

GLOVERSVILLE BOARD OF WATER COMMISSIONERS

MEETING MINUTES – JUNE 16, 2026

The Regular meeting of the Board of Water Commissioners was held and brought to order at their office, 67-73 South Main Street Gloversville, NY, on June 16, 2026, at 6:00 PM with Vice President Ronald Holly presiding.

Roll Call:

Commissioner:

Cirillo	Present
Hartman	Absent (Arrived 6:09 p.m.)
Holly	Present
Mitchell	Present
White	Present

Others in Attendance: Eric Lentini, Water Superintendent; Eric Maye, Senior Account Clerk; and William Rowback, City of Gloversville Councilman at Large.

Public Session:

Superintendent Lentini opened the meeting to anyone wishing to address the Board at 6:00. Anyone wishing to address the Board is allowed five minutes to speak.

Mackenzie Wilson, student of Gloversville High School, introduced herself to the Board. Ms. Wilson stated she is attending the meeting as part of her Participation in Government class which requires students to attend a governmental meeting as part of their final grade.

The Board welcomed Ms. Wilson and offered to answer any questions she may have.

There being no other public attendees, a motion was made by Commissioner Holly, seconded by Commissioner Mitchell to close Public Session at 6:02 p.m.

<u>Commissioner</u>	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Abstain</u>
Cirillo	X			
Hartman			X	
Holly	X			
Mitchell	X			
White	X			

Commissioner Holly reviewed the General Fund audits prior to the meeting for the period covering May 15, 2026 through June 11, 2026, as follows. There were no Capital Project Fund audits for this period.

General Fund: \$380,353.34

A motion was made by Commissioner White, seconded by Commissioner Mitchell to approve the General Fund audits, a copy of which is attached to these minutes.

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Commissioner	Yes	No	Absent	Abstain
Cirillo	X			
Hartman			X	
Holly	X			
Mitchell	X			
White	X			

Minutes:

Minutes for the Regular meeting held May 19, 2026 were not completed at the time of the meeting.

Clerk of the Board Report:

Resolutions:

Eric Maye presented the following resolutions:

Water Board Vice President Ronald Holly presented the following resolution and moved for its adoption:

RESOLUTION NO. 2026-11

RESOLUTION TO ENTER AGREEMENT WITH USM SOLUTIONS, LLC FOR IT UPGRADES AND SUPPORT.

WHEREAS, Gloversville Water Department is in need of updated computer hardware and IT services for and on behalf of the Gloversville Water Department; and

WHEREAS, The Board of Water Commissioners has a responsibility to protect the operations and assets of the Gloversville Water Department; and

WHEREAS, the Board of Water Commissioners for the Gloversville Water Department is in need of upgrading its computer hardware to ensure the security of financial data and retaining services for IT support;

WHEREAS, USM Solutions LLC has submitted a Proposal to update the Water Department's network security, update existing hardware and provide on-going IT support to the Gloversville Water Department.

WHEREAS, such Proposal has been submitted to the Board of Water Commissioners.

NOW, THEREFORE, BE IT

RESOLVED, that the Board of Water Commissioners hereby authorizes the Water Superintendent to enter an Agreement with USM Solutions to upgrade the Gloversville Water Department's network security and provide IT support for 2026. The Proposal dated June 16, 2026 having been submitted to The Gloversville Board of Water Commissioners.

RESOLVED, that the Board of Water Commissioners authorizes and directs the Water Superintendent to sign the aforementioned Agreement with USM Solutions, LLC.

Motion was made by Commissioner Holly, seconded by Commissioner Cirillo that the above resolution be adopted.

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Commissioner	Yes	No	Absent	Abstain
Hartman		X		
Holly	X			
White	X			
Cirillo	X			
Mitchell	X			

Adopted: June 16, 2026

At 6:09 Commissioner Hartman joined the meeting.

Superintendent Lentini discussed with the Board a bid received from Baillie Lumber for timber sales on the Tolmantown Road property. He recently spoke with Lucas Myers, forester for F&W Forestry, who stated he made an error when he prepared his proposal for the timber sale. He originally estimated the sale to come in between \$200,000 and \$250,000. He indicated he calculated incorrectly and did not account for the spraying of herbicide that encourages regrowth. Baillie Lumber was the high bidder coming in at \$141,184. Eric stated \$150,000 was budgeted for 2026 revenue for timber sales.

Commissioner White inquired when the logging would take place. Eric stated the anticipated time frame would take place in October possibly through December.

Water Board President Paul Hartman presented the following resolution and moved for its adoption:

RESOLUTION NO. 2026-12

RESOLUTION TO ENTER AGREEMENT WITH BAILLIE LUMBER CO., LP FOR TIMBER SALE.

WHEREAS, Gloversville Water Department is desirous of selling timber at its property located on Tolmantown Road, Town of Mayfield, Fulton County, NY; and

WHEREAS, The Board of Water Commissioners has a responsibility to protect the operations and assets of the Gloversville Water Department; and

WHEREAS, the Board of Water Commissioners for the Gloversville Water Department advertised a Notice to Bidders for the harvesting of said timber;

WHEREAS, Baillie Lumber Co., LP of 5 Railroad Street, Smyrna, NY submitted the highest bid in the amount of \$141,184.00 to harvest specified trees as outlined in the Timber Sale Agreement, a copy of which is attached hereto.

WHEREAS, such Timber Sale Agreement has been submitted to the Board of Water Commissioners, along with a check in the amount of \$141,184.00.

NOW, THEREFORE, BE IT

RESOLVED, that the Board of Water Commissioners hereby authorizes the President of the Board to accept the bid submitted by Baillie Lumber Co., LP and to sign the Timber Sale Agreement.

Motion was made by Commissioner Holly, seconded by Commissioner Hartman that the above resolution be adopted.

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Votes Taken:

<u>Commissioner</u>	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Abstain</u>
Hartman	X			
Holly	X			
White	X			
Cirillo	X			
Mitchell	X			

Adopted: June 16, 2026

RESOLUTION NO. 2026-13

The Water Superintendent presented the Following Resolution and moved for it's adoption

WHEREAS, the Gloversville Board of Water Commissioners 2026 Budget requires a transfer.

NOW, THEREFORE, BE ITS RESOLVED, that the following budgetary transfers be authorized:

<u>Account Number</u>	<u>Account Description</u>	<u>Increase</u>	<u>Decrease</u>
F8310.421	EA Dams	\$ 30,000.00	
F8310.428	Admin Consulting Fees		\$ 30,000.00
		\$ 30,000.00	\$ 30,000.00

RESOLVED, that this Resolution shall take effect immediately upon passage.

A motion was made by Commissioner Holly, seconded by Commissioner White, that the above resolution be adopted.

<u>Votes Taken:</u>	<u>Yes</u>	<u>No</u>	<u>Abstain</u>	<u>Absent</u>
Commissioner Cirillo	X			
Commissioner Hartman	X			
Commissioner Holly	X			
Commissioner Mitchell	X			
Commissioner White	X			

Adopted : June 16, 2026

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Water Board President Paul Hartman presented the following resolution and moved for its adoption:

RESOLUTION NO. 2026-14

RESOLUTION AUTHORIZING THE TRANSFER OF FUNDS FROM CAPITAL PROJECTS CASH ACCOUNT TO THE GENERAL FUND CHECKING ACCOUNT

WHEREAS, expenses associated with the Water Department's Water Treatment Plant Improvement Project are expensed from the Capital Project cash account.

WHEREAS, an advertising expense for the required legal advertising of Notice To Bidders for Phase 1B of the Department's Water Treatment Plant Improvement Project was paid of the General Fund cash account in the amount of \$550.00 to the Daily Gazette;

WHEREAS, The Gloversville Board of Water Commissioners desires to replenish the General Fund Checking Account to reimburse for the expenses paid for Capital Project advertising associated with the Water Department's Water Treatment Plant Improvement Project.

NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF WATER COMMISSIONERS, CITY OF GLOVERSVILLE, NEW YORK, THAT:

RESOLVED, that Board of Water Commissioners hereby authorizes the Clerk of the Water Board to transfer \$550.00 from the Capital Project 10-R checking account to the General Fund checking account to replenish funds expensed in connection with the Water Treatment Plant Improvement Project Notice to Bidder advertising.

A motion was made by Commissioner White, seconded by Commissioner Holly, that the above Resolution be adopted.

Votes Taken:

<u>Commissioner</u>	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Abstain</u>
Hartman	X			
Holly	X			
White	X			
Cirillo	X			
Mitchell	X			

Adopted : June 16, 2026

Disputes/Billing Adjustments:

110 Division Street - #37200880:

Prior to the meeting a copy of a billing dispute was provided to the Board for review. The complaint states that the owner is hearing impaired was not aware of a leak in her toilet since she could not hear the water running. Once she received her high bill she had someone replace parts. The owner states she is unable to pay the \$799.43 bill and is looking for relief on her bill.

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The Board was reminded that the department offers a repayment plan which includes 20% of the total bill plus any fees, interest and penalties with the remaining balance paid in equal monthly payments. All plans are structured to be paid in full prior to the next billing statement per the Board guidelines.

During discussion on the request, Mr. Holly noted that the outcome decided for this request would determine how the Board would need to handle future requests.

Commissioner White asked if we had the ability to flag accounts using the Neptune program that would alert us to customers who had high usage. Superintendent stated reasons this is not feasible for staff to individually monitor over 5,000 accounts. He informed the Board that he reviews a report daily for any usage that exceeds ten times the normal usage. If a personal residence appears on the report, he attempts to reach out to the homeowner as a courtesy to let them know they may have a leak. However, every homeowner has the ability to sign up for the monitoring service free of charge, allowing them to monitor their own usage. Information on how to enroll in this service is provided to residents through our In The Flow Newsletter which is mailed with every bill. We also provide a QR code on every bill to download the app and register.

Commissioner Cirillo inquired if the homeowner was looking for full relief of the bill. Eric stated that we do not offer full relief unless there were extenuating circumstances or the error was made on the part of the water department. One option may be to credit the account based on estimated usage for the previous six billings. He noted that the owner also submitted a request for sewer relief but was certain that request would be denied by the sewer board since the water entered the sewer system.

Commissioner Cirillo asked why we would not consider this request when relief was offered to others in the past. Commissioner Holly pointed out that previous requests for billing adjustments were either due to clerical errors or because it was a large leak that was not the fault of the owner, such as a broken water tank. Eric clarified the past practice for approving relief requests was if the excessive charges were caused by a leak or situation that was out of the owner's control.

Commissioner Holly reiterated that while he is compassionate to the circumstance, his concern is that if we were to approve a request for relief for a leaking toilet we would be setting a precedence and would be obligated to entertain relief for all small leaks. He further questioned what responsibility falls to the owner or resident to ensure they do not have water leaks in the home. Commissioner Cirillo responded by noting that all requests are looked at individually and consideration should be given on a case-by-case basis.

After discussion, the Board decided to continue discussions on this request and tabled a decision until the next meeting. The Board asked for copies of bills for the previous six billings for the next meeting and what the potential credit would be.

Councilman Rowback mentioned that he would mention the Neptune software in his report at the next City Council meeting to inform residents of the service and direct anyone that has questions to reach out to the Water Department for assistance.

At this time, Superintendent Lentini asked the Councilman if he had any business he would like to discuss with the Board.

Councilman William Rowback asked the Board if there was a specific reason a councilmember would not be allowed to sit in during an executive session. Eric stated there is no specific reason that a councilmember could not sit in during a meeting, it was up to the Board to determine who would be allowed to be in executive session meetings. The Board has established a practice of allowing only Board members and necessary department personnel to be present during their executive sessions unless otherwise deemed appropriate to have other parties in attendance.

Councilman Rowback let the Board know that he has not heard back from the City's attorney, Amanda Rose, to schedule a meeting with the Water Department's attorney. This meeting is being requested in response to a letter the Water Department received from the City relating to Niagara Water Bottling. Eric stated he spoke with the attorney representing the Water Department, Bailey Johnson & Peck, prior to the meeting and was informed that they have attempted several times to reach out to the City's attorney and has not had a response.

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Mr. Rowback stated that he was at a recent water main break on Bleecker Street. On behalf of the City Council he wanted to thank the water department team for their hard work and commitment to completing the repair.

Superintendent's Report:

The Board was informed that two windows in the rear of the building were recently broken out in the overnight hours. Cameras located in the rear of the building did not obtain footage of the act. He reached out to the Gloversville Police Department who agreed to investigate and check City camera footage to see if they could determine who caused the damage. Eric noted that we have seen an increase in people loitering the end of our property at night. Updates to the computer system has started and once completed additional cameras will be installed around the building for additional coverage.

Eric addressed the Board regarding the Gloversville Housing Authority and Forest Hill Towers. Several years ago, the previous superintendent verbally agreed to allow residents of the Forest Hill Towers to use the area beyond the boulders at the far end of the property to set picnic tables to have a place to sit since they are not allowed to smoke on Housing Authority property. Last summer another table and umbrellas were added to the area, as well as the residents painting the boulders at the edge of the property. A resident of the Towers recently asked if we would allow a third table. They were denied the request.

This highlighted the concerns with the recent damage to the property and who may be utilizing the tables other than the residents of Forest Hill Towers. It also raised liability concerns for allowing others to use the department's property. Our cameras have captured cars that pulled up to the picnic tables during the night using the area as a place to hang out, with some parking in the department's parking lot. The Board agreed that this could become a liability issue and suggested the possibility of posting designated times for use and what legal safeguard this would provide the water department.

Commissioner Holly, who also serves on the board for the Gloversville Housing Authority, stated he would discuss the situation at the next GHA meeting. Councilman Rowback mentioned reaching out to the City's acting attorney, Anthony Casale, for advice on posting designated times for the area.

Superintendent Lentini informed the Board the Account Clerk, Julia Weil, resigned effective June 6, 2025. We will be looking to fill the position and will be positing the job opening.

The pre-bid meeting for the next phase of construction was held at the water treatment plant on Norboro Road at 10:00 a.m. on June 9, 2025. C.T. Male hosted the pre-bid meeting with approximately 16 contractors attending. The Notice to Bidders stated that only contractors who attended the pre-bid meeting will be allowed to enter a bid proposal.

A pre-construction meeting was held at the Garden Homes Jockeyville Estates on Thursday June 11, 2025 at 7:30 a.m. Eric met with EDP, owner of the Jockeyville Estates, and Keller Construction to discuss tap location and meter placement. The initial project was to run a line to an existing pit where they treat the water currently and install a pit meter. After discussions, they have decided to drill a private three-inch line from the end of Jockeyville Road through the park and tie all existing services to the new line, eliminating the use of wells. Once the project is complete, this line will add approximately 50 new services which will be billed through one meter. They anticipate starting the project within the next two weeks.

Commissioner Holly asked who would be responsible for the lines. Eric noted that these would be private lines and would be entirely the responsibility of Jockeyville Estates.

Commissioner White asked if they would be charged a special rate. Eric stated that they would be billed at the current outside city rate which is two and one-half times the in-city rate.

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Superintendent Lentini informed the Board that there had been a water main break at the intersection of Bleecker and North Street on Friday, June 12, 2026. A cap blew off a dead-ended six-inch water main. All crew members including plant operators were called in to assist with the repairs and make water. The repairs were completed around 7:30 a.m. on Saturday. Eric extended his gratitude to the team for responding. Being it was a Friday during the summer, most team members had prior commitments or were already out of town. All crew members answered the call to assist with the repair.

Eric reminded the Board that discussion on a solar project was tabled at the May 19, 2025 meeting. He informed the Board that the project was going to be put on pause until a future time to focus on the other projects already in progress. The solar company was eager for the Board to sign an agreement, but Eric wanted more time to look at the contract and not be rushed into a decision that would affect the department for many years to come.

The Board was informed that the repairs to the dump truck are complete and we have the truck back for use.

Eric reminded the Board that we will be having a special meeting on June 30, 2026 at 6:00 p.m. to review and accept the bid for Phase 1B of the Water Treatment Plant project.

There being no further business, a motion was made by Commissioner White, seconded by Commissioner Holly, to adjourn the meeting at 6:38 p.m.

<u>Commissioner</u>	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Abstain</u>
Cirillo	X			
Hartman			X	
Holly	X			
Mitchell	X			
White	X			

The next scheduled Regular Board Meeting will take place on July 21, 2026 at 6:00 p.m.