



AGENDA
WATERFORD TOWN BOARD MEETING
August 2, 2022

1. **Call to Order and Call of the Roll**
2. **Communications and Petitions**
 - NYS Office of Energy Products Notice- the Environmental Assessment prepared for the Normanskill Hydroelectric Project, located on the Normans Kill in the Town of Guilderland NY is available for review.
 - Resignation of Rachael Holbrook
3. **Action on the minutes of previous meetings as follows:**

Town Board Meeting of July 5, 2022 and Agenda and Special Meeting of July 26, 2022
4. **Committee Reports**
 - A. Financial Report and Submission of Bills and Petty Cash
 - B. Committee on Highway, Wastewater Treatment, Water Authority, Cemetery and Museum
 - C. Committee on Public Safety, Emergency Services, and Liaison to Village
 - D. Committee on Veterans, Grants and Funding, Special Projects, Town Hall and Seniors
 - E. Committee on Youth, Playground, Pool, Festivals, Library, WHUFSD, Visitor Center and Building Department
 - F. Supervisors Report
5. **General Orders**

Resolution 106	Resolution to establish the standard workday with the New York State and Local Employees' Retirement System for Town Justice Daniel Kopach
Resolution 107	Resolution to authorize the Waterford-Halfmoon Union Free School District the use of Town athletic fields for the 2022-2023 year
Resolution 108	Resolution to authorize the Town to solicit bids for a new Garbage Contract
Resolution 109	Resolution to authorize the Town Supervisor to enter into an agreement with architect Hyman Hayes related to town hall renovations
Resolution 110	Resolution to hire Rachael Holbrook as a consultant to the Assessor's Office
Resolution 111	Resolution to award the contract for DPW building roof upgrades to Titan Roofing Inc
Resolution 112	Resolution to authorize the Town to re-solicit bids for Playground Upgrades at Clement Park
Resolution 113	Resolution to authorize the Town to solicit bids for Salt Shed Upgrades at Town Highway Dept.
6. **Other Business**

RESOLUTION #106

RESOLVED, that the Town of Waterford/Location Code 30096 hereby establishes the following as the standard work day for the appointed official listed below and will report the following days worked to the New York State and Local Employees' Retirement System based upon the Record of Activities submitted by this official to the Clerk of this body:

Town Justice, Daniel J. Kopach, 6 Hour Standard Work Day from 3/2/2022 – 12/31/2022, 3.59 Days worked to be reported each month.

Offered by
Seconded by

Councilman Ball
Councilman Boudreau
Councilwoman Marble
Councilman McClement
Supervisor Lawler

RESOLUTION# 107

RESOLVED, that the Waterford-Halfmoon Union Free School District, be and they are hereby authorized to use the Town athletic fields for the 2022-2023 season as all insurance documents have been filed with the Town Clerk and that they coordinate with the Town for the use of said fields prior to use.

Offered by
Seconded by

Councilman Ball
Councilman Boudreau
Councilwoman Marble
Councilman McClement
Supervisor Lawler

RESOLUTION #108

RESOLUTION FOR THE YEAR 2022 OF THE TOWN BOARD

OF THE TOWN OF WATERFORD CALLING FOR BIDS FOR GARBAGE CONTRACT

WHEREAS, the Town's current garbage contract ends on December 31, 2022; **WHEREAS**, the Town Board desires to solicit bids for a new contract;

NOW THEREFORE, BE IT RESOLVED that the Town Board hereby calls for bid proposals, in conformance with the bid specifications and Notice To Bidders, available at the Town Clerk's Office,

which are to be received and considered publicly at Town Hall, on the 19th day of August, 2022 at 2:00 p.m., the time and place specified in said public notice.

Offered by
Seconded by

Councilman Ball
Councilman Boudreau
Councilwoman Marble
Councilman McClement
Supervisor Lawler

RESOLUTION #109

WHEREAS the Town is desirous to move forward with renovations to Town Hall,

NOW THEREFORE BE IT RESOLVED, that Waterford Town Board hereby authorizes the Town Supervisor to enter into an agreement with architect Hyman Hayes for Pre-Design and Schematic Design Services at a fee of \$27,800, Construction Documentation Services at a fee of \$43,500 and Bidding and Construction Administration at a fee of \$8,500. The total of the contract is \$79,800.

Offered by
Seconded by

Councilman Ball
Councilman Boudreau
Councilwoman Marble
Councilman McClement
Supervisor Lawler

RESOLUTION #110

RESOLVED, that Rachael Holbrook be and she is hereby hired as a consultant to the Assessor's Office at a salary of \$36.81 per hour effective August 8, 2022.

Offered by
Seconded by

Councilman Ball
Councilman Boudreau
Councilwoman Marble
Councilman McClement
Supervisor Lawler

RESOLUTION # 111

WHEREAS, the Town Board of the Town of Waterford, by public notice duly published according to law, has invited sealed proposals for roof upgrades for the DPW Building, and

WHEREAS, all such proposals were received publicly at the Town Clerk's Office, on the 21st day of July, 2022 at 2:00 p.m., the time and place specified in said public notice, and

WHEREAS, said Town Board has determined that Titan Roofing, Inc. is the lowest responsible formal bidder for the work as detailed in the specifications, with a bid of \$48,900.00, no adds/alternates;

THEREFORE, NOW BE IT RESOLVED, that the said proposal of Titan Roofing, Inc. be accepted, and be it

FURTHER RESOLVED, that the Town Board enter into a contract/purchase order with said successful bidder for the roof upgrades to the DPW Building to be approved by the attorneys for the Town.

Offered by
Seconded by

Councilman Ball
Councilman Boudreau
Councilwoman Marble
Councilman McClement
Supervisor Lawler

RESOLUTION # 112

RESOLUTION FOR THE YEAR 2022 OF THE TOWN BOARD
OF THE TOWN OF WATERFORD CALLING FOR REBIDS FOR PLAYGROUND
UPGRADES AT THE TOWN OF WATERFORD'S CLEMENT PARK

WHEREAS, the Town of Waterford's playground at Clement Park is in need of upgrades;

WHEREAS, the Town Board desires to re-solicit bids for said playground upgrades at the Town of Waterford's Clement Park;

NOW THEREFORE BE IT RESOLVED THAT the Town Board hereby calls for sealed bid proposals in conformance with the Notice to Bidders and the bid specifications, which are available via email from Environmental Design Partnership ("EDP") after 12:00 p.m. on the 9th day of August, 2022 or beginning the 9th day of August, 2022 through the NYS Contract Reporter at <https://www.nyscr.ny.gov>, which are to be received and considered publicly at Town Clerk's Office, on the 17th day of August, 2022 at 2:00 p.m., the time and place specified in said public notice.

Offered by
Seconded by

Councilman Ball
Councilman Boudreau
Councilwoman Marble
Councilman McClement
Supervisor Lawler

RESOLUTION #113

RESOLUTION FOR THE YEAR 2022 OF THE TOWN BOARD
OF THE TOWN OF WATERFORD CALLING FOR BIDS FOR UPGRADES TO
THE TOWN OF WATERFORD'S SALT SHED

WHEREAS, the Town of Waterford's salt shed is in need of upgrades;

WHEREAS, the Town Board desires to solicit bids for said upgrades to the Town of Waterford's salt shed;

NOW THEREFORE BE IT RESOLVED THAT the Town Board hereby calls for sealed bid proposals in conformance with the Notice to Bidders and the bid specifications, which are available via email from Environmental Design Partnership ("EDP") after 12:00 p.m. on the 9th day of August, 2022 or beginning the 9th day of August, 2022 through the NYS Contract Reporter at <https://www.nyscr.ny.gov>, which are to be received and considered publicly at Town Clerk's Office, on the 19th day of August, 2022 at 1:00 p.m., the time and place specified in said public notice.

Offered by
Seconded by

Councilman Ball
Councilman Boudreau
Councilwoman Marble
Councilman McClement
Supervisor Lawler

We have received the following budgetary costs for the town hall renovation project from the architect (Hyman Hayes).

Pre-Design and Schematic Design Services:

Fee: \$27,800

- Existing conditions documentation, including hazardous materials survey and report
- Schematic design showing removals and proposed new materials
- Proposed new finishes in coordination with existing finishes from Town
- Schematic level construction cost estimate for town review
- Design presentation meeting and review of options with Town

Construction Documentation Services:

Fee: \$43,500

- Design Development of Town approved improvement from Schematic Design Phase
- Full 100% Construction Documents for public bid, including required modifications to mechanical, electrical and plumbing systems.
- Documents will include project manual with full front end and technical specifications

Bidding and Construction Administration:

Fee: \$8,500

- Respond to bidders questions
- Assist Town in processing contractor bidding and award
- Administer construction phase and attend construction phase meetings as needed
- Review contractor submittals and respond to RFI's
- Provide final walk through review and punch list at project completion

Total All Phases: \$79,800 (Hyman Hayes)

DPW Building Roof Upgrades Bid opening July 21, 2022 2:00PM
Town of Waterford

Bidder Name	Bid Amount
Mid-State Industries LTD,	\$ 108,000.00
MGT At Service Inc	\$ 176,134.00
Tifar Roofing Inc	\$ 48,900.00