

# GLOVERSVILLE BOARD OF WATER COMMISSIONERS

MEETING MINUTES – JANUARY 19, 2022

The Annual Organizational meeting of the Board of Water Commissioners was held and brought to order at their office, 67-73 South Main Street Gloversville, NY on January 19, 2022, at 6:00 PM with President Antonucci presiding.

## Roll Call

<u>Commissioners</u>	
Antonucci	PRESENT
Isabella	PRESENT via Google Meet
Mauro	ABSENT
Robinson	PRESENT
Capano	PRESENT via Google Meet

**Others in Attendance:** Water Superintendent Anthony Mendetta; Clerk of the Board Christine Linart; Chief Plant Operator Andrew White; Students from Gloversville High School Zachary Springer, Garrett Dooling, Brad Renda, Kyle Brooks, Alivia Adamkoski, Lucas McSpirit, Meghan Hughes.

Christine then explained to the Board that she had a couple of Audits that she had to pull out of our regular Audit List.

These items must be voted on separately due to conflicts with Commissioner Isabella, Commissioner Capano, and Commissioner Antonucci.

The first Audit #21613 in the amount of \$41,240.00 payable to Dan's Excavation needed to be voted on with Commissioner Isabella having to abstain from voting to approve.

Commissioner Antonucci made a motion to approve Audit #21613 in the amount of \$41,240.00 payable to Dan's Excavation. The motion was seconded by Commissioner Robinson.

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

The next Audits #21661 & #1395 in the amounts of \$212.27 & \$15.78 payable to Gloversville True Value needed to be voted on with Commissioner Capano having to abstain from voting to approve.

Commissioner Robinson made a motion to approve Audits #21661 & #1395s in the amounts of \$212.27 & \$15.78 payable to Gloversville True Value. The motion was seconded by Commissioner Antonucci.

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

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The next Audit #21660 in the amount of \$875.30 payable to Wood n Lock needed to be voted on with Commissioner Antonucci having to abstain from voting to approve.

Commissioner Robinson made a motion to approve Audit #21660 in the amount of \$875.30 payable to Wood n Lock. The motion was seconded by Commissioner Isabella.

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

The remaining audited bills were presented and reviewed:

NYS & Local Retirement System	134,109.81
CG Roxane LLC	-1,759.20
New York Rural Water Association	-300.00
Fidellis Care	-297.00
Adam Hadcock	-1,200.00
Admar Supply Co Inc	-219.39
Century Linen Service, Inc	-36.75
CG Roxane LLC	-418.80
Christopher R Jablonski	-30.00
Core & Main	-33,272.31
Daily Gazette	-3.32
Dave Waldvogel	-3,800.00
Emmons Metro LLC	-15,588.50
Ferguson Enterprises LLC	-6,458.56
Frank & Harriet Ballou	-3,564.00
Frontier Communications Corporation	-91.93
Fulton County Dept of Waste	-28.48
G A Bove & Sons Inc	-2,039.46
Hummel's OP Inc	-25.98
John's Auto	-286.90
National Grid	-2,533.25
Nethaway Motorcar Co LLC	-390.90
Pitney Bowes	-1,974.00
Robert M Jackson	-980.40
Slack Chemical Company Inc	-2,696.00
St Andrews HVAC Contracting LLC	-1,750.00
Joshua J Wilson	-2,770.00
Warren Tire Service Inc	-332.45
WB Mason Co Inc	-441.80
Alvin Hichens	-250.00
Bernie Smith	-250.00
Chris Ashbey	-200.00
Eric Lentini	-250.00

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Garin S Malagisi	-200.00
Gary Henry Jr	-250.00
Jamie Mulhall	-200.00
Jesse Dutcher	-250.00
Kolin S Hallenbeck	-250.00
Matthew Conca	-250.00
Reid Persch	-250.00
Zach Palmer	-250.00
United States Postal Service	-679.51
United States Postal Service	-348.00
Dave Waldvogel	-3,000.00
Christopher R Jablonski	-480.00
Century Linen Service, Inc	-73.50
Christopher R Jablonski	-30.00
Commissioner of Finance	-1,131.35
Cranesville Block Company Inc	-86.69
Daily Gazette	-311.92
Dig Safely New York, Inc	-38.00
Empire BlueCross Retiree Solutions	-7,033.00
F&W Forestry Services Inc	-60,252.30
Ferguson Enterprises LLC	-1,643.36
Frontier Communications Corporation	-551.56
Fulton County Dept of Waste	-18.86
Fulton County Treasurer	-68,440.07
Holland Company Inc	-5,508.30
Howell Benefit Services, WEBSURANCE TRUST	-1,234.58
Jack Farrelly Company	-50,600.00
JH Consulting Group Inc	-711.00
Kingsboro Lumber Co Inc	-344.71
Municipal Emergency Services Inc	-1,540.45
MVP Health Care Inc	-21,742.96
MVP Select Care Inc	-50.00
National Grid	-57.66
NBT Credit Services	-1,541.35
Runnings Supply Inc	-111.70
Security Supply Corp	-951.93
Charter Communications Holdings LLC	-74.07
Stephen Miller General Contractor Inc	-80.00
Telecon Wireless	-277.26
Tri-County Fire Extinguishers LLC	-50.00
Joshua J Wilson	-209.88
WB Mason Co Inc	-29.88
William Wager Decorating Inc	-912.50
Payroll Account NBT Bank	-34,067.31
Payroll Account NBT Bank	-2,544.92
Payroll Account NBT Bank	-18,142.97
Payroll Account NBT Bank	-1,326.69

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Payroll Account NBT Bank	-18,217.49
Payroll Account NBT Bank	-1,332.39
Payroll Account NBT Bank	-19,736.98
Payroll Account NBT Bank	-1,439.33
Payroll Account NBT Bank	-22,638.40
Payroll Account NBT Bank	-1,671.63
Morgan White Administrators	-634.09
Frontier Communications Corporation	-311.01
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	<b>572,458.75</b>

## CAPITAL PROJECT AUDIT:

C.T. Male Associates -	\$	2,050.00
Gloversville True Value -	\$	15.78
D.N. Tanks Inc. -	\$	2,500.00
Board of Water Commissioners -	\$	148.10
Board of Water Commissioners -	\$	5,811.55
Board of Water Commissioners -	\$	1,520.00
Board of Water Commissioners -	\$	2,915.36

A motion was made by Commissioner Robinson that the audited bills listed above are ordered paid. The motion was seconded by Commissioner Isabella.

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

The minutes of the last meeting were presented, and a motion was made to accept the minutes by Commissioner Isabella. The motion was seconded by Commissioner Robinson.

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

## Elect President for the Current Year

Commissioner Antonucci nominated Commissioner Isabella as President for 2022. The motion was seconded by Commissioner Robinson.

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

**Elect Vice President for Current Year**

Commissioner Robinson nominated Commissioner Mauro as Vice President for 2022. The motion was seconded by Commissioner Antonucci.

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

**Appoint Clerk for the Current Year**

Commissioner Robinson made a motion, seconded by Commissioner Antonucci to appoint Christine Linart for the 2022 calendar year, as the Clerk of the Water Board.

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

**2022 Appointments: By President Isabella**

Audit Committee Chairman – Steve Mauro

Personnel Committee Chairman & Co-Chairman – Jim Robinson and Matt Capano

Commissioner Robinson made a motion, seconded by Commissioner Antonucci, that the regular meetings of the Board of Water Commissioners be held on (2nd) Tuesday each month until further notice at the time of 6:00 P.M.

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

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The Clerk of the Water Board presented the following motion and moved for its adoption:

That the following banks are hereby designated as depositories of funds belonging to the Board of Water Commissioners of the City of Gloversville during the year 2022. NBT Bank, JP Morgan Chase, Citizens, and Key Bank .Funds to be distributed as determined by the Clerk of the Water Board upon approval by the Board of Water Commissioners.

A motion was made by Commissioner Robinson seconded by Commissioner Isabella that the above motion be adopted.

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

Commissioner Antonucci made a motion, seconded by Commissioner Robinson to designate the Leader Herald and the Daily Gazette as newspapers and radio stations WENT and WIZR/WSRD and Spectrum as communications stations.

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

Commissioner Antonucci made a motion, seconded by Commissioner Robinson to establish the bulletin board in the hallway at City Hall, adjacent to the mayor's office as the location for posting of all official notices and our board in the Lobby at our office location at 67-73 South Main Street.

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

Clerk of the Water Board presented the following motion and moved for its adoption:

**WHEREAS**, it has been the custom to close the Water Department office on various holidays throughout the calendar year; and

**WHEREAS**, it is the desire of the Board of Water Commissioner to designate those days in advance.

**NOW, THEREFORE,**

**THAT** the Water Department offices will be closed on the following days:

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New Year's Day  
 Martin Luther King Day  
 President's Day  
 Memorial Day  
 Independence Day  
 Labor Day  
 Columbus Day  
 Veterans Day  
 Thanksgiving Day  
 Day after Thanksgiving  
 Christmas Day

And be it further;

that the Water Department office will be closed for a portion of the day as designated below, the times on the following days shall be considered paid holidays each year as scheduled by the mayor:

- A. Good Friday, but not less than two (2) hours;
- B. December 24th, but not less than four (4) hours;
- C. December 31st, but not less than four (4) hours;

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

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

**Superintendent's Report:**

Superintendent Mendetta discussed the following issues with the Board:

**1) Jackson Summit Spillway Project -** Anthony informed the Board that C.T. Male is still finishing the drawings for the project. We will have to go through another review and re-issuance of our Permit from DEC for the project because the original scope of work and specifications did not include the replacement of the Wing Walls and the Apron for the Jackson Summit Spillway Project. The permit will have to be reviewed again by DEC to include this additional work . After DEC approval, we should then be able to go out to bid for the Project. Anthony told the Board that he is still certain we will be on track to begin construction in the Spring/Summer of 2022.

**2) GIGP Meter Project-** Anthony contacted EFC again for an update on the status of our Grant Application as we still had not heard from them. Anthony was told by EFC that the contracts under internal review. Once approved, they will send the contracts for execution. The project will hopefully be able to begin in the spring of 2022.

**3) Discussion Fluoride Equipment/Treatment Issues-** Anthony explained to the Board that he asked Andrew to come to the meeting to discuss the future of Fluoride in our water. There has been talks in the past concerning issues we are having with the new Fluoride equipment and the feeding of Fluoride to our water. Anthony reminded the Board that we have not been able to feed Fluoride to our water supply for

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months. Anthony and Andrew met with Sarah from the Dept. of Health and another gentleman from NYS Rural Water . They took a look at the equipment and system we have and advised us that there are again some grants out there from the State to update Fluoride Equipment. Sarah and the Rep from NYS Rural Water recommended that we apply for grants to update our equipment to something different that will work better for us. Andrew explained that the Board could decide to stop feeding fluoride all together or go with the recommendation from the Dept of Health. The system recommended is a Fluoride Saturation System. The Saturation System takes the dry chemical fluoride and mixes it into a water solution to be pumped into the water supply. Anthony has had discussions with Sarah about the possibility of the Board deciding to remove the fluoride from our water system all together. If the Board does decide to remove fluoride, we will have to go through a process with the Dept of Health to include a public referendum to be voted on by the citizens of Gloversville. Andrew and Anthony explained that the Saturation System would be safer for the employee as the liquid fluoride that was also suggested prior, would involve required permits and hazard mitigation regulatory requirements through DEC that would have to be met for storage of the Chemical on site. Andrew and Anthony explained that the Saturation System using the dry chemical diluted in water would be safer for the employees. Andrew did tell the Board that the Dry Chemical system we use now is the cheapest way to go and that the Saturation System would be much more expensive as you would need 2 or 3 Saturation Tanks to meet demand and if we ever expanded in the future we would have to install more. Andrew stated that he feels that our best option may be to put it out to the Citizens to decide per public referendum. Commissioner Isabella asked if there was a cost to issue a public referendum and Anthony said he did not think there would be a cost. Anthony will contact the Election Board to find out the process and try to get it on the ballot if the Board gives the go ahead. It was discussed that we will have to come up with some kind of press release to the public to state our case for the removal of the fluoride. Anthony will put together a press release for the next meeting for the Board to review and as the Board if they would like to make a formal motion to remove fluoride. The Board also discussed the additional cost of keeping the fluoride in the water.

**4) Major Water Main Break- Kingsboro Ave:** Anthony wanted to discuss the recent major water main break on Kingsboro Ave. Anthony informed the Board that most of the expenses have been recorded and we are pushing a \$200,000 cost for the temporary repair of this break. Anthony reminded the Board that he contacted the City to ask about the possibility of getting funds from FEMA to help with the costs related to the break. Anthony looked into this and found that we barely met the criteria of \$212,000 at the County level for FEMA relief and will not qualify at the State Level at a criteria of 12 million statewide. Because this was an isolated incident and did not affect the entire State, we will not be eligible for FEMA reimbursement for the Water Main Break. Anthony went on to explain that the \$200,000 that we spent the day of the Break does not include the additional costs we will incur when we go back and perform a permanent fix on the infrastructure on Kingsboro Ave in the Spring. Anthony estimates the additional cost for the permanent infrastructure replacement to come in at approximately another \$150,000. Anthony met with the mayor today to ask if the City would be willing to give the Water Department any of the Covid relief funds they received to help us with the replacement and upgrades to that infrastructure. The mayor was willing to look into this for us and was supportive of the idea. The approval of this would have to go through the Council. Anthony will keep the Board updated on this.

**Clerks Report:**

1) Christine had a resolution for the Board to set fees for the Gloversville Water Department to assist residents in unthawing of frozen water services. The Board discussed our current policy of unthawing of frozen services. The Board also discussed a fee schedule based on the costs for our department to unthaw residents during the day and after hours where overtime is involved.

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

**RESOLUTION NO. 2022-1**

**RESOLUTION ADOPTING A NEW POLICY TO BE USED IN THE EVENT OF A FROZEN WATER SERVICE FOR CUSTOMERS WHO HAVE AN ACTIVE ACCOUNT WITH THE GLOVERSVILLE WATER DEPARTMENT.**



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**WHEREAS**, the Board of Water Commissioners wishes to create a formal written policy in the event of a request for assistance from the Gloversville Water Department to unthaw a Frozen Service(s) for customers who have an active account(s) with the Gloversville Water Works.

**WHEREAS**, the Board of Water Commissioners wishes to set a fee schedule for the unthawing of Frozen Services for customers who have an active account(s) with the Gloversville Water Works and who request such services from the Gloversville Water Department.

**NOW THEREFORE**, be it hereby

**RESOLVED**, that the Board of Water Commissioner's have executed the following fee schedule for requests for the unthawing of Frozen Water Services.

- 1) 1st request per Service Address per winter season : Free
- 2) 2nd request and all requests following per Service Address per winter season : \$200.00

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

Votes Taken:

	Yes	No
Commissioner Robinson	X	
Commissioner Antonucci	X	
Commissioner Mauro	ABSENT	
Commissioner Capano	X	
Commissioner Isabella	X	

Adopted : January 19, 2022

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2) *Christine had the following request for a billing adjustment:*

1) *Request for Adjustment for 129 Easterly Street due to a faulty meter.*

**Adjustment** : Credit Water \$163.49.

Commissioner Isabella made a motion to approve the above noted billing adjustment. The motion was seconded by Commissioner Capano.

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

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3) Christine received the following COVID relief Deferred Installment Plans: Homeowners must Self-Certify a Financial Hardship due to COVID-19

- 1) 108 North Street – COVID-19 Plan at \$173.66 for 6 months.
- 2) 67 Orchard Street- COVID-19 Plan at \$1,874.04 for 6 months.
- 3) 9 Burlington Ave - COVID-19 Plan at \$82.45 for 6 months.
- 4) 4 N. Water St - COVID-19 Plan at \$370.72 for 6 months.
- 5) 72 Spring St - COVID-19 Plan at \$282.62 for 6 months.
- 6) 6 N. Water St - COVID-19 Plan at \$298.21 for 6 months

Commissioner Antonucci made a motion to approve the above noted Deferred Payment Plans. Deferred Payment Plans with no Interest and Penalties and no down payment required contingent on self-certification of Financial Hardship due to COVID-19. The motion was seconded by Commissioner Robinson.

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

Commissioner Robinson made a motion to go into executive session to discuss employees. The motion was seconded by Commissioner Antonucci.

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

Commissioner Isabella made a motion to leave executive session. The motion was seconded by Commissioner Capano.

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

Commissioner Robinson made a motion to allow the Superintendent to purchase and implement Time Clocks for our employees. With (2) Time Clocks to be purchased from Time Logics for the Office and the Filtration Plant at a cost of \$1,158.00 to include a monthly fee for software maintenance at approximately \$60.00 per month. The motion was seconded by Commissioner Antonucci.

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

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*Commissioner Robinson made a motion to adjourn the meeting. Commissioner Antonucci seconded it.*

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

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The next meeting will be held on Tuesday February 8, 2022, at 6:00 PM.