

December 14, 2021

**VIA EMAIL & MAIL**

Mr. Alvin White, Supervisor  
Town of Hector  
5097 State Route 227  
Burdett, New York 14818

Re: **Professional Services**  
Addendum No. 1: Schematic Design Phase  
Tuttle Road Site  
Town of Hector, New York

Dear Supervisor White:

Per your request, Laberge Group is pleased to provide this addendum to our contract with the Town for Professional Services necessary for the continuance of the development of Engineering and Architectural plans for the relocation of Town facilities to the Tuttle Road property. The following proposal is for the acquisition of base information that is a prerequisite to project designs. This proposal also includes schematic engineering design for the project that include: site; architectural; mechanical; electrical; and plumbing engineering designs. For the purpose of this proposal, schematic designs will address requirements for the development of Town facilities at the Tuttle Road site.

### **SCOPE**

#### **Task 1: Land Survey.**

**Task 1 A:** We will obtain topographic and locational information for the areas of the property that could be utilized for the proposed Town Facilities (approximately 40 acres).

**Task 1 B:** Since the project will include development activities near the property boundary, we will prepare a boundary survey for the entire parcel (Tax Map ID 45.00-1-17 approximately 59.3 acres).

We will utilize both aerial and ground survey methods to develop a survey base map suitable for design of the project. It is assumed that both Task 1A and 1B will be conducted simultaneously.

#### **Task 2: Wetland and Endangered Species.**

We will perform a wetlands review locating and delineating areas within the site of the proposed improvements. Necessary information will be collected in the field to prepare a wetland delineation report if one is needed at a later date. Information collected will include field data sheets, photographs of the uplands and wetlands, hydrologic information, soils data and an inventory of vegetation. Should the project designs require wetland impacts, we will provide a separate proposal for the wetland delineation report.

Additionally, for the entire parcel, we will perform an endangered species review. We will contact the Natural Heritage office and the US Fish and Wildlife Service (USFWS) for known endangered and threatened species of flora and fauna. We will provide a letter report of these findings.

### **Task 3: Preliminary Soils Investigation.**

We will perform preliminary soils testing with the assistance of a Town supplied operator and backhoe for deep-hole test pits and a soils infiltration testing. This would be conducted prior to Task 1 ground surveying so that survey information includes the locations of tests performed and plotted on the project survey base map.

Information obtained from preliminary soils investigations will be utilized as a basis for the Schematic Design Phase. Soils information will more specifically be applied to site engineering of subsurface sewage disposal systems and stormwater management practices.

**Task 3 A: Testing Location Mark Out.** In advance of the testing, we will indicate (mark out) the locations for soils testing so that the Town may prepare equipment and access routes to the locations.

**Task 3 B: Field Soils Tests.** Upon notification by the Town that testing sites access has been made available we will observe and perform perc tests in the locations of proposed structures, septic systems, stormwater management areas and select locations on the site to determine depths to potential restrictive soils layers in area of proposed site development.

### **Task 4: Schematic Design Phase.**

**Task 4 A: Project Permitting.** We will prepare a listing of all potential permits required for complete buildout of the Tuttle Road site, and the demolition of existing facilities on Route 227 site should the Town decide that the site is to be re-purposed or sold.

**Task 4 B: Schematic Site Design.** We will prepare schematic level site grading, utilities and layout designs that will include stormwater management practices, subsurface sewage disposal system and well locations, and a draft Storm Water Pollution Prevention Plan (SWPPP) to include the draft stormwater management design report.

**Task 4 C: Schematic Architectural Design.** We will prepare schematic level architectural floor plans, elevations, and building sections of the proposed Town Hall, Highway Garage, and Recycling Center.

**Task 4 D: Schematic MEP Design.** We will prepare schematic level structural, mechanical, electrical, plumbing and fire protection system layouts and equipment descriptions.

**Task 4 E: Outline Specifications.** We will prepare a list of the specifications for the work described above.

**Task 4 F: Schematic Estimate.** We will prepare schematic level full buildout budgetary information of Tuttle Road.

### **MEETINGS**

**Meeting No. 1: Town Building Committee Meeting.** We will meet with the Town to refine the proposed site layout given the completion of the initial preceding tasks and to review schematic building plans.

**Meeting No. 2: Public Informational Meeting.** We will meet with the Town and public at an informational meeting to gain additional site and building planning input.

**Meeting No. 3:** Upon the completion of the prior meetings and advancement of schematic designs, we will meet with the Town Building Committee to review plans, specifications and refined opinions of the probable costs to construct. At this meeting we will confirm the project timeline/schedule and final scope of work to be implemented.



### **PROPOSED FEES**

Laberge Group is pleased to provide the following fee proposal for our services plus normal reimbursable expenses (reproduction, printing, travel, etc). If acceptable, please sign below and return a copy to our office. Upon receipt, we will prepare an agreement for your review and execution and tentatively schedule the work.

Task 1A: Topographic/Location Survey:	\$27,000
Task 1B: Boundary Survey:	\$11,000
Task 2: Wetland and Endangered Species:	\$4,500
Task 3 A: Testing Location Mark Out:	\$5,000
Task 3 B: Preliminary Soils Investigation:	\$6,500
Task 4 A: Project Permitting:	\$2,000
Task 4 B: Schematic Site Design:	\$10,000
Task 4 C: Schematic Architectural Design:	\$42,000
Task 4 D: Schematic MEP Design:	\$22,000
Task 4 E: Outline Specifications:	\$6,000
Task 4 F: Schematic Estimate:	\$7,000
Meetings:	\$6,500
<b>Total of Schematic Design:</b>	<b>\$149,500</b>

As noted in Town of Hector - Feasibility Study For New Town Hall/Highway Garage/Recycling Center, "Upon completion of the relocation of town services to the Tuttle Road location, the Town may be able to offset new facility construction costs by the disposition of Town owned lands at 5097 Route 227 to private ownership." As such, the Town may wish to consider the additional services that are prerequisite to disposition of the lands. Therefore, upon your request we will provide the Town with a scope and fee for the performance of an Environmental Site Assessment and pre-demolition surveys for existing structures and land at 5097 Route 227.

Thank you for the opportunity to prepare a proposal for your consideration. Should you have any questions, please do not hesitate to contact our office.

Very truly yours,  
LABERGE GROUP

By: 

Richard F. Laberge, P.E.  
President

REVIEWED AND AGREED TO BY:

\_\_\_\_\_  
Mr. Alvin White, Supervisor  
Town of Hector

	A	B	C	D	E	F	G
1			TOWN OF HECTOR				
2			INVENTORY YEAR	2021			
3			DATE OF INVENTORY	20-Dec-21			
4							EST.
5	NUM	QTY	DESCRIPTION	YEAR	PUR. PRICE	COND.	REPAIR
6							
7	3		Inter. 5600 Paystar Dmp w/plow,wing,spreader	2005	150,484.00	G	
8	6		Intl PayStar 5000 dp 10w	1995	85,512.28	G	4,000.00
9	7B		Freightliner Road Tractor	1991	9,995.00	G	1,000.00
10	12		Int'l PayStar 5000/10 Wheel Dump Truck	1998	96,955.47	G	1,000.00
11	20		John Deere 64414	2001	134,900.00	G	4,000.00
12	22		Ford 3000 Dsl Mowr Trc	1974	4,500.00	F	500.00
13	24		Ford 3550 Dsl Mowr Trc	1974	4,900.00	F	500.00
14	26		Homemade Trailer	1949	100.00	P	50.00
15	27		DC Elec Welder SQ50	1947	900.00	P	50.00
16		3	York Stone Rake		900.00	F	200.00
17	30		Alamo Flail Mower	1996	3,600.00	F	1,800.00
18	31		Krchr PwrWshr	1989	2,850.00	F	100.00
19	32		Homelite Gen. 7500w	1982	1,931.25	G	
20	33		Vertex Base Radio	2002	936.00	E	
21	33		Vertex 3000 Radio 70 Watt	2003	672.00	N	
22	33	8	Motorola Mitrex Radio		10,416.00	G	
23	33	7	Motorola Maxar 80 Radio		4,192.00	G	
24	33		Vertex Mobile Scan FTL-10ny	2002	661.95	E	
25	33		Vertex YX 3000 LR4 Radio	2000	455.00	E	
26	33		Vertex 3000L B4 Radio	2001	455.00	E	
27	33	2	Motorola Maxtrac 100		1,097.00	E	
28	35		Motorola MT500 PortRadio	1987	689.00	P	
29	35		Motorola MT1000 PortRadio	1994	583.40	G	
30	36		Motorola Monitor II Pager	1987	427.00	P	Needs replac
31	40		AirFlo Sprdr/Sndr (spare)	1996	4,300.00	P	500.00
32	42		AirFlo Sprdr/Sndr (#12)	2001	8,200.00	G	500.00
33	46A		AirFlo Sander AF24D 14ft (#6)	1998	6,536.00	F	500.00
34	46B		AirFlo Sander (#10)	1999	8,030.00	G	500.00
35	47		Odenbeck Trac VPlow V73	1947	2,500.00	P	
36	47		Frink V Plow		11,968.00	F	
37	50		Viking Wing 168WSHAD (11 wing)	1982	5,193.00	F	200.00
38	51	3	Viking 1 Way Plow 135HSE9		17,416.45	P	500.00
39	51		Viking Wing 168WED	1990	16,850.00	P	500.00
40	51C		Viking Wing Plow 168WHDRH	1995	2,400.00	G	
41	56	3	Grant Stone Spreader		1,840.00	F	
42	57		Kolberg Screening Plant 1130	1984	65,000.00	G	5,000.00
43	61		Bench Grinder 60217EX	1960	125.00	F	
44	62		Stihl MS270 Chainsaw	2004	379.95	G	
45	63		Stihl Chain Saw 034AV	1989	428.06	G	
46	65		McCullough Chainsaw (2man)	1952	350.00	P	
47	65A		Stihl Chain Saw 025AV	1997	278.38	G	
48	65B		Stihl Chain Saw MS260	2003	386.90	G	
49	66		Solar 6-12-24 Batt. Chrgr 660	1995	200.00	G	
50	68		3t Walker F1 Jack Series B	1960	75.00	G	
51	69		Transmission Jack	1957	100.00	F	
52	71		NORCO Transmission Jack	1984	750.00	G	
53	74		Eutectic Fume Eliminator	1984	1,075.21	G	
54	75		Irgersoll Rand Air compressor	2004	2,200.00	G	
55	76		AC/DC Lincoln Welder	1986	289.99	F	
56	78		Hydraulic Press		150.00	P	
57	79		Graco Grease Gun	1989	595.00	F	
58	80		Acet Torch Master Outfit	1984	334.25	G	90.00
59	81		Reliance Brake Machine		150.00	P	
60	82		Valve Reseater B&D Type B		125.00	F	



	A	B	C	D	E	F	G
61	83		Valve Reseater B&D Type NW		175.00	F	
62	85		Stihl Chainsaw Sharpener	1977	180.00	F	45.00
63	86		2 Dr. Van Body 14ft. Ohio Body		1,200.00	F	
64	87		Lindsay Sandblaster Tank	1980	600.00	G	
65	88		Small Tools		6,000.00	G	500.00
66	88		Misc. Parts Inventory		25,000.00	F	10,000.00
67	88		Set of Jack Stands (4)		365.33	F	
68	88		Grizzly Model G7948 Drill Press	2007	520.00	N	
69	88		36" Bolt Cutters	2002	56.99	N	
70	88		Large Angle Wrench Set	2003	159.00	N	
71	88		Body Harness	2003	149.00	N	
72	88	6	Ratchet Binders	2003	179.70	N	
73	90		Push Button Telephone		305.00	E	
74	90		Refrigerator			F	
75	90		Hot Water Tank A.O.Smith 30g		207.26	G	
76	90		Water Storage Tank 20g		260.00	F	
77	90		Water Softener Tank Rented from LOWES			E	
78	94		Stihl Chain Saw 046	2000	703.40	G	
79	96		Tamp R270R MBW Rammer	2000	2,145.00	G	
80	98		Stihl HT-75 Pole Saw	2000	557.96	G	
81	99		Snap-On YA-590 Welding Helmet	2000	199.00	G	
82	102	4	Back Braces	2001	171.40	G	
83	103		DW307K Dewalt Recip. Saw	2001	139.00	E	
84	104		Alltrade 1/4" Die Grinder	2001	29.00	G	
85	105		Chain Saw Sharpening Guide	2001	30.68	G	
86	106		JTT-IRT-MC Jamar Road Counter	2001	375.00	E	
87	108	2	3/8" GR70 Tow Chains	2001	140.00	E	
88	109	2	1/2" GR70 Town Chains	2001	392.00	E	
89	110	2	3/8" GR80 Crane & Town Chains	2001	380.00	E	
90	111	7	Hard hats Woodsman Assoc		128.00	G	
91	114		14' Dump Box for Truck #4	2001	5,922.00	E	
92	115		Radio Shack Digital sound Meter	2001	59.99	E	
93	116		Snap-On Rethreader Set	2001	78.00	E	
94	117		1/6 share Salsco Wood Chipper	2001	3,199.00	E	
95	118		Norco 22 ton Air Floor Jack	2001	650.00	E	
96	119		14 pc Angle wrench set	2001	90.00	E	
97	120		Dewalt DW474 7" Grinder	2002	149.00	E	
98	121		Stihl D26 Pro Chain Saw - parts	2002	456.81	E	
99	122		Drill bit Sharpener	2002	165.98	E	
100	123		American Forge 22 ton floor jack	2002	499.00	E	
101	124		Homelight MP38 Multi Purpose Saw	2002	652.73	E	
102	128		10 Ton Porta-Power Kit	2003	299.99	E	
103	129		24' Fiberglass Extension Ladder	2004	253.94	E	
104	130		JIT-IRT Jamar Road Counter	2004	440.00	E	
105			Snyder 3400 gal. Skid mtd.water tank	2004	5,900.00	G	
106			1/2" Drive Torque wrench	2005	115.99	E	
107			3/4" Drive Torque wrench	2005	399.00	E	
108			Honda WB 30X 3" water pump	2005	495.00	G	
109		14	Rubber sign Bases	2005	200.00	G	
110		12	Men Working signs	2005	100.00	G	
111		2	Stihl AT101 Pole Saw	2005	599.95	E	
112			IBM ThinkPad Laptop model R-52	2006	1,590.93	N	
113		25	Plastic Safety Barrels	2005	973.00	G	
114			Irgersoll Rand 1/2" Drill	2006	222.25	E	
115	18B		JD 6320 Tractor w/boom mower & rear flail mower	2006	72,103.95	E	
116			Hi-Lift Handyman Jack	2007	54.98	N	
117			Honda WB 30X 3" water pump	2008	544.00	N	
118			14' Dump Box #12	2008	9,875.00	N	
119			13'6 Dump Box - #6	2009	2,500.00	U	
120			Case 721 E Payloader w/ sweeper & Fork	2008	158,035.00	N	
121	19		Doosan Rubber Tire Excavator DX190W	2008	140,000.00	N	



	A	B	C	D	E	F	G
122	29		Bomag Roller	2006	63,000.00	U	
123			Miller Matic 251	2008	975.00	N	
124			Lineoln 12v Grease Gun	2008	195.00	N	
125			Stihl 290 16" Chain Saw	2008	360.00	N	
126		11	Sets Chainsaw Chaps		528.00	N	
127		2	Motorola CDM 750 Radios	2009	586.00	N	
128	27		John Deere Grader 1994		17,500.00	U	
129			Stihl 290 20" Chain Saw	2007	350.00	N	
130	P3		Ford 250 w/plw	2010		N	
131			Airflow Sander 8'	2005	1,500.00	U	600.00
132			20 ton Hyr. Boltjack	2009	75.00	N	75.00
133			14" Milwaukee chopsaw	2009	150.00	N	
134			Kaufman 35ton Lowboy	2012	35,255.00	N	
135	25		938K Payloader	2012	139,012.00	N	
136			Guardian Eyewash Center	2012	640.00	N	
137	11		Kenworth Dump w/plow	2012	167,383.00	N	
138	9		Workstar 7600 Inter Dump Truck w/plw & wing	2015	203,478.40	N	
139	P2		F250 Crew Cab 4x4 Pickup	2015	30,650.54	N	
140			1965 Cat D7F Bulldozer	2010	3,500.00	G	
141	14		JD 5095 Mowing Tractor w/side flail	2011		G	
142			Northern Industries Plate Tamp	2014	1,200.00	N	
143			14.4 volt Alemite Grease Gun	2013	270.00	G	
144			Harris Torch Kit	2014	259.00	N	
145			DSR Pro Series Battery Charger	2013	450.00	G	
146			1/2" drive Air Cat Impact Wrench	2013	220.00	G	
147			16 Gallon Shop Vac	2014	159.00	N	
148	32		D7 Dozer #32	1971	2,500.00	G	
149	30		D7 Dozer #30	1973	2,200.00	G	
150	10		International 7400 SFA 4x4	2016	143,321.02	N	
151			Loader Bucket 4.25 yrd	2015	7,400.00	N	
152			Honda Water Pump	2015	578.00	N	
153	P1		2016 Ford F250 Crew Cab 4x4 w/plow	2016	37,001.00	N	
154			Honda water pump	2016	600.00	N	
155	26		CX160 Case Excavator - Shared w/Cty Highway	2002	86,160.00	U	
156	P5		2016 Ford F550 Crew Cab 4x4 1 ton dump w/plow	2016	72,405.06	N	
157			List of radios - County owned				
158	13		International 5500 Paystar dump w/plow& wing	2008	187,192.22	G	
159	5		Workstar 7600 Inter Dump w/plw & wing	2018	210,832.40	N	
160			Werk-Brau Hyd Tilt ditching bucket	2018	6,759.00	N	
161	P6		Ford F-350 Crew Cab 4x4 w/Western 8' plow pro p	2018	39,457.42	N	
162			1610 gal poly water tank	2018	4,607.97	N	
163			North East Elect Hot Water Pressure Washer	2019	2,149.99	N	
164			John Deere 670-G Motor Grader	2019	227,271.00	N	
165			8' Striker Stainless Steel Sander	2019	5,038.00	N	
166			7' x 12' Carryon Trailer	2017	1,656.07	N	500.00
167			Ferris IS-7002, 52" Zero Turn	2017	5,694.00	N	800.00
168	8		Inter HV 513 6x4 plow/wing dump	2021	224,631.14	N	
169	P3		Ford F350 XL Crew 4x4 w/plow	2020	43,315.70	N	
170			Western tornado 1.5 cuyd sander	2021	5,159.20	N	
171			Diamond DSF075-A 75" side mount flail mower	2020	15,692.00	N	
172							
173			<b>TOTAL</b>		<b>\$3,123,028.88</b>		<b>\$34,010.00</b>

# INVENTORY ADDITIONS

TOWN OF

Acctor

DATE

12-20-21

DESCRIPTION	YEAR	PURCHASE		REPAIR ESTIMATE
		PRICE	COND'T	
#2 inter. 5600 PayStar Dmp/Plow/ins	2003		Totaled/ins	Totaled insurance
#8 inter PayStar	1990		Surplus	Sold
#17 Champion 726A-VHP Grader	2000		Surplus	Sold
#21 Cat Grader 120-B	1979		Surplus	Sold
P-4 Ford F-250 4wd/Ext Cab/Plow	2006		Surplus	Sold
#4 Freightliner Tractor 6x6	2009		Surplus	Sold
#2 1991 Galion Secu Stee dmp Bsp	2015		Totaled/ins	insurance
7x12 Canyon Trailer	2017	11,556.97	New	\$500.00
Ferris IS-7002, 53" Zero Turn	2017	5,699.00	New	\$800.00
#8 inter HV 513 6x4 Plow/wing Dmp	2021	224,631.14	New	
P-3 Ford F-350 XL Crew 4x4 Plow	2020	43,315.70	New	
Westec Tornado 1.5 Cyne Sander	2021	5,159.20	New	
Diamond DSF075-A75 Side Mount Plow	new 2020	15,692.00	New	

Surplus/sold Take off inventory

new additions

Add on the inventory

**INVENTORY OF HIGHWAY MACHINERY, TOOLS AND EQUIPMENT  
HIGHWAY LAW, SECTION 142 (3)**

To be prepared by the Town Superintendent and filed with the Town Board on or before September 15 in each year.

TOWN OF Hector  
COUNTY OF SCHUYLER  
DATE OF INVENTORY: 12-20-21

I recommend the purchase of the following:

1	Replacement Dump box #3 Truck
2	New Ten Wheel Dmp Truck Plow/wing
3	New Replacement Dmp Truck Plow/wing #2
4	
5	
6	
7	
8	
9	
10	

Signed:   
Town Highway Superintendent



## ***Hector Town Board Meeting***

Date: February 8, 2022 - Report: February 3, 2022

Water testing - Currently all sample draws are up to date

National Rural Water Association PFAS testing cost recovery

### **2021 Yearly Water Totals**

Monthly DOH & DEC Reports - all reports completed and sent to the appropriate agency

NYS DEC 2021 Water Withdrawal Report – completed and sent to DEC by nForm portal

Water service turn off's -1 4627 NYS RT 414

Water meter reading system – system is in good working order, 100% reporting in a 1 day window

Service Trucks – installed snow deflector on snow plow

Water Treatment Plant – Foxcroft chlorine analyzer maintenance installed new negative cell

In house organization – installed storage shelving in WTP & meter cabinet

Small Engine annual maintenance

Mud pump maintenance – waiting on parts

Labeling all safety cones

Backup Generators - monthly checks were completed for February. All gensets are in good working order

Water District Extension Request - Tax ID # 33.00-5-24 Peter Swartz, MRB Group will 1. Prepare the Boundary Map update and description. 2. Prepare the State Environmental Quality Review (SEQR) and letter. All costs will be paid by property owner. - Stephen Maybee, P.E. will be preparing the Preliminary Engineering Report for the District extension and the water service sizing.

New well hookup – Fagan Engineers – no updates

### **South Burdett Water Extension**

Training - RCAP Solutions Basic Math for Operators by Zoom

***Hobie Stapleton***

***Water District Superintendent***

# Williamson Law Book Company

790 Canning Parkway Victor, New York 14564

December 15, 2021

Town of Hector  
Accounts Payable  
5097 NYS Route 227  
Burdett, NY 14818

## ANNUAL SOFTWARE SUPPORT CONTRACT

Enclosed is an invoice renewing your Software Support coverage for the following program(s)

### Water/Sewer Billing with QuickPay Software (1/1/22 through 12/31/22)

This agreement is between Williamson Law Book Company (WLB) and the Town of Hector (customer) and will provide annual software support and maintenance as described herein.

Williamson Law Book Company agrees to provide the customer with:

- Support to assist with the above-named software program(s). Support will be provided by internet, phone or fax during normal business hours.
- Notice of all program enhancements and their benefits.
- All state mandated changes at no extra charge.

The customer agrees to:

- Maintain hardware in proper working condition.
- Make continued efforts to work with and properly use WLB software.
- Train new personnel in the event of employee turnover. (Additional training may be purchased from WLB)

Charges for this Software Support shall be \$1,531.00 as specified on the enclosed invoice.

**\*\*\*Please sign and return one copy of this contract with your payment\*\*\***

Thank you,



Williamson Law Book Company

Accepted for the Town of Hector

By: \_\_\_\_\_ Title: Supervisor Date: 2/8/2022



January 2022

Town of Hector

Code Enforcement Monthly Report

Building Permits Issued:	6
Building Permits Completed:	17

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**Project Summary**

Miscellaneous	1
Roof Replacement	2
Single family Home	3

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Issued Building Permits Construction Value:	\$1,399,630
Completed Permits Construction Value:	\$243,086
Collected Fees:	\$ 1766

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Submitted by:

Jason Santobianco 2/08/2022



RECEIVED FEB 03 2022

**CERTIFIED MAIL**

January 28, 2022

Town of Hector  
Jane Ike  
Hector Town Hall  
5097 NYS Route 227  
Burdett, NY 14818

RE: Damiani Wine Cellars - Shared Wine Facility Capital Project, Public Notice

Dear Jane Ike:

I am hereby transmitting, for filing in your office, the General Project Plan of the New York State Urban Development Corporation ("UDC"), doing business as Empire State Development (the "Corporation"), together with the findings required pursuant to Sections 16-m and 10(g) of the UDC Act, for the : Damiani Wine Cellars - Shared Wine Facility Capital Project in Schuyler County. This material is being filed pursuant to Section 16(2) of the UDC Act.

In accordance with Section 16(2) of the Act and recent Legislation (S.50001/A.40001, amending subpart A of part BB of chapter 56 of the laws of 2021), a virtual public hearing to consider the Plan(s), open to all persons, will be held remotely by the Corporation on Tuesday, February 15, 2022, from 2 p.m. to 4 p.m. utilizing the Zoom video communications and teleconferencing platform. Detailed instructions for participation in the virtual hearing can be viewed at <https://esd.ny.gov/esd-media-center/public-notice>. Additionally, the public is given an opportunity to comment on the Project(s) by submitting comments electronically to [Landgprojectcomments@esd.ny.gov](mailto:Landgprojectcomments@esd.ny.gov) Subject: Comment – Damiani Wine Cellars - Shared Wine Facility Capital by 5:30 p.m. on Tuesday, February 15, 2022.

ESD is a corporate governmental agency and public benefit corporation of the State of New York created by the New York Urban Development Corporation Act of 1968 as amended. Therefore, pursuant to CPLR Section 8017, ESD is exempt from any fee which may be imposed in connection with your receipt of these materials.

Sincerely,  
Janet Maxian  
Executive Assistant

Empire State Development  
Southern Tier Regional Office  
State Office Building, 44 Hawley Street, Suite 1508, Binghamton, NY 13901  
(607) 721-8605 | (607) 721-8613 (F) | [www.esd.ny.gov](http://www.esd.ny.gov)  
Elmira Savings Bank, 333 East Water Street, 4th Floor, Elmira, NY 14901  
(607) 734-8130 | (607) 733-4656 (F) | [www.esd.ny.gov](http://www.esd.ny.gov)



## Smith Park Manager's Report

February 8, 2022

1. As Smith Park remains closed I have been continuing to work from Town Hall.
2. Jason Bond and I will begin with preseason maintenance at the park as weather permits.
3. I have spoken to Will Jennings in regards to our annual tree servicing. We are scheduled to do a walk-through at Smith Park for Saturday February 26<sup>th</sup>. The focus will be on dead, dying, and diseased trees.
4. The new Smith Park website update is going well. The next step for the website is to incorporate a new Smith Park logo. This logo can be used across social media profiles, brochures, signage, and staff uniforms. The logo will be created by Matthew Lowe from Check One Two who is currently building the new website. The cost of this new logo is \$1,000. I am asking for board approval for this next step and to pay Matthew Lowe at Check One Two for logo design/creation.

Respectfully,

Kevin Kessler

**Jane Ike**

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**From:** Alan McIlroy <AMcIlroy@Co.Schuyler.NY.US>  
**Sent:** Monday, February 7, 2022 11:29 AM  
**To:** Jane Ike; Alvin White  
**Cc:** Kelly Anderson  
**Subject:** Tuesday's Board Meeting

Good Morning,

As part of the requirement to receive state aid per the town's revaluation project for this year, there is a public relations portion that must be satisfied. To complete this requirement, I would like to get on the agenda for tomorrow night's board meeting to give an update on our project. We are nearing completion and would simply like to update the board. If you have any questions or concerns, please let me know. Thank you.

*Alan*

Alan McIlroy  
Assessor  
Hector, Catharine, and Montour

Schuyler County Real Property Tax  
105 9th Street, Unit 14  
Watkins Glen, NY 14891  
(607) 535-8118



STATE OF NEW YORK  
Office of Real Property Tax Services - Educational Services  
November 4, 2021

SWIS Code

442600

BOARD OF ASSESSMENT REVIEW MEMBER LISTING

Clerk's Name: \_\_\_\_\_

Daytime Phone ( ) \_\_\_\_\_

Town of Hector / Schuyler County

Please use the area on the right to update/correct or add any information pertinent to the current BAR members listed.

Current term ended: 09/30/2021		Reappointed? <input type="checkbox"/> YES <input type="checkbox"/> NO	Term: 10/01/2021 - 09/30/26
Initial Date: 10/01/1989	Mr. Kenneth C. Burr	Name: _____	
Term Begins: 10/01/2016	5959 Burr Rd.	Address: _____	
Term Ends: 09/30/2021		Town/Zip: _____	
Last Training: 05/16/2017	Trumansburg, NY 14886	Day Phone: _____	Appointment Date: _____
	Day Phone: (607) 387-9004		
Initial Date: 02/11/2014	Ms. Karen W. Allen	Name: _____	
Term Begins: 10/01/2018	6069 Maple Avenue	Address: _____	
Term Ends: 09/30/2023	Box 98	Town/Zip: _____	
Last Training: 05/15/2019	Mecklenburg, NY 14863	Day Phone: _____	Appointment Date: _____
	Day Phone: (607) 387-3391		
Initial Date: _____	Mr. Jon Beckhorn	Name: _____	
Term Begins: 10/01/2020	3630 County Rd 1	Address: _____	
Term Ends: 09/30/2025		Town/Zip: _____	
Last Training: 05/19/2021	Hector, NY 14841	Day Phone: _____	Appointment Date: _____
	Day Phone: _____		

# Williamson Law Book Company

790 Canning Parkway Victor, New York 14564

December 15, 2021

Town of Hector  
Accounts Payable  
5097 NYS Route 227  
Burdett, NY 14818

## ANNUAL SOFTWARE SUPPORT CONTRACT

Enclosed is an invoice renewing your Software Support coverage for the following program(s)

### Town Clerk Plus with Dog QuickPay & Tax Collection with TaxGlance Software (1/1/22 through 12/31/22)

This agreement is between Williamson Law Book Company (WLB) and the Town of Hector (customer) and will provide annual software support and maintenance as described herein.

Williamson Law Book Company agrees to provide the customer with:

- Support to assist with the above-named software program(s). Support will be provided by internet, phone or fax during normal business hours.
- Notice of all program enhancements and their benefits.
- All state mandated changes at no extra charge.

The customer agrees to:

- Maintain hardware in proper working condition.
- Make continued efforts to work with and properly use WLB software.
- Train new personnel in the event of employee turnover. (Additional training may be purchased from WLB)

Charges for this Software Support shall be \$1,437.00 as specified on the enclosed invoice.

**\*\*\*Please sign and return one copy of this contract with your payment\*\*\***

Thank you,



Williamson Law Book Company

Accepted for the Town of Hector

By: \_\_\_\_\_ Title: Supervisor Date: 1/11/2022



To whom it may concern,

2-01-22

My name is Melodie Hammond & I live at 6259 Rte. 79 in Mecklenburg. I have lived here since 1987. When I first purchased my property from Phil & Nanetzin White, there was a billboard sign on my property that said "Welcome to Mecklenburg, home of Whites nursery". It is still here today, but is falling apart.

I have been told it has been in place for many years, even before I bought the property it is on.

I would like to redo it & have it say "Welcome to Mecklenburg, home of Famn Damily Farm."

I am the owner & founder of Famn Damily Farm, (raising & breeding purebred AKC Golden Retrievers.) & have been in business, here at my home in Mecklenburg, for 21 years & am state licensed & just became a member of the BBB. You are welcome to visit my website @ Famn Damily Farm.com

I do not have a shop, per say, with regular hours. My customers are by app't. only, so you have never seen increased traffic, nor will you ever see that here at my home.

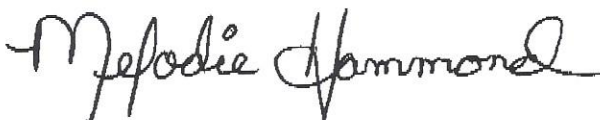
Many of my customers come from out of town & stay 1-3 nights at our local B&B's & frequent our local shops, restaurants, wineries, trails & water falls, for a mini vacation when they come to pick up their puppy. They all mention what a beautiful area the Finger Lakes is. And I agree. We all are so fortunate to live here. (although that is a little hard to say right now with this cold! LOL)

Please let me know if this is acceptable, so I can proceed with getting price quotes to have this piece of Mecklenburg history redone.

I may be reached at (607)387-5012 for any questions or comments.

I await your response.

Thank-you,



Melodie Hammond

P.O. Box 33

Mecklenburg, N.Y. 14863

SUMMARY FOR THE MONTH OF December 2021

HECTOR WATER DISTRICT NO. 1  
SUMMARY OF BILLINGS AND RECEIPTS

SW2140 METERED WATER CUSTOMERS

SW2140R REPAIR RESERVE FUND

SW2144A CONNECTION CHARGES #10467  
(NEW CONNECTIONS)

SW2144B SVCE CHARGES/MISC. CHARGES

SW2148 CURRENT PENALTIES

SW350 TOTAL BILLING

(1,472.93)  
(228.84)  
1400.00  
85.33  
1,069.68  
115.73  
968.97

(1204.03)  
(292.70)  
23.80  
(181.51)  
(47.33)

W 1076.94 (7.26)  
RF 116.95 (1.22)

SUBMITTED BY \_\_\_\_\_

NET ARREARS 18,816.94

REPAIR RESERVE 2,156.06

RE-LEVY 21,520.50 (17,884.85 W; 1,679.22 RF; 1,956.43 Penalty)

TOTAL ARREARS 42,493.50

ACTUAL RECEIPTS

RE-LEVY \_\_\_\_\_

SW2140 METERED WATER CUSTOMERS

SW2140R REPAIR RESERVE FUND

SW2144A CONNECTION CHARGES  
(NEW CONNECTIONS)

SW2144B SVCE CHRGS/MISC. CHRGS

MONTHLY BALANCING

BEG MONTH BAL 84,830.77

TOTAL BILLINGS + 968.97

TOTAL RECEIPTS - 43,306.24

END MONTH BAL 42,493.50

SW350 TOTAL WATER RECEIPTS

SW2148 INTEREST AND PENALTIES

SW2189 SUPERVISOR'S FEES/RET. CK

GRANDTOTAL WATER RECEIPTS  
& PENALTIES PAID TO SUPERVISOR

43,306.24

SUBMITTED BY Jane M. Mcke, Collection Clerk

# TOWN CLERK'S MONTHLY REPORT

JANUARY, 2022

TOWN OF HECTOR, NEW YORK

TO THE SUPERVISOR:

PAGE 1

Pursuant to Section 27, Subd 1 of the Town Law, I hereby make the following statement of all fees and moneys received by me in connection with my office during the month stated above, excepting only such fees and moneys the application and payment of which are otherwise provided for by Law:

A1255	<u>2</u>	DECALS	<u>1.49</u>	
TOTAL TOWN CLERK FEES				1.49
A2544	<u>62</u>	DOG LICENSES	<u>190.20</u>	
TOTAL A2544				190.20
B1603	<u>3</u>	CERTIFIED MARRIAGE COPY	<u>30.00</u>	
	<u>25</u>	CERTIFIED BIRTH/DEATH	<u>250.00</u>	
TOTAL B1603				280.00
B2555	<u>8</u>	BUILDING PERMITS	<u>1,766.00</u>	
TOTAL B2555				1,766.00



# TOWN CLERK'S MONTHLY REPORT

JANUARY, 2022

page 2

## DISBURSEMENTS

PAID TO SUPERVISOR FOR GENERAL FUND	191.69
PAID TO SUPERVISOR FOR PART TOWN FUND	2,046.00
PAID TO NYS DEC FOR DECALS	25.51
PAID 70% TO COUNTY HUMANE SOCIETY FOR DOG LICENSES	436.80
PAID TO NYS ANIMAL POPULATION CONTROL FUND	80.00
<b>TOTAL DISBURSEMENTS</b>	<b>2,780.00</b>

FEBRUARY 3, 2022

\_\_\_\_\_, SUPERVISOR  
ALVIN J. WHITE

## STATE OF NEW YORK, COUNTY OF SCHUYLER, TOWN OF HECTOR

I, JANE M. V. IKE, being duly sworn, says that I am the Clerk of the TOWN OF HECTOR that the foregoing is a full and true statement of all Fees and moneys received by me during the month above stated, excepting only such Fees the application and payment of which are otherwise provided for by law.

  
\_\_\_\_\_  
Town Clerk

NEW YORK STATE DEPARTMENT OF TRANSPORTATION  
APPLICATION FOR SPECIAL USE PERMIT

**Special Use Event:**

Seneca7 Relay  
Name of Event  
4/24/2022  
Date(s) of Event  
7a - 8pm  
Time(s)  
1800  
# of Participants

**Type of Special Use Event:**

1. ☒ Multi-County Speed Contest on Public Highways:
2. ☐ Single-County Speed Contest on State Highways or NYSDOT Property:

Location (specify highways by route number and/or street name):	Municipalities	
	County	City/town/village
Rte. 14S Geneva → Watkins Glen	Ontario Co.	City of Geneva
	Schuyler Co.	Village of Dresden
Rte 414 N Watkins Glen → Ovid	Seneca Co.	Village of Watkins Glen
	Yates Co.	Town of Benton
		Town of Dix
		Town of Fayette
		Town of Geneva
		Town of Hector
		Town of Lodi
		Town of Milo
		Town of Reading
		Town of Romulus
		Town of Starkey
		Town of Varick
		Town of Waterloo

**Applicant Information:**

Seneca7  
Applicant (Individual, city/town/village, organization)  
PO Box 1166  
Mailing Address  
Geneva, NY 14456  
City, State, Zip Code  
USATF  
Officiating Organization

Jackie Augustine  
Authorized Representative (if different from Applicant)  
315-398-4590  
Telephone (including area code)  
same  
Cell Phone (including area code)  
jackie@seneca7.com  
Email Address  
Seneca7.com  
Website (if applicable)

## Page 4 of 11



## OPERATION AND SAFETY PLAN CHECKLIST

Please supply the following information or note as "Not Applicable."

(For a single-county event, the Event Map must show the entire course but all other checklist elements only apply to the portions of the event occurring on State highways. For a multi-county event, provide information for the entire event.)



### Event Map

per email

- show start and finish lines
- show direction of event travel
- show all intersections, railroad crossings, and jurisdictional boundaries
- show all facilities being used by the event (roads, parks, schools, parking lots, etc.)



### Description of Event

- identify event starting and ending times and locations
- provide race course description listing each road, park, trail, etc. *in the order which an event participant will encounter them*
- describe sequence of event activities, including setup and cleanup
- describe any road/lane/shoulder/sidewalk closings and times and method of closure (e.g., signs, cones, barricades)
- describe all event activities where participants will violate the normal "rules of the road" and all locations where traffic will be required to stop where no stop is normally required.



### Locations requiring traffic control for event

- list intersections where the existing type of traffic control (e.g., signal, stop, yield, no control) will be changed during the event and describe how normal traffic will be directed (e.g., police officer).
- provide sketches of all locations requiring additional traffic control during event,
- show types and locations of all traffic control devices (e.g., traffic signals, signs, cones, striping, barricades) both existing and proposed
- show types and locations of all event personnel (e.g., police officers, volunteers)
- show path of event participants



### Detours

Not Applicable ☒

- provide map of detour, show detour sign/police locations and any existing signs to be covered
- provide drawing of detour sign(s) showing text
- provide sign dimensions, color, size of text, type of sign material, and posting method



### List of Railroad Grade Crossings

Not Applicable ☐

- indicate whether grade crossing is active or inactive
- list existing traffic control at all active grade crossings (e.g., crossbucks, lights, gates, YIELD sign, STOP sign)
- list traffic control for event at all active grade crossings (e.g., police, RR flagger)
- indicate whether railroad has been contacted



### Pre-Event Public Notification

- list locations for signs or show on a map
- provide drawing of signs showing text
- provide sign dimensions, color, size of text, type of sign material, and posting method
- list locations or show on a map all Changeable Message Signs, provide pre-event text
- specify what day signs will be placed and when they will be removed
- describe any other type of notification (e.g., mailings, brochure, press release) being provided to the public, as well as to residents and/or businesses along the route of the event

## OPERATION AND SAFETY PLAN CHECKLIST

☐ **Banners** *Not Applicable* ☒

- Indicate if there will be any banners (roadside or overhead), type, and locations.



### **Coordination**

- describe any coordination with state/local police
- describe any coordination with state/local highway agencies
- describe any coordination with municipalities
- describe any coordination with other entities (e.g. railroads, park agencies, private property owners whose property will be used for the event)



### **Event Day Communications**

- describe communications system used by event personnel, marshals, volunteers, police, emergency personnel



### **Emergency Services**

- describe how emergency services will be provided during the event for event participants and spectators
- describe how emergency vehicles will be able to use/cross the event course if necessary for non-event related circumstances



### **Spectator Control**

- indicate whether any special measures are being taken to control spectators (e.g., fencing, highway crossings)



### **Pavement Markings** *Not Applicable* ☐

- provide a sketch of each location where temporary pavement markings will be placed
- describe material being used, and how and when it will be placed and removed.



### **Event Day Signing – for highway users**

- list locations for signs or show on a map, note any existing signs to be covered
- provide drawing of sign(s) showing text
- provide sign dimensions, color, size of text, type of sign material, and posting method
- list locations or show on a map all Changeable Message Signs, provide text



### **Event Day Signing – for event participants**

- list locations for signs or show on a map
- note types of signs being used (e.g., advance turn, mile markers, feed zones/water stations)
- provide drawing of signs showing text
- provide sign dimensions, color, size of text, type of sign material, and posting method



### **Event Support Vehicles**

- describe the movements of any vehicles used in the event (e.g., lead & trail, sweep, sag)
- describe how each vehicle will convey its message (e.g., flashers, headlights, beacons, signs), as appropriate.