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**STAMP Water Works, Inc. Meeting
Thursday, October 6, 2022
Location: 99 MedTech Drive, Innovation Room
3:00 PM**

STAMP WATER WORKS, INC. MINUTES

Attendance

Board Members: C. Yunker, P. Battaglia, P. Zelif, M. Clattenburg, T. Hens, S. Mountain (Video Conference), R. Crossen
Staff: L. Farrell, M. Masse, S. Hyde, L. Casey, J. Krencik
Guests:
Absent:

1.0 Call to Order

P. Zelif called the meeting to order at 3:04 p.m. in the Innovation Zone.

1a. Enter Executive Session

P. Battaglia made a motion to enter executive session under the Public Officers Law, Article 7, Open Meetings Law Section 105, at 3:04 p.m. for the following reasons:

1. The medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation.

The motion was seconded by R. Crossen and approved by all members present.

1b. Enter Public Session

M. Clattenburg made a motion to enter back into public session at 3:32 p.m., seconded by P. Battaglia and approved by all members present.

2.0 Agenda Additions / Deletions / Other Business – Nothing at this time.

Organizational Formation:

3.0 Water Code - STAMP Water Works Corp. does not have a Water Code for the STAMP site. A draft, which utilized the Town of Alabama's water code as the starting point, was included with the meeting materials. The "track changes" function was utilized to show what was originally in the Town's code that was removed. Per discussion with CPL the Appendix A and Appendix B are not needed for this agreement.

Appendix A is showing the relationship of the water service size to the pressure loss the further the residence is off the road. It can be used to size the water service from the water main at the road to the final connection point in the residence.

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Appendix B is showing the typical connection that the Town of Batavia requires. Drawing W-1 shows the plumbing that is required inside of the residence after the water service goes through the foundation wall. Drawing W-2 shows the water service as it should be installed from the water main to the foundation wall.

These are the required typical installations for a single-family residence. For larger users, there isn't really a "typical" installation. Any water service larger than a 2" water service requires an application designed and stamped by an engineer that the operation and maintenance provider would review and approve. For development at STAMP, these two appendices are not applicable.

Fund Commitment: None.

The Board discussed the following:

- Section 1.1 B – Replace the word "Town" with "SWWC"
- Section 6.5 – Hydrant Access Enforcement - The SWWC will need to contract with the Town of Alabama or another snow removal company to ensure that hydrants remain clear.
- Section 12.3 – Violations of the Code - M. Masse will contact Phillips Lytle to discuss options for managing fines when the code is violated.
- Section 3.2 – Service Connections – The language in the code, as is, relates to residential service connections and is not applicable. M. Masse will review the Town of Batavia code to incorporate commercial service connections into the code.

M. Masse will accept the red-line changes in the Water code that were presented today. Another red-line version will be brought forward at the next Board meeting to encompass the changes discussed above.

No action was taken.

4.0 Temporary Water Connection Agreement – STAMP Water Works, Inc. currently does not have any agreements for companies to request a temporary water hook up. The Town of Batavia has one that they utilize for the municipalities that they provide operating and maintenance services. The Town of Batavia's application and fee schedule for this service was included with the meeting materials as a starting point.

Fund Commitment: None.

P. Zelif recommended 1 ½ - 2 inch line is removed from the Temporary Water Connection Application that was presented.

R. Crossen made a motion to approve the Temporary Water Connection Application with the above-mentioned modification; the motion was seconded by T. Hens. Roll call resulted as follows:

P. Battaglia -	Yes	C. Yunker -	Yes
T. Hens -	Yes	P. Zelif -	Yes
M. Clattenburg -	Yes	R. Crossen -	Yes
S. Mountain-	No Vote/Video Conference Only		

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5.0 Water Fee Schedule – STAMP Water Works, Inc. currently does not have a water fee schedule. The Town of Batavia's water fee schedule was included with the meeting materials.

The Committee recommended several changes to the fee schedule, including:

- Removal of Residential New Service Tap Size (Water Connection)
- Removal of Parts to be Replaced related to small meters
- The fee for the Fire Hydrant - Full replacement should be reviewed for accuracy
- Removal of Backflow Design Services
- Removal of 1 ½ - 2 inches Temporary Water Connections

Fund Commitment: None.

M. Masse will bring forward a revised fee schedule at the next Board meeting to encompass the changes discussed above.

No action was taken.

6.0 Adjournment

As there was no further business, T. Hens made a motion to adjourn at 3:56 p.m., which was seconded by M. Clattenburg and passed unanimously.