

GLOVERSVILLE BOARD OF WATER COMMISSIONERS

MEETING MINUTES – JUNE 11, 2024

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 11, 2024, at 6:00 PM with President Capano presiding.

Roll Call

Commissioners-----

| | |
|------------|---------|
| Capano | PRESENT |
| White | PRESENT |
| Antonucci | PRESENT |
| Chittenden | ABSENT |
| Satterlee | PRESENT |

Others in Attendance: Water Superintendent, Anthony Mendetta; Account Clerk, Deborah Clukey.

The Clerk explained to the Board that she had Audits that she had to pull out of our regular Audit List. These items must be voted on separately due to a conflict with Commissioner Antonucci.

Audit #23329 in the amount of \$589.99 payable to Antonucci's Auto Repair needed to be voted on with Commissioner Antonucci having to abstain from voting to approve.

Commissioner Capano made a motion to approve Audit #23329 in the amount of \$589.99 payable to Antonucci's Auto Repair. Commissioner Satterlee seconded the motion.

| <u>Commissioner</u> | <u>Yes</u> | <u>No</u> | <u>Absent</u> | <u>Abstain</u> |
|---------------------|------------|-----------|---------------|----------------|
| Antonucci | | | | X |
| Satterlee | X | | | |
| Chittenden | | | X | |
| Capano | X | | | |
| White | X | | | |

The Clerk explained to the Board that she had Audits that she had to pull out of our regular Audit List. These items must be voted on separately due to a conflict with Commissioner Capano.

Audit #23375 in the amount of \$196.67 payable to Gloversville True Value needed to be voted on with Commissioner Capano having to abstain from voting to approve.

Commissioner Satterlee made a motion to approve Audit #23375 in the amount of \$196.67 payable to Gloversville True Value. Commissioner Antonucci seconded the motion.

| <u>Commissioner</u> | <u>Yes</u> | <u>No</u> | <u>Absent</u> | <u>Abstain</u> |
|---------------------|------------|-----------|---------------|----------------|
| Antonucci | X | | | |
| Satterlee | X | | | |
| Chittenden | | | X | |
| Capano | | | | X |
| White | X | | | |

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The remaining audited bills were presented and reviewed:

| | |
|------------------------------|-----------|
| United States Postal Service | -1,176.23 |
| United States Postal Service | -272.00 |
| Christine Linart | -706.65 |
| Christine Linart | -1,480.60 |
| Christopher R Jablonski | -60.00 |
| Commissioner of Finance | -2,905.43 |
| Frontier Communications Co | -468.29 |
| National Grid | -669.76 |
| Temp Force LP | -541.20 |
| Daily Gazette | -385.84 |
| FW Webb | -2,688.00 |
| Metropolitan Industries Inc | -90.00 |
| WB Mason Co Inc | -80.35 |
| Christine Linart | -1,833.93 |
| Big State Industrial Supply | -1,080.00 |
| Bobcat of Glov-Johnstown LLC | -276.68 |
| Century Linen Service, Inc | -60.71 |
| Core & Main | -3,877.83 |
| Ferguson Enterprises LLC | -705.12 |
| FW Webb | -448.80 |
| JM Berry Enterprises Inc | -180.00 |
| John Antonucci | -589.99 |
| National Grid | -1,258.33 |
| Robert C Cooper | -73.00 |
| Spectrum | -204.99 |
| Temp Force LP | -1,082.40 |
| The NYS Thruway | -6.22 |
| USABlueBook | -959.72 |
| WB Mason Co Inc | -248.31 |
| Zelker Elevator Co Inc | -1,399.55 |
| Anna May Yost | -1,048.20 |
| Arlene Smith | -1,048.20 |
| Barbara & Samuel Hillabrandt | -2,096.40 |
| Cheryl & Richard Kennedy | -2,096.40 |
| Dominic & Eleanor Donofrio | -2,096.40 |
| Joe & Laurie Liszewski | -2,096.40 |
| Karla Putman | -1,048.20 |
| Mark & Patricia Jagielski | -2,096.40 |

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| | |
|---|------------|
| Michael J Clukey | -1,048.20 |
| Michael LaPorta | -1,048.20 |
| Nancy Waffle | -1,048.20 |
| Phyllis Ecker | -1,048.20 |
| Robert E & Sandra Jackson | -2,096.40 |
| Robert Renda | -1,048.20 |
| Ted Penney | -1,048.20 |
| Thomas Jackson | -1,048.20 |
| William & Janice Blodgett | -2,096.40 |
| CDPHP | -23,016.46 |
| Fidelis Care | -500.45 |
| Bobcat of Glov-Johnstown LLC | -231.00 |
| Century Linen Service, Inc | -59.80 |
| Glenn Davis Valve Sol Inc | -13,000.00 |
| Jeffrey F Lehner dba JFL Inc of Fulton Co | -89.95 |
| Kingsboro Lumber Co Inc | -28.04 |
| National Grid | -443.69 |
| New York Section AWWA | -150.00 |
| Runnings Supply Inc | -290.76 |
| Slack Chemical Company Inc | -3,893.88 |
| Telecon Wireless | -396.09 |
| USABlueBook | -1,820.85 |
| WB Mason Co Inc | -194.36 |
| Ferguson Enterprises LLC | -1,021.37 |
| Howell Benefit, WEBSUR | -270.55 |
| POLLARDWATER | -118.52 |
| Twin Bridges Waste | -137.50 |
| Anthem BlueCross Retiree | -6,782.01 |
| Christine Linart | -1,446.95 |
| Gloversville True Value | -196.67 |
| Hummel's OP Inc | -250.00 |
| Temp Force LP | -405.90 |
| Zelker Elevator Co Inc | -28.47 |
| PR #20 W/E 5/11/24 | -20,114.05 |
| PR #20 W/E 5/11/24 SS | -1,479.21 |
| PR #21 W/E 5/18/24 | -23,170.35 |
| PR #21 W/E 5/18/24 SS | -1,713.00 |
| PR #22 W/E 5/25/24 | -25,912.84 |
| PR #22 W/E 5/25/24 SS | -1,925.71 |

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|------------------------|------------|
| PR #23 W/E 6/1/24 | -22,071.36 |
| PR #23 W/E 6/1/24 SS | -1,628.95 |
| Morgan White Admin Inc | -653.96 |

A motion was made by Commissioner Capano that the remaining audited bills listed above are ordered paid. The motion was seconded by Commissioner White.

| <u>Commissioner</u> | <u>Yes</u> | <u>No</u> | <u>Absent</u> | <u>Abstain</u> |
|---------------------|------------|-----------|---------------|----------------|
| Antonucci | X | | | |
| Satterlee | X | | | |
| Chittenden | | | X | |
| Capano | X | | | |
| White | X | | | |

CAPITAL PROJECT AUDIT:

The Capital Project Audit was presented by email and reviewed.

| | |
|----------------------|--------|
| C.T. Male Associates | 425.00 |
|----------------------|--------|

A motion was made by Commissioner Antonucci that the Capital Project audited bill listed above is ordered paid. The motion was seconded by Commissioner Capano.

| <u>Commissioner</u> | <u>Yes</u> | <u>No</u> | <u>Absent</u> | <u>Abstain</u> |
|---------------------|------------|-----------|---------------|----------------|
| Antonucci | X | | | |
| Satterlee | X | | | |
| Chittenden | | | X | |
| Capano | X | | | |
| White | X | | | |

A motion was made by Commissioner Capano to go into executive session for possible information of a contract with a third party. The motion was seconded by Commissioner White.

| <u>Commissioner</u> | <u>Yes</u> | <u>No</u> | <u>Absent</u> | <u>Abstain</u> |
|---------------------|------------|-----------|---------------|----------------|
| Antonucci | X | | | |
| Satterlee | X | | | |
| Chittenden | | | X | |
| Capano | X | | | |
| White | X | | | |

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A motion was made by Commissioner Satterlee to come out of executive session. The motion was seconded by Commissioner Antonucci.

| <u>Commissioner</u> | <u>Yes</u> | <u>No</u> | <u>Absent</u> | <u>Abstain</u> |
|---------------------|------------|-----------|---------------|----------------|
| Antonucci | X | | | |
| Satterlee | X | | | |
| Chittenden | | | X | |
| Capano | X | | | |
| White | X | | | |

The minutes for the May 14, 2024, were presented by email, and a motion was made to accept the minutes by Commissioner Capano. The motion was seconded by Commissioner White.

| <u>Commissioner</u> | <u>Yes</u> | <u>No</u> | <u>Absent</u> | <u>Abstain</u> |
|---------------------|------------|-----------|---------------|----------------|
| Antonucci | X | | | |
| Satterlee | X | | | |
| Chittenden | | | X | |
| Capano | X | | | |
| White | X | | | |

Superintendent's Report:

Superintendent Mendetta discussed the following issues with the Board:

1. Filtration Plant Project

The Superintendent spoke with EFC. They are on track to close on the grant funding by July 18, 2024. Jake Gordon is sending the updated plans to DOH for their review and comments based on the changes talked about at the special meeting held on April 30, 2024, and after talking with Avanti and other Control System Companies. It is unknown how long this will take. We can officially start the project once DOH signs off on it.

Filter 6 is out of service due to overnight water loss. The waste valve and influent valve have failed. The Superintendent had a meeting with EFC yesterday to discuss the option of being able to streamline buying the two valves, putting together a small bid, and then getting reimbursement for that if we go by EFC procurement procedures. EFC said that we are able to do that. Jake Gordon is putting together the bid for labor and working with EFC and DOH.

A motion was made by Commissioner Satterlee to purchase an 18" waste valve and a 14" influent valve at the total cost of \$20,256.00 from Capital Reserve Funds. The motion was seconded by Commissioner Capano.

| <u>Commissioner</u> | <u>Yes</u> | <u>No</u> | <u>Absent</u> | <u>Abstain</u> |
|---------------------|------------|-----------|---------------|----------------|
| Antonucci | X | | | |
| Satterlee | X | | | |
| Chittenden | | | X | |
| Capano | X | | | |
| White | X | | | |

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2. Lead Line Service Replacement

The Lead Line Service Replacement in house is going good. Currently 12 replacements have been completed. There have been some delays due to mark out issues.

3. Log Sale Bid

The Timber Bid opened on May 20, 2024. We received four bids as follows: Late submission by Wadsworth Logging Inc., we did not accept the bid, 3B Timber Company Inc. at \$110,600.00, Michael Lindacker Logging at \$136,135.00, and Prentiss & Carlisle Management Company at \$151,313.00.

A motion was made to accept the bid from Prentiss & Carlisle Management Company at \$151,313.00 by Commissioner Capano. The motion was seconded by Commissioner Antonucci.

| <u>Commissioner</u> | <u>Yes</u> | <u>No</u> | <u>Absent</u> | <u>Abstain</u> |
|---------------------|------------|-----------|---------------|----------------|
| Antonucci | X | | | |
| Satterlee | X | | | |
| Chittenden | | | X | |
| Capano | X | | | |
| White | X | | | |

4. Annual Water Quality Report

The annual water quality report copies are complete and available to all residents.

5. Lead Sample Headline

Sample bottles for the first 60 tests are done. We should get the results by the next meeting. The lead exceedance has a first draw then new EPA rules are five draws. They look at the first and the fifth draw and take the higher of the two.

6. Blue Triton

Blue Triton has wrapped up their study on spring water exploration. They are looking to put together a long-term contract. They are having a lawyer create the contract. They are continuing to explore options for another well site at Dixon Reservoir.

7. Rate Increase

The Board will review the year end balances report and then discuss possible rate increases for water usage and the infrastructure charge at the next meeting.

8. Pesticides License

Kolin Hallenbeck is in the process of taking his pesticides license online. He still has to pass a course through DEC. The Superintendent is looking to find a DEC course for him. Chris Ashbey (a retired employee) was the only one able to Copper Sulfate the Reservoirs. Chris' license will expire at the end of June. The Board agreed to ask Chris if he would be willing to renew his license if the Water Department pays for it so that we can continue to work under his license until Kolin is able to obtain his.

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Account Clerk’s Report:

1. Adjustments:

The Clerk had the following request for billing adjustments:

- 1) Request for Adjustment for 125 Washington St

Adjustment: Credit Water \$48.87, Credit Sewer \$13.90. Due to the bill sent in error. The property was a city owned auction property billed a minimum fee. Meter was not in.

Commissioner White made a motion to credit the above noted billing adjustments. The motion was seconded by Commissioner Satterlee.

| <u>Commissioner</u> | <u>Yes</u> | <u>No</u> | <u>Absent</u> | <u>Abstain</u> |
|---------------------|------------|-----------|---------------|----------------|
| Antonucci | X | | | |
| Satterlee | X | | | |
| Capano | X | | | |
| Chittenden | | | X | |
| White | X | | | |

Resolutions:

Water Board President Matt Capano Sponsored the following resolution and moved for its adoption:

RESOLUTION NO. 2024-07

RESOLUTION AUTHORIZING THE PRESIDENT OF THE GLOVERSVILLE BOARD OF WATER COMMISSIONERS TO SIGN AN EMPLOYMENT AGREEMENT WITH CINDY ALBERTINE TO BE APPOINTED AS THE CLERK OF THE WATER BOARD FOR THE GLOVERSVILLE WATER WORKS EFFECTIVE JUNE 24, 2024.

NOW, THEREFORE BE IT RESOLVED

WHEREAS, the Board of Water Commissioners having reviewed the annexed Employment Agreement and approving the same in form.

NOW THEREFORE, be it hereby

RESOLVED, that Matt Capano is authorized to execute the annexed Employment Agreement between the Board of Water Commissioners and Cindy Albertine for her appointment to Clerk of the Water Board for the Gloversville Water Works.

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

Votes Taken:

| | <u>Yes</u> | <u>No</u> |
|-------------------------|------------|-----------|
| Commissioner Capano | X | |
| Commissioner White | X | |
| Commissioner Antonucci | X | |
| Commissioner Chittenden | Absent | |
| Commissioner Satterlee | X | |

Adopted : June 11, 2024

Water Board President, Matt Capano sponsored the following resolution and moved for its adoption:

RESOLUTION NO. 2024-08

RESOLUTION AUTHORIZING THE ESTABLISHMENT OF A RESERVED FUND BALANCE ACCOUNT IN THE GENERAL FUND TO SET ASIDE A PORTION OF THE GLOVERSVILLE WATER DEPARTMENT'S UNRESERVED FUND BALANCE FOR FUTURE WATER INFRASTRUTURE IMPROVEMENTS.

WHEREAS, the Board of Water Commissioners, desires to establish a separate reserve fund balance in order to plan for future Infrastructure Improvement Projects; and

WHEREAS, the Board of Water Commissioners, desires to establish a new Infrastructure Reserve Fund account to commit moneys from our Unreserved Fund Balance to fund future Water Infrastructure Improvements and to further add funds to this account on a regular basis in future years.

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

BE IT RESOLVED, that there is hereby established a new Reserve Fund Balance account with a beginning balance in the amount of \$133,926.50 for the year ending December 31, 2023, in order to commit a portion of the Unreserved Fund Balance to include moneys collected from Infrastructure Fees which will be used to fund future Infrastructure Improvements.

BE IT FURTHER RESOLVED, that the hereby established new Infrastructure Reserve Fund be regularly maintained and increased in order to set aside a reasonable amount for future Infrastructure Improvements.

BE IF FURTHER RESOLVED, that the Account Clerk, Deborah Clukey is authorized to transfer \$133,926.50 from the General Fund Cash Account to a new Infrastructure Reserve Account effective December 31, 2023. With said transfer to establish a new Infrastructure Reserve account to commit a portion of the Unreserved Fund Balance to include Infrastructure Fees collected through December 31, 2023 to be set aside to pay for future Infrastructure Improvements.

BE IT FURTHER RESOLVED, except as otherwise provided by law, expenditures from this Reserve Fund shall be made only for the purpose for which the Reserve Fund is established. No expenditure shall be made from this Reserve Fund without the approval of this governing board.

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A motion was made by Commissioner Antonucci seconded by Commissioner Satterlee that the above resolution be adopted.

Votes Taken:

| | <u>Yes</u> | <u>No</u> |
|-------------------------|------------|-----------|
| Commissioner Capano | X | |
| Commissioner White | X | |
| Commissioner Antonucci | X | |
| Commissioner Chittenden | Absent | |
| Commissioner Satterlee | X | |

Adopted : June 11, 2024

Water Board President, Matt Capano sponsored the following resolution and moved for its adoption:

RESOLUTION NO. 2024-09

RESOLUTION AUTHORIZING THE TRANSFER OF FUNDS FROM THE GENERAL FUND CASH ACCOUNT TO COMMIT A PORTION OF THE GLOVERSVILLE WATER DEPARTMENT'S UNRESERVED FUND BALANCE TO BE SET ASIDE AS A RESERVE FUND FOR FUTURE DEBT PAYMENTS TO BE MADE FOR OUR GIGP METER REPLACEMENT PROJECT. WITH SAID RESOLUTION FURTHER

TO AUTHORIZE THE CLERK OF THE WATER BOARD TO TRANSFER FUNDS FROM THE GENERAL FUND CASH ACCOUNT TO SAID RESERVE FUND FOR DEBT.

WHEREAS, the Board of Water Commissioners of the City of Gloversville have proceeded with the following public project; the Gloversville Water Meter System Replacement Project (the "Project") which will include the replacement of all active 3G, AMR Meters and Meter Heads (approximately 5,664 meters) with new meters and heads with 5G, AMI Technology.

WHEREAS, the Board of Water Commissioners, desires to establish a separate debt reserve account in order to plan for future Bond Payments for said project; and

WHEREAS, the Board of Water Commissioners has approved a AMI Meter Fee, that will be charged to all residents and industrial accounts for each billing period. With fee amount to be set by the Board of Water Commissioners and approved by resolution.

WHEREAS, the Board of Water Commissioners, desires to have the Account Clerk, Deborah Clukey transfer from the General Fund Cash Account in the amount of \$32,200.00 to the Debt Reserve Account. With said transfer as the value of the remaining AMI Fees collected through December 31, 2023 after the deduction of fees for maintenance of AMI equipment/system software. With said transfer to establish a new Reserve Fund account to commit moneys to set aside to pay for future Bond Payments for our GIGP Meter Replacement Project.

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

BE IT RESOLVED, that there was hereby established a new Debt Reserve account per resolution 2023-7 effective December 31, 2022 with a beginning balance of \$686.00 in order to commit AMI Fees collected from customers through December 31, 2022 as a portion

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of the Unreserved Fund Balance which will be set aside to pay our share of expenditures for future Bond Payments for our GIGP Meter Replacement Project.

BE IT FURTHER RESOLVED, that the Board of Water Commissioners have approved to allow the Account Clerk, Deborah Clukey to transfer \$32,200.00 from the General Fund Cash Account to the Debt Reserve Account effective December 31, 2023. With said transfer to commit remaining AMI Fees collected through December 31, 2023 to be set aside to pay for future Bond Payments for our GIGP Meter Replacement Project.

BE IT FURTHER RESOLVED, except as otherwise provided by law, expenditures from this Reserve Fund shall be made only for the purpose for which the Reserve Fund is established. No expenditure shall be made from this Reserve Fund without the approval of this governing board.

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

Votes Taken:

| | <u>Yes</u> | <u>No</u> |
|-------------------------|------------|-----------|
| Commissioner Capano | X | |
| Commissioner White | X | |
| Commissioner Antonucci | X | |
| Commissioner Chittenden | Absent | |
| Commissioner Satterlee | X | |

Adopted : June 11,2024

Water Board President, Matt Capano sponsored the following resolution and moved for its adoption:

RESOLUTION NO. 2024-10

RESOLUTION AUTHORIZING THE TRANSFER OF FUNDS FROM THE GENERAL FUND CASH ACCOUNT TO THE EMPLOYEE BENEFITS RESERVE ACCOUNT AT THE VALUE OF SICK BANK ACCOUNTS FOR ACTIVE EMPLOYEES FOR THE YEAR ENDING DECEMBER 31, 2022. TO COMMIT A PORTION OF THE GLOVERSVILLE WATER DEPARTMENT'S UNRESERVED FUND BALANCE TO BE SET ASIDE AS A RESERVE FUND FOR FUTURE EMPLOYEE BENEFIT PAYMENTS MADE FROM EMPLOYEE SICK TIME BANK PURSUANT TO CURRENT CSEA BARGAINING AGREEMENT AND BOARD POLICY AS SET TO INCLUDE NON-UNION STAFF. PAYMENTS TO BE MADE AT EMPLOYEES RETIREMENT AND WITH SAID RESOLUTION TO FURTHER AUTHORIZE THE CLERK OF THE WATER BOARD TO TRANSFER FUNDS FROM THE GENERAL FUND CASH ACCOUNT TO SAID RESERVE FUND FOR EMPLOYEE BENEFITS.

WHEREAS, the Board of Water Commissioners of the City of Gloversville have made an agreement with the CSEA Local 1000 AFSCME AFL-CIO and with Non-Union Employees to allow them to accrue all unused sick time hours above 40 hours per year. With the monetary value of said accrued hours at the respective year's hourly rate to be set aside in a sick bank account. With Sick Bank accounts to be either used to offset the employee's share of Health Insurance premiums after retirement or with Sick Bank accounts to be paid in full to employees at retirement with their understanding that if buyout is selected, they will not be entitled to Health Coverage from the Gloversville Water Works after such payment has been issued.

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WHEREAS, the Board of Water Commissioners, has hereby established a separate Employee Benefit Reserve Fund per prior Resolution # 2023-8 to set aside funds for future Employee Benefit payments from Sick Bank Accounts pursuant to current CSEA Bargaining Agreement and Board policy as set to include Non-Union Employees; and

WHEREAS, the Board of Water Commissioners, desires to have the Account Clerk, Deborah Clukey to transfer funds from the General Fund Cash Account in the amount of \$13,339.12 as the value of Sick Bank Accounts for Active Employees for the year ending December 31, 2022 to the Employee Benefit Reserve Fund.

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

BE IT RESOLVED, that there was hereby established an Employee Benefit Reserve Account per Resolution# 2023-8 effective December 31, 2022. with a beginning balance of \$12,592.34 in order to commit Employee's Sick Bank values up to the year ending December 31, 2021 as a portion of the Unreserved Fund Balance which will be set aside to pay future Employee Benefit Payments for Sick Bank accounts upon retirement.

BE IT FURTHER RESOLVED, that the Board of Water Commissioners have approved to allow the Account Clerk, Deborah Clukey to transfer \$13,339.12 from the General Fund Cash Account to the Employee Benefit Reserve Account effective December 31, 2023. With said transfer to commit additional Sick Bank values up to the year ending December 31, 2022 as a portion of the Unreserved Fund Balance which will be set aside to pay future Employee Benefit Payments for Sick Bank Accounts upon retirement.

BE IT FURTHER RESOLVED, except as otherwise provided by law, expenditures from this Reserve Fund shall be made only for the purpose for which the Reserve Fund is established. No expenditure shall be made from this Reserve Fund without the approval of this governing board.

A motion was made by Commissioner Antonucci, seconded by Commissioner Satterlee, that the above resolution be adopted.

Votes Taken:

| | <u>Yes</u> | <u>No</u> |
|-------------------------|------------|-----------|
| Commissioner Capano | X | |
| Commissioner White | X | |
| Commissioner Antonucci | X | |
| Commissioner Chittenden | Absent | |
| Commissioner Satterlee | X | |

Adopted : June 11, 2024

A motion was made by Commissioner Satterlee to go into executive session at the request of the Superintendent to discuss a personnel matter. The motion was seconded by Commissioner Capano.

| <u>Commissioner</u> | <u>Yes</u> | <u>No</u> | <u>Absent</u> | <u>Abstain</u> |
|---------------------|------------|-----------|---------------|----------------|
| Antonucci | X | | | |
| Satterlee | X | | | |
| Chittenden | | | X | |
| Capano | X | | | |
| White | X | | | |

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A motion was made by Commissioner Capano to come out of executive session. The motion was seconded by Commissioner White.

| <u>Commissioner</u> | <u>Yes</u> | <u>No</u> | <u>Absent</u> | <u>Abstain</u> |
|---------------------|------------|-----------|---------------|----------------|
| Antonucci | X | | | |
| Satterlee | X | | | |
| Chittenden | | | X | |
| Capano | X | | | |
| White | X | | | |

A motion was made by Commissioner Satterlee to adjourn. The motion was seconded by Commissioner Antonucci.

| <u>Commissioner</u> | <u>Yes</u> | <u>No</u> | <u>Absent</u> | <u>Abstain</u> |
|---------------------|------------|-----------|---------------|----------------|
| Antonucci | X | | | |
| Satterlee | X | | | |
| Chittenden | | | X | |
| Capano | X | | | |
| White | X | | | |

The next meeting will be held on Tuesday, July 9, 2024 at 6:00 PM.