



September 16, 2025

Supervisor Kevin Rode
& Lysander Councilors
Town of Lysander
8220 Loop Road
Baldwinsville, NY 13027

***RE: Work authorization for Professional Engineering Services for the preparation of the Map, Plan & Report document required for the formation of Phase 1 of the Cold Springs Sewer District
Town of Lysander, NY
CHA Project No.: Y03033***

Dear Supervisor Rode:

CHA is pleased to submit this work authorization for professional engineering services for the preparation of the Map, Plan & Report (MPR) document required for the formation of Phase 1 of the Cold Springs Sewer District. The following is our understanding of the project.

PROJECT UNDERSTANDING

In 2024, CHA completed a sewer study of the Cold Springs Peninsula area within the Town of Lysander (Town). In general, this part of the Town is not serviced by public sewers, although a few residential subdivisions have been constructed with unconnected “dry sewers”, in anticipation of a future extension. The study was conducted to evaluate the technical and financial feasibility of public sewers in this area, in part due to increased development proposals for additional housing units. The sewer study presented a comprehensive master plan for extending public sewer utility through the peninsula.

The 2024 Sewer Study assessed two alternatives and cost estimates were generated for each, with both alternatives in excess of \$35 million. The study accounted for flows from existing users as well as future development in areas where build-out potential is targeted by the Town. CHA recommended that the project be completed in phases, starting with the pump station located closest to the Melvin Farms parcels and the sewers that would be directly connected to it. This area is poised for development in the immediate future and has the highest need for public sewers. This stage of sewer expansion within the Peninsula is also beneficial because it would connect existing dry sewers to the system and provide public sewer to Palmer Elementary School (whose existing septic system is nearing the end of its anticipated service life).

In July 2024, CHA submitted a funding application on behalf of the Town for two grant opportunities, offered through Empire State Development, for the so-called “pro housing communities”. The application included a supplemental technical memorandum describing the Phase 1 of the sewer expansion, which included the pump station within the Melvin Farms development and the new force main. Although

grants were not awarded, the informal feedback from ESD was positive and the Town was encouraged to re-apply in the future. The equivalent programs in 2025 are now referred to as the Empire State Development Regional Council Capital Fund and the Empire State Development Pro Housing Supply Fund. Applications for both were submitted on July 31st. Those programs are described in more detail here: <https://regionalcouncils.ny.gov/sites/default/files/2025-04/2025-CFA-Resources-Available.pdf>

The 2024 Sewer Study considered the full build-out scenario for wastewater flows to be 1,400 gpm, most of which is not likely to occur for several years, if not decades. Therefore, the pump station that would be constructed within the Melvin Farms development (along with the force main discharging from it) needs to consider a phasing of wastewater flows. It is likely that a peak flow of approximately 400 gpm would occur in the immediate future (Melvin Farms, Palmer Elementary, plus existing homes proximate to existing dry or new sewers). Another 400 gpm equivalent may be built out in a “near term” scenario, perhaps 10-15 years, as additional development occurs immediately adjacent to the new gravity sewer. The remainder of the 600 gpm would come online as other future satellite pump stations are built, along with more gravity and low-pressure sewer systems; perhaps not for 20+ years.

Preliminary design has been performed to understand the scope and size of the pump station and force main. Initially, two force mains were thought to be required, however, a design with a single 10” force main may allow for velocities within the required ranges at the near term and buildout scenarios (up to the estimated 1,400 gpm described in the 2024 study). The pump station would be a wet well with three pumps in the future but two pumps in the near term. Consideration should be made for accessing the wet well in the future to install a third pump (i.e. upstream manholes for bypass pumps, stop logs, etc). Ideally the three pump discharge pipes would be suited for velocities in the near and buildout terms.

Phase 1 of the Cold Springs Sewer District will include the parcels included in the Melvin Farms project, parcels fronting Hayes Rd North of the proposed pump station to Rte. 370, parcels fronting Hicks Road north of Rte. 370 to Palmer Elementary School, the Orchard Estates neighborhood (Gloria Drive & Camerondale Road), the Melia Park neighborhood and the Brickwalk Neighborhood.

EXHIBIT A - SCOPE OF SERVICES

Task A – Backup Power System Design

1. Designate the parcels that will be contained within the Town sewer district for Phase 1 of the project. Prepare estimates for the current and future build-out wastewater flows that will be expected from the district. The future build-out flows will consider areas beyond this phase of the project in the greater Cold Springs peninsula area per the 2024 sewer study. Present the list of included parcels, along with estimated buildout flows, to the Town for review and participate in a conference call to discuss the extents of the district.
2. Prepare a Draft MPR for the proposed sewer district, including coordinating with the Town for approval by the Town Board. Submit the MPR to the NYSDEC for review and approval.
3. Prepare a public hearing presentation and participate in the public hearing required for the special district formation.
4. Revise the Draft MPR based on any comments from the Town Board and property owners within the proposed special district boundary. Present the Town Board with the Final MPR



for adoption under NYS Town Law Article 12A (District Formation of a Special District by Order of the Town Board), subject to permissive referendum.

Deliverables:

- Draft MPR document
- Public Hearing Presentation
- Final MPR Document

Assumptions:

- The Town of Lysander will coordinate scheduling of the public hearing and all costs associated with the required legal notice

EXHIBIT B - SCHEDULE

CHA is prepared to begin working on this project upon written authorization to proceed.

EXHIBIT C – FEES

For the scope of services contained herein, we proposed to be compensated on an hourly basis for a not-to-exceed fee of \$31,500.00, in accordance with our current Municipal Consulting Agreement. All reimbursable project expenses, including mileage, postage, and printing/reproduction, will be billed at cost.

We appreciate the opportunity to submit this work authorization to the Town. If acceptable, please sign below and return a copy to our office. If you have any questions regarding this work authorization, please do not hesitate to contact me at ayager@chasolutions.com.

Sincerely,

Allen J. Yager, P.E.
Project Manager

AUTHORIZATION TO PROCEED:

By: _____
Kevin Rode, Supervisor
Town of Lysander

Date

