

**GLOVERSVILLE BOARD OF WATER COMMISSIONERS**  
**SPECIAL MEETING MINUTES – DECEMBER 28, 2020**

A Special meeting of the Board of Water Commissioners was held and brought to order at their offices, at 67-73 South Main Street, Gloversville, NY on December 28, 2020 at 6:00 PM with President James Robinson presiding.

**Roll Call**

**Commissioners**-----

Robinson	PRESENT
Antonucci	PRESENT
Isabella	PRESENT
Mauro	PRESENT
Shell	ABSENT

---

**Others in Attendance:** Water Superintendent; Anthony Mendetta.

---

Anthony went on to layout the reason for this Special Meeting. The agenda for this meeting was that the board had asked us to revise and get some budget figures together due to the current and ongoing pandemic. The Board feels that several budget cuts may be necessary due to the uncertainty of these times. According to our records, our consumption has been declining steadily. Also, with the loss of some of our bigger industrial accounts, for instance, Wood and Hyde being the most recent and the decline of business for other industrial customers. We are not sure how much farther our revenue is going to decline for 2021. Anthony was informed by Christine that we will have to reduce our anticipated revenues due to declining industrial consumption. Industrial revenues have declined approximately 21.4% in 2020, and approximately 22.5%, from 2019. When we add the residential consumption to this, it equates to an overall revenue shortfall of approximately 5% from last year, which is approximately a loss of \$114,000 at the end of 2019. We are also faced with the uncertainty that we probably will not be able to collect water rents as the governor keeps extending the restrictions on water shutoffs. The following issues and Budget amendments were discussed.

1) Anthony explained that from a previous motion that was put into place about midway through the year, water rates effective 1/1/2021 will be going up 3%. However, even with this increase Christine informed Anthony that we would have to further decrease our revenue line item for meter water sales by at least \$46,500. Christine advised Anthony that she added this to the budget modification list that will be approved at the end of the meeting.

2) At the meeting held on December 14th the Board had discussed that we would like to approve the transfer of a current T & D employee to report to the plant to control overtime costs and fill a vacancy to comply with the New York State Department of Health mandated required staffing. This will allow us to save money as we set a new base salary for our acting Chief Plant Operator Andrew White while transferring the mandatory overtime costs required to the lower paid transferred T&D employee. This will result in a budget cut of around \$13,000.

A motion was made by Commissioner Mauro to re-assign Matt Conca to report to the Filtration Plant until further notice. The motion was seconded by Commissioner Isabella

<u>Commissioner</u>	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Abstain</u>
Robinson	X			
Antonucci	X			
Isabella	X			
Mauro	X			
Shell			X	

---

3) According to some previous discussions, the Board has been considering the idea to not to fill a vacant position in the T&D Department. We recently had an employee by the name of Dan Batease who left to take another job. If this is officially approved,

---

**GLOVERSVILLE BOARD OF WATER COMMISSIONERS**  
**SPECIAL MEETING MINUTES – DECEMBER 28, 2020**

it will result in a budget savings and a budget cut of around \$43,000 for the year.

A motion was made by Commissioner Robinson to not fill the vacant position due to the resignation of Dan Batease in the T&D Department at this time, with the Budget to be amended to reflect this motion. The motion was seconded by Commissioner Isabella.

Commissioner	Yes	No	Absent	Abstain
Robinson	X			
Antonucci	X			
Isabella	X			
Mauro	X			
Shell			X	

4) At the last Special Meeting on December 24th the Board discussed the idea of reaching out the CSEA Union employees and ask if they would be willing to temporarily postpone scheduled salary increases for 2021.

A motion was made by Commissioner Isabella to have the Superintendent reach out to the CSEA Union employees of the Water Dept. and ask if they would be willing to postpone scheduled salary increases for 2021 on a temporary basis. The motion was seconded by Commissioner Antonucci.

Commissioner	Yes	No	Absent	Abstain
Robinson	X			
Antonucci	X			
Isabella	X			
Mauro	X			
Shell			X	

5) At the meeting held on December 14th, the Board passed a Resolution to enter into a Lease Purchase agreement for the purchase of a new Dump Truck. This Resolution will result in a Budget amendment and savings of \$51,300.00. This new truck is needed because we only have one (1) CDL Driver and no one else is willing to get their CDL License. Therefore, our current Dump Truck cannot be utilized if that one (1) CDL Driver is not available.

6) At the meeting held on December 14th, Anthony had given the Board the Preliminary Engineering Reports for some of our major infrastructure upgrades that we will have to complete within the next few years. These major project costs will significantly affect future budgets and expenses. Anthony reviewed these with the Board as follows:

1) **Conditioner Rehab** - The Board was concerned about repairing the current Conditioner as opposed to replacing the entire structure. Depending on how the Conditioner looks when we have it drained and inspected, will determine if we will have to include this with our other bigger Capital Projects. Anthony explained that there was some miscommunication with the Structural Engineers who were scheduled to look at the conditioner while it was empty. The inspectors came late and did not get to see the conditioner completely empty. However, the inspectors did get to see the conditioner half full and they did feel that it is beyond the state of repair. We would then have to replace this in its entirety. Commissioner Isabella expressed his concern due to our uncertainty in being able to apply for future grants, that we may not be able to afford 3.5 million dollars for an entire replacement. Mr. Isabella would like to see them come again and assess the Conditioner on a regular basis when we drain it so that we will know if a repair needs to be made before it is too late. Maybe there are some temporary repairs or maintenance can be done in the meantime to make it last until we can do an entire replacement.

2) **Lagoon Sludge Basins** - Project cost is between \$100,000 to \$150,000. These will need to be done right away as one is currently offline and the other basin is running at 50%.

**GLOVERSVILLE BOARD OF WATER COMMISSIONERS**  
 SPECIAL MEETING MINUTES – DECEMBER 28, 2020

3) **Spillway Repair Jackson Summit** - Commissioner Mauro pointed out that this project is going to cost approximately 1 million dollars and is being Mandated by NYS DEC. CBGD Grant Funding has been postponed for 2020.

4) **Valves to be Replaced** - To keep all the filters online we must continue to replace valves at the Plant. Some of the Valves at the Plant date back 30 to 40 years and are extremely critical to the process of making water every day.

7) Anthony addressed the Board concerning the Budget figures provided by Christine for the Board to review and asked if they wanted to make any other adjustments. Commissioner Isabella stated that before they really had the full picture of the bad financial situation that we are in, the Board approved yearly raises for the office staff. Commissioner Isabella and the rest of the Board discussed that they should probably suspend these raises for the time being and look at this later. It is not a reflection of the job that we are doing, it is merely a reflection of the times and our current situation. This suspension of salary increases will result in a budget cut of \$8,000.00.

Commissioner Robinson made a motion to rescind the previously voted on motion which approved 4.5% raises for non-represented office personnel at our South Main Street Facility. This motion to include the rescinding of salary increases for Anthony Mendetta, Christine Linart, and Deborah Clukey. The motion was seconded by Commissioner Mauro.

<u>Commissioner</u>	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Abstain</u>
Robinson	X			
Antonucci	X			
Isabella	X			
Mauro	X			
Shell			X	

8) Commissioner Antonucci then stated that as per discussions in Executive Session at the last special meeting the Board decided to Lay off the Secretary to the Water Superintendent, Jennifer Gottung effective December 31, 2020. This will result in a Budget Cut of \$38,200.00 and a Budget increase to cover Unemployment Insurance of Approximately \$17,700. Because our office is going to be closed to the public indefinitely and because a large percentage of Jennifer's job was waiting on the public, the Board felt that a layoff was best for the Water Dept currently.

Commissioner Mauro made a motion to Lay-off the Secretary to the Water Superintendent, Jennifer Gottung, effective December 31, 2020. The motion was seconded by Commissioner Robinson.

<u>Commissioner</u>	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Abstain</u>
Robinson	X			
Antonucci	X			
Isabella	X			
Mauro	X			
Shell			X	

The Water Superintendent presented the Following Resolution and Moved for its adoption

**RESOLUTION NO. 2020-21**

**WHEREAS**, the Gloversville Board of Water Commissioners Tentative 2021 Budget Requires Modification.

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

**GLOVERSVILLE BOARD OF WATER COMMISSIONERS**  
**SPECIAL MEETING MINUTES – DECEMBER 28, 2020**

<b>Account Number</b>	<b>Account Description</b>	<b>Revenue Decrease</b>	<b>Appropriation Increase</b>	<b>Appropriation Decrease</b>
F2140	Metered Water Sales	-\$46,500.00		
F9030	Social Security			\$(2,500.00)
F9010	State Retirement			\$(9,000.00)
F9050	Unemployment Insurance		\$17,700.00	
F9710.6	Bond Lease Dump Truck - Principal		\$18,200.00	
F9710.7	Bond Lease Dump Truck - Interest		\$500.00	
F8340.2	Equipment T&D Dump Truck			\$(70,000.00)
F8310.1	Admin - Personnel Service			\$(8,000.00)
F8310.1	Admin - Personnel Service			\$(38,200.00)
F8330.1	Personnel Service - Plant			\$(13,000.00)
F8340.1	Personnel Services- T&D			\$(43,000.00)
	<b>Totals</b>	<b>\$46,500.00</b>	<b>\$36,400.00</b>	<b>\$(183,700.00)</b>

**NOW, THEREFORE, BE IT RESOLVED**, that the Final Budget be approved with the above noted amendments and that the Final Budget be adopted and Filed with the Mayor and City Clerk.

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

A motion was made by Commissioner Mauro seconded by Commissioner Robinson that the above resolution be adopted

<b>Votes Taken:</b>	<b>Yes</b>	<b>No</b>
Commissioner Mauro	X	
Commissioner Robinson	X	
Commissioner Shell	ABSENT	
Commissioner Antonucci	X	
Commissioner Isabella	X	

**Adopted : December 28, 2020**

A motion was made by Commissioner Mauro to adjourn the meeting. The motion was seconded by Commissioner Antonucci.

<u>Commissioner</u>	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Abstain</u>
Robinson	X			
Antonucci	X			
Isabella	X			
Mauro	X			
Shell			X	

The next meeting will be held in Virtually via Google Meet at 6pm on January 19, 2021.