

Village of Union Springs
June 16, 2026
Board Meeting Minutes

Begin 6:02 p.m.
With pledge to the flag

In attendance: Mayor Robert Thurston, Trustee Bill Boyd, Trustee Brian Cornell, and Trustee Jeremy Smith

Also in attendance: DPW Supervisor Joe Smith, Clerk Christine Van Horn, and Attorney Chad Hayden

Absent: Deputy Mayor Donna O'Hara, Water Operator Kevin Thurston, Treasurer Jennifer Schneck, and Code Enforcement Mark Perry

From the Public: No one present

Village Clerk: Clerk Christine Van Horn

*Review and approve minutes of the May 19, 2026, meeting.

Motion to approve minutes made by Trustee Jeremy Smith, seconded by Trustee Brian Cornell, All ayes.

*Please see attached list of water/sewer relevies

*Clerk is in the process of working with Civil Service for a Parking attendant for the boat launch

*The clerk will be going to Groton on 6/23 for Municipal Capital Project training for the day, and the office will be closed

*Motion to open public hearing for Local Law #1 of 2026 to add a heating and cooling fee to the Village of Union Springs Permit fee schedule by Trustee Bill Boyd, seconded by Trustee Jeremy Smith. All ayes

*Motion to close public hearing by Trustee Bill Boyd, seconded by Trustee Jeremy Smith, All ayes

*Motion to approve Local law #1 by Trustee Brian Cornell, seconded by Trustee Jeremy Smith, All ayes to add Furnace and central air systems to the Permit fee schedule for \$60. Also, add a short-term rental fee of \$25 yearly.

Proposed Permit Fee Schedule

Village of Union Springs Permit Fee Schedule

Mark Perry
Code Enforcement Officer
26 Chapel Street
Union Springs, NY 13160
Phone : (315) 406-2151 Fax : (315)-889-7342
Email: Codes@UnionSpringsNY.gov

Type of Permit Needed	Payment	Minimum
New Construction of a Single-Family Home	Flat fee	\$300.00
New Construction of a Two-Family Dwelling or Multi-Use Building	Flat fee	\$350.00
Addition or Alteration to a Single-Family Home	Flat fee	\$100.00
Addition or Alteration to a Two-Family Dwelling or Mult-Use/Commercial Building	Flat fee	\$180.00
Erection, Construction, or Alteration of a Commercial Building	Flat fee	\$275.00

Mobile Home or Manufactured Home	In a Park	Flat fee	\$200.00
On a Lot		Flat fee	\$250.00
Shed		Flat fee	\$60.00
Deck/Porch		Flat fee	\$70.00
Detached Garage or Pole Barn		Flat fee	\$160.00
Temporary Pool – (Required anytime the pool is replaced)		Flat fee	\$50.00
Above Ground or Inground Pool (including fence where required)		Flat fee	\$160.00
Flood Plain Permit		Flat fee	\$160.00
Demolition of an Existing Building		Flat fee	\$150.00
Sign Permit		Flat fee	\$60.00
ZBA and Planning Board Meeting Application		Plus, Engineering Cost	\$150.00
Furnace and Central Air Systems		Flat fee	\$60.00
Site Plan Review and Subdivisions (includes 3 meetings and public notice)		Flat fee	\$300.00
Fire and Property Maintenance Inspections		Flat fee	\$60.00
Roofs, Windows, Fences, and Retaining Walls		Flat fee	\$90.00
Renewable Energy (Residential)		Flat fee	\$90.00
Renewable Energy (Commercial)		Flat fee	\$350.00
Wireless Telecommunications Facility	New Tower	Application Fee	\$3000.00
Escrow Amount		\$5,500.00	
Co-Location of Existing Tower		Application Fee	\$850.00
Escrow Amount		\$2,500.00	

Treasurer's Report: Jennifer Schenck (absent)

May financials, May boat launch revenue,

Motion to approve bills, Trustee Bill Boyd, 2nd by Trustee Jeremy Smith, all ayes

Motion to approve budget modifications. None this month.

Audit of the Bills Abstract #1: Emailed to members.

Audit of Bills: Abstract #1

General Fund: Vouchers 1-53 \$20,509.98

Water Fund: Vouchers 2-44 \$8,748.14

Sewer Fund: Vouchers 2-52 \$50,516.66

WWTP Project: Voucher 4 \$45,003.40

TA Payroll Fund Voucher 22 \$286.22

Dept. of Public Works: Joe Smith

- The Center Street tower pit was rebuilt by Ross Valve, and it is working great now.
- Still waiting on street signs.
- Tree in the creek on Jacobs' property, the Mayor and DPW Supervisor will take a hike to check on. The attorney will research and have an agreement for the homeowner to sign. Motion by Trustee Bill Boyd, seconded by Trustee Jeremy Smith, all ayes for the DPW measures after consultation with the attorney for the property adjacent to Ridgeway.
- On band nights, multiple vendors left three plus bags of trash. Trustee Jeremy Smith sent them a reminder that they should be taking their own trash from events.
- Working on purchasing a ball field net. The grass has been fixed. Bathroom windows in the bathhouse are going in soon. Replaced ten feet of sewer line that was clogged.

Water Department: Kevin Thurston (absent)

- Air stripper, we got an emergency quote. Seals are on order, and it will take about 10 hours to repair.

Code Enforcement Officer Report: Mark Perry

- Code Enforcement Monthly Report emailed to board members
- 11 Hillview is asking about being re-zoned for a two-family home.
- Notice of Violations: Some do not comply in the thirty days. They would receive a ticket and a court date, and if it goes forward, a portion of the fine would come back to the village. What if they don't pay? Attorney Hayden is looking into this. Many are negotiated at court. Attorney Hayden will contact the Code Officer to share.

Mayor's Report: Robert Thurston, Jr.

- WWTP Improvement project update



June 12, 2026

Hon. Robert Thurston, Jr., Mayor and Village Board
Village of Union Springs 26 Chapel Street
Union Springs, New York 13160

Re: Village of Union Springs Wastewater Treatment Plant Improvements Project Subj: Amendment No. 5
File: 141.005.004

Dear Mayor Thurston and Village Board:

Attached please find Amendment No. 5 to the engineering services Agreement for the Village of Union Springs Wastewater Treatment Plant Improvements Project. Amendment No. 5 includes the reissuance of the following Agreement Exhibits to reflect all previous and new services and fees to be authorized under our Agreement:

Exhibit K – Amendment to Owner-Engineer Agreement Exhibit C – Payment to Engineer

If this proposal satisfactorily sets forth your understanding of the arrangement between us, we would appreciate your signing and returning Exhibit K of the Amendment. We appreciate this opportunity to be of service to the Village of Union Springs and look forward to continuing working with you on this project.

If you have any questions regarding any item of this amendment, please feel free to contact our office.
Sincerely,

BARTON & LOGUIDICE, D.P.C.

A blue ink signature of Eric A. Pond, Senior Vice President.

Eric A. Pond, P.E.
Senior Vice President

ERR/

The Effective Date of this Amendment is: _____.

Background Data

Effective Date of Owner-Engineer Agreement: **January 24, 2019**

Owner: **Village of Union Springs**

Engineer: **Barton & Loguidice, D.P.C.**

Project: **Village of Union Springs Wastewater Treatment Plant Improvements Project**

Nature of Amendment: [Check those that are applicable and delete those that are inapplicable.]

☒ **Additional Services to be performed by Engineer**

☐ **Modifications to services of Engineer**

☐ **Modifications to responsibilities of Owner**

☒ **Modifications of payment to Engineer**

☐ **Modifications to time(s) for rendering services**

☐ **Modifications to other terms and conditions of the Agreement**

Description of Modifications:

The Village of Union Springs is eligible for a \$2 million NYSEFC SWIFT Grant pending the issuance

of a contractor Notice of Award for the WWTP Improvements Project before 10/1/26. In order to feasibly issue the Notice of Award on that schedule, B&L is breaking the project into multiple contracts, with Village authorization. Contract 1 shall cover the Solids Handling Building and related improvements while Contract 3 shall cover the remaining proposed improvements in the approved PER. Contract 2 covered the roof replacement.

This amendment authorizes the additional final design, bidding, and construction phase services associated with multiple bid packages. The cost increase covers B&L's subconsultant costs to complete the additional Architectural, Structural, Mechanical, Plumbing, and Electrical tasks associated with multiple bid packages. It also covers the structural assessment of the cracking aeration tanks, Solids Handling Building value engineering, updating the design to meet 2025 NYS Code, design of a new generator system (originally assumed to have sufficient capacity), and updating the Architectural, Structural, Mechanical, Plumbing, and Electrical design/bidding/construction phase services to 2026 billing rates.

Compensation shall be in accordance with Compensation Packet BC-1: Basic Services – Lump Sum,

of the Original Owner-Engineer Agreement.

Agreement Summary:

Original agreement amount: \$ 25,000.00

Net change for prior amendments: \$ 2,094,000.00

This amendment amount: \$ 73,025.00

Adjusted Agreement amount: \$2,192,025.00

Change in time for services (days or date, as applicable): __N/A__

The foregoing Agreement Summary is for reference only and does not alter the terms of the Agreement, including those set forth in Exhibit C.

Owner and Engineer hereby agree to modify the above-referenced Agreement as set forth in this Amendment. All provisions of the Agreement not modified by this or previous Amendments remain in effect.

Summary of Fees & Reimbursable Expenses Schedule Amendment No. 5

Description of Service Amend. 2 Amend. 3 Amend. 4 Amend. 5 Basis of Payment

1 Study and Report Phase Services (previously authorized)

a. Preliminary Engineering Report \$25,000 \$25,000 \$25,000 \$25,000 Lump Sum

b. Project Development \$8,500 \$8,500 \$8,500 \$8,500 Lump Sum

2 Basic Services:

a. Preliminary Design Phase \$435,000 \$435,000 \$435,000 \$435,000 Lump Sum

b. Final Design Phase \$480,000 \$480,000 \$485,000 \$538,475 Lump Sum

c. Bidding Phase \$30,000 \$30,000 \$34,000 \$36,300 Lump Sum

d. Construction Phase \$435,000 \$435,000 \$435,000 \$452,250 Hourly

e. Post-Construction Phase \$40,000 \$40,000 \$40,000 \$40,000 Hourly

3 Additional Services:

a. Subcontract Administration \$7,500 \$7,500 \$7,500 \$7,500 Hourly

b. Subcontracted Services \$52,000 \$52,000 \$52,000 \$52,000 Hourly

c. Materials Testing \$22,000 \$1,302.40 \$1,302.40 \$1,302.40 Hourly

d. Verification of Existing Conditions \$20,000 \$11,933.75 \$11,933.75 \$11,933.75 Hourly

e. Permits \$20,000 \$20,000 \$20,000 \$20,000 Hourly

f. Funding Assistance \$15,000 \$43,763.85 \$43,763.85 \$43,763.85 Hourly

g. Hazardous Pre-Demo Survey \$5,000 \$5,000 \$5,000 \$5,000 Hourly

h. Startup Assistance \$30,000 \$30,000 \$30,000 \$30,000 Hourly

i. Record Drawings \$25,000 \$25,000 \$25,000 \$25,000 Hourly

j. O&M Manuals \$20,000 \$20,000 \$20,000 \$20,000 Hourly

k. Operator Training \$30,000 \$30,000 \$30,000 \$30,000 Hourly

l. Reimbursable Expenses \$20,000 \$20,000 \$20,000 \$20,000 Hourly

m. Other Additional Services (A2.02 from Exhibit A) \$0.00 \$0.00 \$0.00 \$0.00 Hourly

4 Resident Project Representative: \$390,000 \$390,000 \$390,000 \$390,000 Hourly

TOTAL ESTIMATED CONTRACT AMOUNT \$2,110,000 \$2,110,000 \$2,119,000 \$2,192,025

Motion to accept and have the mayor sign by Trustee Brian Cornell, seconded by Trustee Bill Boyd, all ayes

- Insurance claim for WWTP update

Joe is reaching out to find out the next steps. Doesn't think it is going to be enough to cover the repair

- RFP meeting for DRI update
- Manholes working on bids
- Paving Company

Let us know when the project is. Look at the batting cage separately, get a quote. Preparation done by the DPW. Put in four inches of pavement.

- Mackenzie Childs update
Carol, Director of Event Coordination, will be letting us know ahead of time for all their events.
- Scoreboard is up and running, and everyone is loving it. Any remaining funds will be used for nets and other items.
- Motion by Trustee Bill Boyd, seconded by Trustee Brian Cornell, all ayes to pay \$3500.00 to reapply for the CDBG grant this year, with G & G municipal consulting writing the grant for us. The clerk will notify Erin from B & L Engineering that we want to move forward with this.
- Sidewalks
Notice to accept bids of approximately \$35,000 between the grocery store and Millpond. Bids by square foot, widening the sidewalk to take it to the curb with an expansion strip on the curb line. Mayor is writing up the proposal to be approved by text message and then the board will accept bids.
- Roof project update
Punch list and walk-through. Send the first payment, but hold off on the second one for now.
- Trustee Bill Boyd's tablet quotes
The clerk will let Extra Mile know to order the Chromebook for \$408.64.

Picture	Descripti on	Unit Price	QTY	Ext Price
	Lenovo			
	Chromebook		4	
	100e Gen 5 M89		0	
	83T60006US		8	
	11.6"		.	
	Chromebook -		6	
	HD - 60 Hz -		4	
	MediaTek - 4 GB			
	- 64 GB Flash			
	Memory -			
	English (US)			
	Keyboard - Luna			
	Gray - MediaTek			
	Kompanio 540			
	Chip - 1366 x			
	768 - ChromeOS			
	- ARM - In-plane			
	Switching (IPS)			
	Technology -			
	Front			
	Camera/Webcam			

Picture	Description	Unit Price	QTY	Ext Price
	- IEEE 802.11ax Wireless LAN Standard			
	HP ProBook			
	4 G1i 16"		1	
	Notebook -		,	
	WUXGA - 60 Hz		4	
	- Intel Core Ultra		9	
	7 255U - 16 GB -		3	
	512 GB SSD -		.	
	English		2	
	Keyboard - Pike		5	
	Silver - Intel Chip			
	- 1920 x 1200 -			
	Windows 11 Pro			
	- Intel - In-plane			
	Switching (IPS)			
	Technology -			
	Front			
	Camera/Webcam			
	- 13.25 Hours			
	Battery Run Time			
	- IEEE 802.11ax			
	Wireless LAN			
	Standard			
	Microsoft			
	Surface Pro 11		2	
	Copilot+ PC		,	
	Tablet - 13" - 16		1	
	GB - 512 GB		2	
	SSD - Windows		0	
	11 Pro - Black -		.	
	Core Ultra 5		0	
	236V 2.10 GHz -		5	
	600 Nit - 2880 x			
	1920 -			
	PixelSense			
	Display			
SubTotal:		\$408.64		
Shipping:		\$0.00		
Sales Tax:		\$0.00		
One Time Total:		\$408.64		

- Hire new Deputy Clerk Heather Edmunds, and the mayor will make an offer letter to her.

Trustee Report(s)

Bill Boyd:

Solar field, we are supposed to be getting bills from Abundant and not NYSEG. Sold to us, saying electric saving/discount. Have the treasurer look at accounts and check the NYSEG fees. After we do our research, check with Maureen Riester, she is our Municipal Representative at NYSEG.

Camp is starting next week at the Academy.

Brian Cornell:

- Update on cameras. See quote

Quote



Adirondack Cabling & Security

3 Rosell Dr.
Ballston Lake, NY 12019 United States
T: 518-452-0124
F: 518-452-0126

Prepared for Village of Union Springs
Brian Cornell
26 Chapel Street
Union Springs, NY 13160 United States
E: bcornell377@gmail.com

Frontenac Park Cameras South Pavilion

Quote #	20365
Date	06/02/2026
Expires	07/02/2026
Contact	Andrew Castrantas

Category	Item	Qty	Price	Total
Labor / Installation	Furnish & Install (2) Corner Mounted 3x8MP Multisensor Cameras on SW & NE Corners	1	\$16,403.06	\$16,403.06
Labor / Installation	<u>12MP Fisheye Camera Add/Alternative Optional</u> Selected	1	\$6,310.32	\$6,310.32
One-Time Subtotal			\$22,713.38	

North Pavilion

Category	Item	Qty	Price	Total
Labor / Installation	Furnish & Install (1) Corner Mounted 3x8MP Multisensor Camera on NE Corner / (1) 4K Bullet Camera on	1	\$13,903.75	\$13,903.75
Labor / Installation	<u>12MP Fisheye Camera Add/Alternative Optional</u> Selected	1	\$6,310.32	\$6,310.32
One-Time Subtotal			\$20,214.07	

Bath House

Category	Item	Qty	Price	Total
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Labor / Installation

Furnish & Install (2) Corner Mounted 3x8MP Multisensor Cameras on SW & NE Corners

1 \$22,953.08 **\$22,953.08**

One-Time Subtotal \$22,953.08

PTP Bridges

Category	Item	Qty	Price	Total
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Labor / Installation

Furnish & Install (3) PTP Bridges - Bathrooms to South Pavilion / Ballpark Pole to North Pavilion &

1 \$28,579.08 **\$28,579.08**

One-Time Subtotal \$28,579.08

Quote

Summary

Please contact us if you have any questions.

Total One-Time \$94,459.61 USD

Cost Breakdown

Category

One-Time Fees

Product / NYS Security Contract

\$51,169.65

Labor / NYS Security Contract

\$43,289.96

Total

\$94,459.61 USD

Quote Attachments

[Union Springs - Frontenac Park Camera Design - 6.2.26.pdf](#) (2.97 MB)

Scope of Work

Furnish & Install (6) New Avigilon Unity Cameras with Alternative to Add (2) Additional 12MP Fisheye Cameras as well as (3) PTP Bridges @ Frontenac Park

1. All pricing per NYS OGS Contract #PT68748

- Furnish & Install New Avigilon Cameras
 - South Pavilion
 - Furnish & Install (2) 3x8MP Corner Mounted Multisensor Cameras on NE & SW Corners of Pavilion
 - ALTERNATIVE - Add (1) 12MP Fisheye Camera in center of pavilion - will require conduit
 - North Pavilion
 - Furnish & Install (1) 3x8MP Corner Mounted Multisensor Camera on NE Corner of Pavilion
 - Furnish & Install (1) 4K Bullet Camera on SW Corner of Pavilion
 - ALTERNATIVE - Add (1) 12MP Fisheye Camera in center of pavilion - will require conduit

15. Bath House

- Furnish & Install (2) 3x8MP Corner Mounted Multisensor Cameras on NE & SW Corners of Pavilion - will require conduit
- Bucket Truck Required for Installation
- * Furnish & Install (3) PTP Bridges in support of cameras to be deployed @ Pavilions & Bath House
 - * PTP Bridges will include new NEMA Enclosure with hardened switch / power supply / POE Injectors / Cellular modem & antenna
 - * Bucket Truck Required for Installation

Out of Scope

- & Painting / Patching
- & Lift Rentals

Note: Adirondack Cabling and Security is a sole proprietor. Possible grant from the Sheriff's department, Trustee Brian Cornell, is going through the process of emailing them to find out more about this. It could also be part of the DRI grant project.

Donna O'Hara: (absent but left a list)

- 250 years' celebration updates
 - Time Capsule ideaPurchase the time capsule after all the items are in.
 - Park Benches
 - FLX certificate for the Fall festival
- Motion to purchase by Trustee Bill Boyd, seconded by Trustee Jeremy Smith, all ayes.

Jeremy Smith:

- Update on the August band.
The band will be The Arena.
Have two bands booked for next summer.

Village Attorney's Report: Chad Hayden**New Business's:**

- None

Old Business:

- None

New Business:

- None

Executive Session:

Next Board Meeting: Tuesday, July 21, 2026, 6 p.m.

Adjournment: Time 7:26 p.m.

Motion to adjourn, Trustee Jeremy Smith, seconded by Trustee Bill Boyd, all ayes.