,879,000.00

USDA RD Loan: Estimated Debt Service at 3.0% for 38 yrs = \$ 261,377.00 \$ 261,377.00

Number of Residential EDU's = 297 297 297

Number of Additional EDU's = 64 20 0

Total Number of EDU's = 361 317 297

Estimated Debt Service/Unit/Year = \$ 725.00 \$ 825.00 \$ 923.00

Estimated Yearly Water Cost (\$4.35/1,000 gal, 63,000 gpy) = \$ 274.05 \$ 274.05 \$ 274.05

Total Unit Cost = \$ 999.05 \$ 1,099.05 \$ 1,197.05

Total Estimated Unit Cost = \$ 1,000.00 \$ 1,100.00 \$ 1,198.00

**Notes:**

1. Estimated costs based on contractor installation