

**County of Jefferson**  
**Office of the County Administrator**



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TO: Robert F. Mujica, Director of the Budget  
FROM: Robert F. Hagemann, County Administrator *R.F.H.*  
DATE: December 30, 2020  
SUBJECT: Preliminary Submission of Shared Services Panel Report

On behalf of our 2020 Shared Service Panel for Jefferson County, I am pleased to advise that two separate and distinct projects have been identified for implementation in the spring & summer of 2021. Enclosed you will find a brief description of each project. In one case, a local school district and village are joining forces to construct a new fueling facility for their respective automobile fleets that will replace two separate but outdated facilities currently in use. In the other instance, five villages and two towns have joined forces to undertake a L.E.D. street lighting conversion program that promises both capital and long term energy efficiency savings to all of the partners. Frankly, the scope of this initiative is even broader in that five adjacent communities within Lewis County are also planning on participating but those activities will be outlined in a report that will be filed by Lewis County.

Several other projects were initially identified by the Shared Services Panel. Upon further review of each it became clear that to insure successful implementation one more year of planning and design efforts would likely be required. Therefore, our Shared Services Panel unanimously approved only the first two projects referenced herein.

What you won't see attached is the Appendix A report but that should be forthcoming soon. The anticipated savings for each project (...Row # 7) is still being calculated. Once that information is in hand we will file the report with your office right away. This year's Shared Services Panel was comprised of nine Villages, seven Towns, one School District and, of course, the County.

Please feel free to follow up with any questions that you may have relative to this year's Shared Services Panel's efforts and we'd be happy to respond.

Thank you for the opportunity to participate in this important initiative.

c Ann Thane, Director of Local Government Services  
Susan Savage, Special Projects Coordinator  
Jefferson County Shared Services Panel



December 3, 2020

To whom it may concern:

In an effort to reduce costs, the Alexandria Central School District is working with Jefferson County and the Village of Alexandria to consolidate services. A vehicle fueling facility to be shared by several entities is proposed for the District's Transportation Facility site.

To accommodate this effort, the District will remove an existing 20 year old, 4000 gal. buried diesel fuel tank and lines, and a 15 year old, 500 gal. above ground gas tank. The existing 4000 gallon buried diesel tank is at the end of its 20 year usable life and has failed DEC inspection owing to a deteriorated spill bucket.

Because the District plans to change their bus fleet from diesel fuel to gas powered, they will take this opportunity to replace the aging tanks with a larger (2000 gal.) gas and smaller (1000 gal.) diesel tank. This mix will better serve the various entities. The combined tank will be a double walled, Fire Guard, Type 1, OP steel storage tank, manufactured in accordance with UL-2085. The system will be self-contained above ground and placed on a reinforced concrete pad. Existing dispensing, fuel management and leak detection equipment will remain and be reconnected to the new system. The project budget is \$150,000.

**LED STREETLIGHTING REPLACEMENT CASE STUDY**  
**NYS Tug Hill Commission – River Area Council of Governments**  
**Jefferson/Lewis County Area**  
**November 2020 Summary**

In 2018, the River Area Council of Governments (RACOG) began investigating the potential cost and energy savings of a collaborative LED street light replacement project with an option to streamline operations and maintenance through improved asset management. The RACOG board looked at two potential options: utility owned and municipal owned. Utility owned required less upfront investment, but municipal owned has been shown to have higher savings over the long term. With either option, the municipality would begin saving in the first year.

Ultimately, after over a year of vetting, the group has focused on a municipally owned option, electing to contract with the New York Power Authority (NYPA) to design, construct, and procure a maintenance agreement for the fixtures. RACOG is joined by several other municipalities in and around the region in Jefferson and Lewis counties for the LED conversion aggregation project.

Partners anticipate a 69% cost savings by taking ownership of their street lights from the utility and converting to LED. The total estimated project cost, including the asset management controls required for the remote operation and maintenance is \$1,915,160 to replace 1,940 street lights in 14 communities.

The estimated annual cost savings across all participants is \$189,898, with yearly energy savings per kWh of 609,165. Using data provided by the U.S. Energy Information Administration, this would amount to approximately 603,000 pounds of carbon eliminated per year from reduced electricity usage.

The group also looks to use smart controls for remote operation monitoring and maintenance deployment as an asset management tool, which will also provide greater control of each individual light fixture. Advanced sensor hardware will be installed to make data driven decisions that improve service to residents. Data is consolidated and viewed via a central workstation where users can see data for every light on the network. An added maintenance benefit with the asset management controls is that users can adjust brightness. Smart control systems also provide the capability to add advanced sensors. Advanced sensors can be added to poles that include cameras, temperature and humidity, noise/acoustic, pressure, lighting, vibration, or could provide Wi-Fi and GPS locators.

The design study is nearly complete by Wendel Architecture & Engineering, consultant for NYPA, to work with each individual municipality to determine lighting needs, as well as what advanced sensors might be worth adding to a smart control system. The process of educating local officials on all aspects of the project took significant effort on the part of the RACOG circuit rider and Tug Hill Commission staff.

Due to the group's interest in smart controls and to help offset project costs, the Tug Hill Commission assisted with a Consolidated Funding Application (CFA) submitted in 2019 to the Local Government Efficiency Grant (LGEG) program for their purchase. The village of West Carthage took the lead on the CFA, on behalf of all 14 municipalities and was awarded \$291,220 toward this project. Each community also can receive a \$20,000 grant from NYPA for Smart City technology, with no match required. NYPA will also match up to 50% after the initial \$20,000. Also, the communities will be eligible for a National Grid incentive for converting over to LED lights.



*Pre-COVID meeting of the RACOG board and other interested communities learning about LED streetlighting options.*