

GLOVERSVILLE BOARD OF WATER COMMISSIONERS

MEETING MINUTES – MARCH 17, 2025

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 March 17, 2025, at 6:00 PM with Vice President Hartman presiding.

Roll Call:

Commissioner:

White	Absent
Hartman	Present
Antonucci	Present
Capano	Present
Holly	Present

Others in Attendance: Water Superintendent, Anthony Mendetta; Cindy Albertine, Clerk of the Board

Superintendent Mendetta opened the meeting to anyone wishing to address the Board:

Public Session:

Patrick and Lisa McMann requested to address the Board concerning a complaint they submitted disputing the billed usage on their March 2025 bill for their property located at 4 County Club Drive, Gloversville on the March 2025 billing. The Board was provided with a copy of the dispute form. Mr. McMann is disputing the consumption for September and October 2024. They stated that their home is relatively new, and they did not have any excess usage or leaks during those two months. He was concerned that the Water Department's system may not have been working correctly during those times or there may have been an issue with the output at the plant.

Anthony explained to the complainants how the Water Department's equipment is used to read the usage at their property and that the reads are specific to their home and are not impacted by any other usage or the output at the plant.

Commissioner Antonucci advised the owners that they would review the complaint and would be contacted with a decision.

There being no additional public comments, Public Session was closed at 6:17 p.m.

Commissioner Hartman performed the audit of the bills for the period covering February 15, 2025 – March 15, 2025.

Audit #23886 in the amount of \$129.50 payable to Gary Antonucci was pulled from the list of audits due to a conflict with Commissioner Antonucci. Motion was made by Commissioner Capano, seconded by Commissioner Holly to approve payment of audit #23886.

<u>Commissioner</u>	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Abstain</u>
White			X	
Hartman	X			
Antonucci				X
Capano	X			
Holly	X			

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Audit #23937 in the amount of \$80.91 payable to Gloversville True Value was pulled from the list of audits due to a conflict with Commissioner Capano. Motion was made by Commissioner Antonucci, seconded by Commissioner Holly to approve payment of audit #23937.

<u>Commissioner</u>	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Abstain</u>
White			X	
Hartman	X			
Antonucci	X			
Capano				X
Holly	X			

The remaining audits were presented as follows:

General Fund	\$267,794.23
Capital Project Fund	\$ 73,881.95

Motion was made by Commissioner Capano that the audited bills are ordered paid. The motion was seconded by Commissioner Holly.

<u>Commissioner</u>	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Abstain</u>
White			X	
Hartman	X			
Antonucci	X			
Capano	X			
Holly	X			

Minutes:

Minutes for the following meeting were emailed to the Board members prior to the meeting for review:

Regular Meeting - January 14, 2025
Special Meeting – February 4, 2025
Regular Meeting – February 18, 2025
Special Meeting – March 4, 2025

There being no questions or comments, a motion was made by Commissioner Antonucci, seconded by Commissioner Capano to approve the minutes.

<u>Commissioner</u>	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Abstain</u>
White			X	
Hartman	X			
Antonucci	X			
Capano	X			
Holly	X			

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Superintendent's Report:

Plant Project:

Anthony advised the Board that the structural team from NYS was on site last week. He reminded the Board that after the plans were submitted and reviewed by DOH, they requested additional details on how we intended to install the pipe supports with detailed drawings and specifications. Another request from DOH was about how we were going to separate the pump system in the basement that will be pumping the water into the chlorine system. CT Male is working with Avanti Control and Systems on the drawing and design of the new chlorine systems that will meet the 10-state compliance standards. These plans and specifications should be ready to submit to DOH within the next few weeks. Once they have been approved, we will be able to go out to bid.

Lead Service Line Project:

We are gathering additional financial information that was requested and continue to work on the grant paperwork through the EFC portal with Melanie at CT Male. The deadline for submission is May 2025. Once the paperwork has been submitted, we will be assigned a team through EFC. All requests and correspondence in connection with the grant will go through that team at that time.

Blue Triton:

The Board was informed that Superintendent Mendetta provided attorney Ed Skoda with a copy of the contract between the Water Department and Blue Triton for review. Attorney Skoda has reviewed the contract and addressed the changes the Board discussed at the February meeting. He plans to prepare a statement for the Board addressing any items of concern he identified with the contract for the April meeting.

Anthony reminded the Board of discussions from previous meetings regarding the sale of logs at the proposed site. Blue Triton has advised only limited logging at the Dixon site would be allowed and would be on their terms during the length of the contract due to potential interference with infrastructure and production. With the length of the contract with Blue Triton at 60 years, Anthony requested a cost estimate from F&W Forestry for the potential logging revenue during that time. The cost estimate to design, prepare and implement a forest inventory of all forest acreage at the Dixon site and to prepare an exclusive valuation summary detailing the results of the forest inventory came in at \$2,023. If the Board were agreeable to have the property surveyed for potential loss of revenue, we may be able to request consideration from Blue Triton for the loss. After discussion, the Board decided to table the decision until a future date.

Anthony revisited the quote we received from Ti-Sales for the extended warranty on the belt clip and the gateways and discussed at the previous meeting. The annual warranty quote of \$2,860.08 covers only the cost of the parts. With this minimum service we would have to hire an additional contractor to perform any work associated with repairs or replacements. The Board requested an additional quote for the Network as a Service from Ti-Sales to perform repairs should any part need to be replaced. The Board was provided with a copy of the quote received in the amount of \$5,500.00, which included the list of services covered under the extended warranty. Last year the department purchased the base extended warranty.

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After discussion it was the decision of the Board to purchase only the base warranty coverage at this time and budget for the extended coverage for 2026. Motion was made by Commissioner Capano, seconded by Commissioner Hartman to approve payment to Ti-Sales in the amount of \$2,860.08 for the gateway warranty.

<u>Commissioner</u>	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Abstain</u>
White			X	
Hartman	X			
Antonucci	X			
Capano	X			
Holly	X			

The Board was informed that Jamie Mulhall recently obtained her 1A Operator license. Anthony informed the Board that per the union contract this would mean a pay increase of \$0.33 per hour. He asked the Board if it was their objective to approve the change in title and the rate increase.

Motion was made by Commissioner Holly, seconded by Commissioner Antonucci to advance Jamie Mulhall to 1A Operator at the plant with a \$0.33 per hour rate increase.

<u>Commissioner</u>	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Abstain</u>
White			X	
Hartman	X			
Antonucci	X			
Capano	X			
Holly	X			

Anthony advised the Board that he has received notification from Neptune that effective April 2, 2025, all parts from Mexico will incur an 8% increase due to tariffs.

The Board was given a report prepared by Clyde Nellis, who has been assisting with the year-end. Anthony went over the report which broke down the balances assigned to specific reserves that have been established and where the funds are being held. The current balance in the Chase high yield savings account is \$584,130. In addition, there is a balance with NBT in the amount of \$598,810 representing funds that have been transferred by resolution from the high yield savings account for approved expenditures, as well as reimbursements of expenditures from NYS associated with the Plant project.

It was advised that once the year end financials have been finalized, a determination will be made on how much of the funds being held in the NBT account should be transferred back to the Chase high yield savings account. Once those numbers have been determined, the information will be presented to the Board for approval.

Anthony advised the Board that the Health Insurance Buyout Agreement between the Water Department and Deborah Clukey has been executed, and the revocation period will expire on March 31, 2025. Once the revocation period has expired, payment per the Agreement will be finalized. The Board was provided with the cost of hiring a new employee to fill that vacancy. After discussion, it was the Boards decision to transfer \$47,000 from the Capital Reserve fund to the administration personnel budgetary line item in the amount of \$47,000 to cover the payroll and benefit expenses.

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Motion was made Commissioner Holly, seconded by Commissioner Capano, to transfer \$47,000 from the Capital Reserve high yield savings account to General Fund administration personnel budget expense line item.

Commissioner	Yes	No	Absent	Abstain
White			X	
Hartman	X			
Antonucci	X			
Capano	X			
Holly	X			

Resolutions:

Clerk advised the Board that there were no resolutions to be presented.

Clerk of the Water Board:

The Clerk presented the Board with a billing dispute received for property located at 14 Bulington Ave. In September 2024 the Board approved an adjustment to the billing for this property to correct an estimated read. At the time the adjustment was processed, two duplicate entries had been made. To correct this billing error, a credit to the water in the amount of \$89.64 and a credit of \$5.69 for water infrastructure would be necessary.

Motion was made by Commissioner Holly, seconded by Commissioner Capano to approve the billing adjustment as presented.

Commissioner	Yes	No	Absent	Abstain
White			X	
Hartman	X			
Antonucci	X			
Capano	X			
Holly	X			

The Clerk asked the Board how they would like to determine the annual health insurance rate to be paid by Christine Linart. At the time of her retirement, there was no contract between the then Clerk and the Board. As she did not have a contract with the Board and she was not a part of the union at the time of her retirement, the Board would need to elect how they wished to determine the rate at which she would pay for her health insurance premiums for the coming year. Was it their intent to set her premiums at a fixed rate based on premiums at the time of her retirement which would follow the union contract, or did they want to set her rate based on a percentage of the annual insurance rate increase.

After discussion, a motion was made by Commission Capano, seconded by Commissioner Holly to set her premiums based on the percentage of the annual premium increase from the date of her retirement.

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<u>Commissioner</u>	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Abstain</u>
White			X	
Hartman	X			
Antonucci	X			
Capano	X			
Holly	X			

The Clerk discussed with the Board the need for additional training on the BillMaster billing software and presented the Board with a quote from DataWest Utility Technologies in the amount of \$1,520 for 8 hours of training. Cindy asked the Board for their consideration in approving the expense to help her obtain additional training.

After discussion, a motion was made by Commissioner Holly, seconded by Commissioner Antonucci to approve the expense for additional training in the amount of \$1,520.

<u>Commissioner</u>	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Abstain</u>
White			X	
Hartman	X			
Antonucci	X			
Capano	X			
Holly	X			

Motion was made by Commissioner Capano to adjourn the meeting, seconded by Commissioner Holly.

Meeting was adjourned at 7:25 p.m.

The next Regular meeting is scheduled to be held on April 15, 2025 at 6:00 p.m.