

GLOVERSVILLE BOARD OF WATER COMMISSIONERS
MEETING MINUTES – JANUARY 21, 2021

The Annual Organizational meeting of the Board of Water Commissioners was held and brought to order virtually via Google Meet at their office, 67-73 South Main Street Gloversville, NY on January 21, 2020 at 6:00 PM with President Robinson presiding.

Roll Call

Commissioners-----

Robinson	PRESENT
Antonucci	PRESENT
Mauro	PRESENT
Isabella	PRESENT
Shell	ABSENT

Others in Attendance: Water Superintendent Anthony Mendetta; Clerk of the Board Christine Linart; Fire Chief Tom Groff

At this time in the meeting, Fire Chief, Tom Groff, wanted to say a few words to the Board. Tom told the Board that he only wanted to take up a few minutes of their time and that he appreciated us having him here at the meeting. Tom wanted to convey his thanks to us allowing them to use the Eagle Street water tower site to set up a Communications Antenna and repeater. Tom admitted that he didn't envision it being quite as large a project as it was. Tom told the Board that Steve Santa Maria told him it was just going to be a little repeater and a wire or two and that he had no idea it was going to be this extensive. However, it has improved their communications immensely. Tom said that they used to have issues with some of the dead spots in the City where their portables didn't work and they couldn't get a hold of the County. They had one instance where a firefighter's safety was involved. Somebody was getting upset and they couldn't get to the County to get a police escort and get some help. Tom went on to add that putting up this repeater and this antenna system has been amazing. He admitted that he can actually hear the guys on their portables at his house, in Morrisville. Tom again told the Board thank you for allowing them to put up the antenna and to set up the repeater and all the stuff that went with it. They were able to get a generator to have backup power. Tom said that in their field, communications is everything for them. And again, Tom stated that he appreciated not only Chris Satterlee's cooperation with the fire department of whom he always had a great relationship with, but Anthony's as well. In closing, Tom told the Board that the Water Department, Fire Department and Gloversville have always worked well together, and it's accredited to our staff and our people and he just want to say, thank you.

Commissioner Antonucci told Tom that he and the other Board members were very glad that it worked out for them. Tom said it did and that it has been a really great upgrade and long overdue. Commissioner Antonucci then asked if this antenna was for the Police Department as well. Tom told him that he did believe that there is an Antenna there and that the Police Department is going to use it also. Tom also explained that they will have a repeater set up in their Communications building there and that there is one additional antenna if Steve Santa Maria needs it for something else. Tom explained that they are undertaking a radio project in the County to try and improve communications there also. A Simulcast System, so they can improve paging and get a hold of people in the outer reaches of the County. The additional antenna may be used for this.

Tom asked if anyone had any other questions and the Board stated that they were all set. Tom then again thanked the Board. The Board then thanked Tom and told him to have a good evening. Tom then left the meeting.

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 Antonucci and Commissioner Mauro.

The first Audit #20933 in the amount of \$316.95 payable to Wood and Lock needed to be voted on with Commissioner Antonucci having to abstain from voting to approve.

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Commissioner Mauro made a motion to approve Audit #20933 in the amount of \$316.95 payable to Wood & Lock. The motion was seconded by Commissioner Robinson.

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

The next Audit #20949 in the amount of \$384.98 payable to S&J Enterprises needed to be voted on with Commissioner Mauro having to abstain from voting to approve.

Commissioner Antonucci made a motion to approve Audit#20949 in the amount of \$384.98 payable to S&J Enterprises. The motion was seconded by Commissioner Isabella.

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

The remaining audited bills were presented and reviewed:

Christopher R Jablonski	-2,500.00
NCL Government Capital	-250.00
Twist-It Designs	-216.00
Bobcat of Gloversville-Johnstown LLC	-955.00
Broadalbin MFG Corp	-100.00
Century Linen Service, Inc	-35.00
Cranesville Block Company Inc	-377.41
Frontier Communications Corporation	-98.25
G A Bove & Sons Inc	-1,658.92
H & M Equipment Co Inc	-399.00
Hach Company Inc	-62.98
JH Consulting Group Inc	-1,136.00
Metroland Business Machines Inc	-104.22
National Grid	-444.71
POLLARDWATER	-1,130.50
Ti-Sales Inc	-91.76
Tri-County Fire Extinguishers LLC	-440.00
WB Mason Co Inc	-418.57
United States Postal Service	-682.64
Big State Industrial Supply	-178.80
Century Linen Service, Inc	-35.00
Jeffrey F Lehner dba JFL Inc of Fulton Co	-91.15
Municipal Emergency Services Inc	-117.70

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National Grid	-205.43
WB Mason Co Inc	-183.39
Alvin Hichens	-250.00
Bernie Smith	-250.00
Chris Ashbey	-200.00
Eric Lentini	-250.00
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
Christopher Satterlee	-401.00
Petty Cash	-50.00
Christopher R Jablonski	-318.75
Dig Safely New York, Inc	-18.00
Empire BlueCross Retiree Solutions	-7,176.75
Ferguson Enterprises LLC	-4,845.46
Florida Blue	-4.70
Frontier Communications Corporation	-628.54
Fulton County Dept of Waste	-18.20
G A Bove & Sons Inc	-1,983.80
Gloversville True Value	-272.45
Goldberger & Kremer	-1,591.80
Home Depot	-345.54
Kingsboro Lumber Co Inc	-146.61
Morrisville State College	-325.00
MVP Health Care Inc	-22,674.38
MVP Select Care Inc	-52.50
National Grid	-1,484.13
Pitney Bowes	-1,974.00
POLLARDWATER	-1,680.60
Post Mark Ship Print Inc	-92.94
Runnings Supply Inc	-640.01
Security Supply Corp	-283.33
Sherwin-Williams Co	-90.81
Slack Chemical Company Inc	-1,952.00
Telecon Wireless	-237.99
Ti-Sales Inc	-450.04
United States Postal Service	-240.00
Deborah Clukey	-241.90
Payroll Account NBT Bank	-17,002.90
Payroll Account NBT Bank	-1,258.48
Payroll Account NBT Bank	-17,978.37
Payroll Account NBT Bank	-1,333.08

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Payroll Account NBT Bank	-19,585.72
Payroll Account NBT Bank	-1,455.99
Payroll Account NBT Bank	-19,966.91
Payroll Account NBT Bank	-1,477.50
	<u><u>-145,042.61</u></u>

CAPITAL PROJECT AUDIT:

Board of Water Commissioners -	\$ 1,460.00
Board of Water Commissioners -	\$ 2,493.40
Board of Water Commissioners -	\$ 13,082.71
Board of Water Commissioners -	\$ 7,262.67
Board of Water Commissioners -	\$ 1,229.10
S.C. Spencer Inc. -	\$118,180.79
RMB Mechanical Inc.	\$ 4,222.34

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

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

The minutes of the last meeting for December 14, 2020, for December 24, 2020 special meeting, and for December 28, 2020 special meeting were presented, and a motion was made to accept the minutes by Commissioner Mauro. The motion was seconded by Commissioner Antonucci.

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

Elect President for the Current Year

Commissioner Mauro nominated Commissioner Antonucci as President for 2021. The motion was seconded by Commissioner Robinson.

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

Elect Vice President for Current Year

Commissioner Antonucci nominated Commissioner Isabella as Vice President for 2021. The motion was seconded by Commissioner Mauro.

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

Appoint Clerk for the Current Year

Commissioner Antonucci made a motion, seconded by Commissioner Isabella to appoint Christine Linart for the 2021 calendar year, as the Clerk of the Water Board.

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

2021 Appointments: By President Gary Antonucci

**** During this time in the meeting, Christine kept cutting out of the meeting due to our bad internet. Anthony explained and the Board agreed, that we need to get Spectrum in here for our Internet. Anthony explained that we are looking into it because they actually ran a line to go to the Filtration Plant of which we have been waiting a long time for. As soon as Spring hits, they are going to finish running the line up to the Filtration Plant. After discussion, the Board did not want us to wait until Spring to get our offices hooked up with Spectrum. Anthony told them that we will look into it.**

Audit Committee Chairman – James Isabella

**** Anthony Reminded the Board that it is a negotiations year so the Personnel Committee will be in active negotiations with the CSEA Employees.**

Personnel Committee Chairman & Co-Chairman – Steve Mauro and Jim Robinson

It was discussed by the Board the option to change the meetings to Tuesday's from now on due to some conflicts for certain Board Members.

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Commissioner Robinson made a motion, seconded by Commissioner Mauro, that the regular meetings of the Board of Water Commissioners be held on (1) Tuesday per month while we are Virtual due to COVID until further notice. Upon regular meetings being held again in person; they will then be held the first and third Tuesdays of the month at the time of 6:00 P.M.

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

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 Groversville during the year 2021. 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 Mauro seconded by Commissioner Antonucci that the above motion be adopted.

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

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

Commissioner Antonucci made a motion, seconded by Commissioner Isabella 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.

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

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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:

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 Mauro that the above motion be adopted.

<u>Commissioner</u>	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Abstain</u>
Mauro	X			
Robinson	X			
Antonucci	X			
Isabella	X			
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Superintendent's Report:

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Superintendent Mendetta discussed the following issues with the Board:

1) Carbon Development Agreement - Anthony informed the Board that we have received the review of the Carbon Development Agreement from our attorney. Anthony provided the Board a copy of the agreement and letter from our Attorney in their meeting packets. Anthony admitted that he knows it's going to be a lot to go through and review because it's been so long. So, he asked the Board to please review that letter and agreement and we'll discuss it at the next board meeting. In addition to the referenced agreement that we started with the Nature Conservancy, Anthony, recently spoke with Wayne Tripp who has recommended a secondary carbon development company that he works with. Wayne told Anthony that this other company is giving some better carbon revenue numbers than the Nature Conservancy. Anthony suggested that the Board may want to consider getting another proposal so that we would ultimately have two different proposals from two different agencies instead of just going with one. Commissioner Mauro and the rest of the Board agreed that if there is someone else, to bring them into the mix. Anthony told them that he will talk with Wayne about getting in touch with the secondary company to discuss what they have to offer.

2) Jackson Summit Spillway Rehab - The State has finally issued grant funding for the CDBG grant. We are working closely with CT Male and Nick Zabawski to get this application submitted. It's due March 5th and is for 2020 funding. Anthony went on to say that sometime this summer we should hear back on that Grant. We will need to pass a new resolution for the Commitment of our share of the project funds based upon the updated cost for construction on the project. The commitment of funds will be somewhere ranging between \$225,000 to \$250,000. Anthony just wanted to give the Board the heads up that we will need to do that for the grant, similar to what we did last year. However, with updated costing we're probably looking at the project being around 1 Million dollars now roughly with the increase over the years from when we originally started planning this project. Anthony hopes to pass this resolution at our February meeting as we don't have a lot of time before the application is due. Commissioner Isabella asked if we were only able to use the Grant for the Jackson Summit Project Anthony told him that the CDBG grant is the only grant that we can qualify for the Jackson Summit rehab. This is our second go around and this grant which is geared towards the Water Dept. using CDBG funds to make up the difference of what we can't afford. That is where the commitment letter of funds comes in to play. We have exhausted all of our other options; we are willing to commit a certain amount of money as we can't afford it all. Therefore, we need CDBG's help to fund the rest of the project. Anthony is hopeful that we have thoroughly went over the 2019 de-briefing and learned from the mistakes we made when we applied for the grant in 2019. Hopefully with the re-submission in 2021 we will be able to get the Grant which will be huge for us. Anthony also told the Board that we could not pass the resolution at this meeting because we don't have the updated costs for construction and we really need an updated cost due to the price of building materials going up due to the Pandemic. C.T. Male is currently working on getting us updated cost estimates.

3) Fluoride Project – The Fluoride project is Complete. We are fully operational and feeding fluoride again. We did have an issue with the chemical that we had in storage for almost a year while the project was being done. We were able to get a hold of the company that we purchased the chemical from, and they took it back and replaced it with some new chemical. Our Chemical Company is going to be re-grinding the old, hardened fluoride and is sending it back to us when we need it. Other than that, everything seems to be going pretty well with that. Commissioner Mauro wanted to know what the problem was with the old supply of Fluoride. Anthony told him that he thought that due to the Chemical sitting for over a year, it hardened up. There was a lot of big chunks that could not be broke down in the Machine, which we're clogging the machine. Anthony also thinks the moisture in the room over time could have solidified it on us. We were just glad we could work out a deal with the Company to replace it. Anthony also told the Board that the entire project is 100% complete including them changing the door and the lock that we requested they fix.

4) Electrical Project- The electrical project is moving along well with no major problems. During the project, we did have an issue with our soft start system for our wash pumps. Downstairs in the basement we have two different pumps and they pump treated water from inside the Filtration Plant up to behind the Filtration plant where there's storage tanks. Every time we do a wash and make water, we have to use that water out of the wash tanks, which is quite often throughout the day. Upon a further investigation, it was determined that the current system is incredibly old and not in good shape. Repair/replacement of the soft start system for our wash pumps was not included in the original part of the project. So, we asked for pricing to upgrade this old system. We were not able to get a solid number yet, but the engineers

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provided us with a good estimate of what it will cost. The price will be for the new soft start system making it fully automatic and able to be controlled from a panel box at the Filtration Plant. This new system will include Telemetry so we can tell how much water is in the wash tanks at all times. The current system must be turned off and on manually and it does not have a way of telling us how much water is in the Wash Tanks. In addition to that, when Gary was doing a little job for us, he noticed that the wiring in the panel box down there was in bad shape. We think from all the chemical vapors over the years, the panel box became badly corroded out. We also are concerned that the panel box did not have its own separate breaker, because it is tied in from a different building. So, the replacement of the Panel box was an additional item that we asked for pricing on. That price came in at \$6,000. So basically, between upgrading the system for the wash soft starts for the wash tanks, the changing out of that panel box along with that one old knob & tube wire that goes down to the one of the house supply pumps, we're looking at about \$56,000. Anthony then told the Board that the project comes with a \$20,000 allowance for any change orders. Therefore, if this is something that we would like to get done, we are looking at a change order that we would have to approve of \$36,000 i.e. not to exceed \$36,000. Anthony told the Board that he thinks its pretty important, as we did have an issue a couple of times recently with the current soft start system. Recently, the current system was blowing fuses from the wiring being so old. When that happened, the system completely shut down and we were not able to tell that the wash tanks were empty. With the wash tanks being empty, we've been getting air coming into the Filtration plant all throughout the whole plumbing system, because there's no water in those tanks when the fuses are blowing. Commissioner Antonucci asked what percentage of the job was done and Anthony estimated the job at 65 to 70 % complete with no unforeseen problems. Commissioner Antonucci also asked how soon do they need to know about the change order for the wash tanks. Anthony informed Gary and the rest of the Board that we need to know as soon as possible because they need to order some of the VFD'S and other materials. Also, we really can't afford to let this project drag on any longer than what we've already approved being the end of February. Because, we took a short term ban out or bond, for the amount to do this. That payment is due back in April. So, we need them to be done and out of there at the end of February to give us time to get the paperwork together for EFC in March and submit it so we can get the \$750,000.00 back. Commissioner Antonucci then expressed his concern about how we are going to make sure we get the parts that the contractor orders back in time to complete the project. Anthony told him, that is why we need approval sooner rather than later. Commissioner Mauro then asked how we are financially set for this extra expenditure due to this change order. Anthony told Steve that he and Christine have gone over this as follows; We are getting \$750,000 back from EFC after the Electrical Project is done. The total for the Eagle Street Water Tank project with the Electrical Upgrade Project at the Plant was approximately 5 million dollars. This will leave us \$250,000 in our Capital Funds after paying off the Short-Term BAN of \$500,000. Part of the \$250,000 we would like to use for the Lagoons which are estimated to cost approximately \$160,000, so we should be just fine. Commissioner Antonucci then suggested that we call the contractor and get their feedback on whether or not they feel they can get the parts in on time. If it is positive and the contractor says its fine, then great. If the contractor says there is no way the parts will be here in time to finish by the end of February, then we decide on something else. Anthony then suggested another route we could go with this. Anthony suggested that we let them finish their job up so we can get this closed out and then we can always do an RFP separately for the change order work. We will just have to put it out to bid to other electricians to come in and do this work. Commissioner Mauro was then also worried about time loss. Anthony asked the Board if they would give him the authorization to find out from the contractor that, if they can get the parts and get it done before February, we go with SC Spencer doing it. If not, we will discuss at February's meeting, how we will do an RFP for this part of the project and we'll have to let other contractors bid on it. It will be a small RFP but that's how we'll have to do it because it's over \$35,000. Christine then suggested that they vote to approve the change order contingent on the contractor being able to provide the parts/equipment and being able to complete the installation of said parts/equipment before the completion date of February 28, 2021.

Commissioner Antonucci made a motion to approve the Change Order for our Electrical Project for the replacement of the Soft Start System for our Wash Pumps. To include replacement of panel box with its own dedicated breaker and replacement of old wiring going to one of our House Supply Pumps. With said Change Order not to exceed \$36,000 upon utilizing the \$20,000 allowance specified in the current Electrical Contract. This approval is to be contingent upon the contractor being able to provide the parts/equipment and being able to complete the installation of said parts/equipment before the completion date of February 28, 2021. The motion was seconded by Commissioner Mauro.

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Mauro	X			
Robinson	X			
Antonucci	X			
Isabella	X			
Shell			X	

Anthony then went on to say that this is a pretty straight forward project. They're running conduit; they're running outlets; they are running lights. The generator has been installed. Nimo's working on getting the service in. The poll has been set. They're working on tying over the Transformers. As soon as they have that done, then they'll run the service in which a lot of the main feeds have already been ran. The panel boxes are already set. We just wish that when we talk again about a complete rehab of electrical that they add everything to the project. Unfortunately, we're finding stuff that wasn't put into this project that really that should have been. Commissioner Mauro then asked why this happened, and he asked was it because it was missed by C.T. Male. Anthony then said that he felt that it was a combination between them and Jade Stone. Anthony also urged the Board to keep in mind that when this project was first thought about, it was five to six years ago, as well. So, it could have just been something that maybe was working okay then so they thought maybe they didn't need to install it. There is definitely a more modern way of doing it now and we have had proven issues with this now, so we don't want to continue to have these issues. It's not good when we get air like that in the filtration plant it's not easy to get it out of there. It's been a real nightmare for us a couple of times lately.

5) Lagoon Rehab Project- Anthony asked the Board members if they had a chance to review our preliminary engineer reports for the lagoons. The Board members all did review them. Anthony told the Board that while reading through the Preliminary Engineering Report for the lagoons there was not a lot of changes from our current system. We are basically, overhauling the existing infrastructure. The report calls for new pipe, new sedimentation, and steps for installation of required drainage. Anthony did talk with CT Male today about their price because their report included a very wide range in price. This wide range was based upon the amount of contractors who could potentially bid this project and the amount of material due to the fact that we do have one Lagoon that is completely not usable at this time. At this time one of our lagoons won't drain and we've had stagnant water sitting in there with who knows how much sludge. That sludge is going to physically have to be pumped out of there and removed which potentially could lead to a little bit of an increase in the cost of the project. That's where you're wide range in price is coming from. Therefore, if we're using the high-end dollar amount of \$160,000, the engineering report is basically straightforward. Anthony then again stated that it's obviously a high priority to get this done. Commissioner Antonucci asked if we were going to use the bagging system that has been mentioned in prior meetings for this project. Anthony told Gary and the other Board members that the Engineering report does reference the geotextile bags. The only thing with those is that we can't quite use them yet because we need to do a pilot study. So basically, before we could use these bags, we would have to do testing on our sludge to make sure that we don't have to potentially add an additional chemical to the coagulation to make it more solid. So that's something that once the lagoons get rehabbed, they'll come, and they'll set up a little pilot study and they'll check the density of the sludge. Then, after the Pilot is done, we would look to implement that bagging system down the road. So, there's more investigation with that that needs to be done. We would like to get the Boards approval to move forward with the engineering and design aspect of the Lagoon project. Referencing back to the \$750,000 that we're getting with having the \$250,000 extra. Anthony would like to use that money to fund this project so we can get it moving because we would like to be able to get it designed in the Spring and have it go out to bid. That way, the construction can take place in the summertime. Also, when we get ready in September October time, when it's our normal time to clean our basins and dump them into lagoons, we will have two brand new working lagoons done.

Commissioner Mauro made a motion to allow the Water Superintendent to contract with C.T. Male Associates to provide Engineering Services for Engineering and Design of and for our Lagoon Rehabilitation Project at the Filtration Plant. The motion was seconded by Commissioner Antonucci.

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Mauro	X			
Robinson	X			
Antonucci	X			
Isabella	X			
Shell			X	

6) Removal of Dangerous Trees – Dicrutallo Property – Anthony informed the Board that the trees have been removed near Albie and Connie Jo Dicrutallo's house. We will clean up and chip the brush of remaining trees in the spring when the weather is nice, and we have some summer help kids. The logger did not charge us for cutting the trees down. He wanted Anthony to let the board know that it has been a pleasure working for us and he appreciates all the help Bernie and Kolin have provided him with over the years. Anthony and the Board thought it was a nice gesture on his part. Anthony also informed the Board that the Dicrutallo's are very happy and appreciated us being so proactive with this issue.

7) Green Infrastructure Grant – Anthony informed the Board that Christine got an email about this grant that the State was giving, and she gave it over to him. Anthony looked at it and saw that one of the categories of this grant was for water efficiency, which is a brand-new category for the State. Normally this Green infrastructure grant was geared toward stormwater projects which we don't deal with. However, this year they increased the amount of grants that the State was giving to 18 million dollars, and they added a category to the grant for water efficiency. Upon further investigation, and looking into some of the qualifying projects under water efficiency, Anthony saw that this part of the grant was all geared towards giving money for meter installation. We then worked very diligently to compile a list of the number of meters that still need to be replaced with new 3mj meters. This grant pays 75% and we would have to fund the other 25%. Anthony gave the Board two (2) options to consider. In option number one, we have roughly 1978 ¾" meters and the prices per install in option1 were based upon a similar project that C.T. Male recently oversaw with close to the same amount of meters that we have left, for the town of Ballston. In reading down option #1 the cost of \$497,010 would be for a company to come in and finish installing these meters for us and we wouldn't have to worry about it. They would come in and get them done in a few months, and we would be done. Also, with option number 1, Anthony had to add in the cost to purchase ¾" and 1" meters because that wasn't part of the deal from Master Meter to supply us with the ¾" and 1" meters, we've been purchasing them ourselves. Now we instead, can utilize buying them through the Grant and get 75% of that cost back to us. For the ¾" and 1" meters, it's not a huge amount with 28 1" and 133 ¾" meters. Anthony was also able to get some baseline numbers from C.T. Male for certain items such as the lump sum cost of \$30,000 for contractor management; \$15,000 for any unforeseen issues that may arise; and \$10,000 to prepare bidding documents to get the project out to bid; preparing contracts; making recommendations. We will need a Pre-engineering report, which is due a month before we can submit for this grant for a total of \$4500 which is also reimbursable at the 75%. So, basically the cost to us to have a preliminary engineer report would be \$300. The one thing that isn't reimbursable up to 75% with this Grant application is having the Grant application prepared by Jim Thatcher. That cost is \$4,000. With everything together in Option #1. We have a grand total of \$605,373 25% cost for the project with the cost to us, if we decided to go with this option, of \$153,518. The remaining \$451,854 75 would be funded by the grant if awarded. Anthony then added a little note that we didn't think it was a good idea to add in the bigger meters over 1". We thought that to have the company do them would be too difficult in the event any major issues arise with these being such large volume meters. We felt that we would probably try to take care of those in-house since it's roughly only 50 bigger meters that need to be replaced. Anthony was hoping that our numbers were going to be a little bit better and they still might be, because the quotes are really based off of large cost estimates for each item. Anthony was hoping to utilize some of that \$750,000, part of that money, were getting back from EFC, to fully fund the Lagoon project and the offset the remaining balance of this project with the remaining \$40,000 that we would approximately have left. So, we would obviously, if we decided to go this route, would have to take from our Reserve funds which Christine has a better idea of what we currently have in there. Anthony then went over the second option. Nothing really changed in the install price from the company with Option #2. The only thing that was really different about the second option is that Master Meter and Ferguson make this meter system. It's called an Ami system. It's an automated system, where we would instead of driving around to read Meters, we would have them put up towers around the city which would send meter reader readings directly back to our office without having to drive around. With this system at any given time Christine could get on her computer and get the reading for any meter. Also, Christine could get immediate notification of a leak at a property as the Leak Detection indicators would come on, they would come right to a database

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at our at our building. The only downfall to this system , is that the current meter heads that we're putting in, the multi-jet meter heads, are not compatible with that system. So, we would need to upgrade to these new 5G meter heads. They're called Allegro meter heads. And so, there's another cost to do that as well and it is quite expensive. That's why the grand total for Option #2 is double that of Option#1. Anthony did not think the Board would want to take on Option#2 due to the cost, but he wanted to give them both options and he thought it was a good baseline to maybe think about going to this Ami system in the future. Commissioner Mauro stated that, it is definitely going to be down the road because we've got enough invested in this and it hasn't been a smooth transition to begin with. Anthony agreed and went on to tell the Board that he was a little bit excited when he saw this Grant come through because we've been going at this for years and years and we have had a lot of issues with estimating people. The Board is constantly approving this credit and that credit. We are also not getting accurate reads on people's meters. Therefore, to be able to get all these upgraded and transitioned to new meters would be a huge weight off our shoulders as a department. With this grant there is an opportunity to get some funding from the State. We do have a lot of other projects going on so, it will be up to the Board if they want to use/ utilize the rest of the capital funds that we're getting back from EFC and then obviously there would be a chunk of change that we would need to take from our Reserve account. Commissioner Antonucci asked if the 1978 5/8" meters in the proposals, are the meters that have not been done yet. Anthony told him that the 1978 5/8", the 133 3/4", and the 28 1" meters that are listed in the proposals have not been replaced yet. Therefore, those numbers are the meters that could potentially be dead and could be currently being estimated. Gary then asked about the deal we have with Master Meter and the meters we still have coming. Anthony stated that we do still have meters coming, we own the infrastructure. The price in this proposal would be for a company to come in and install the meters who would be under contract to get it done within a few months. Anthony then told Gary that we have been working on these meters for the last 3 years and we have roughly 2,500 more to do. Gary then asked about the time frame for the Company to get these done. Anthony stated that, we should be able to set our own terms and that he doesn't see why it could not be done in less than 6 months. Anthony reminded the Board members that this company is going to bring in multiple employees and that installing meters will be all that they will do. Also, the company will not get paid until all the meters are installed, every one. Gary also asked about Johnstown going after the grant too and Anthony told him that it won't matter because we are a separate municipality and he didn't think that Johnstown would be able to get their application together in time right now. Gary also did not understand the lump sum amount of \$30,000 for contractor management Anthony explained that this amount is not for construction observation. This lump sum cost is for contractor management which would be the amount to the company for coordinating subcontractors, sending certified mail to homeowners, scheduling with homeowners, providing scheduling updates etc.. Anthony told the Board that the \$30,000 is probably a high dollar estimate of what somebody would put into their bid, when they go to bid this out for certain things like hiring subcontractors, sending out mail and coordinating to get in and out of these houses. The other lump sum of \$15,000 would be part of the contract for any unforeseen issues. For instance, if they're going in and out of houses and they snap off somebody's water service and sever it on the inside then, they may have to hire somebody to run them a new water service or things like that might happen. Gary then asked if we were to get this grant, when would we receive the funds. Anthony explained that the Grant application is due February 12th and we should get the award announcement in the summer around the same time as the CDBG Grant. If we were awarded the grant, Anthony estimates that we would be able to start the meter replacements in the fall. Also, being that we are still putting meters in daily, that will also drive the cost down when it comes time for this project to start. It will cost us \$4,300 to submit the application for this grant, \$4,000 for the Grant application and then it will cost \$4,500 for a preliminary engineering report that we must have. However, we will be able submit for 75% back on the engineering report even if we don't get the grant. So, in the end we will only have to pay \$300 for the Engineering Report. Commissioner Isabella pointed out that we are not making a decision right now to move forward with this project and spend this money. We are only making a decision to move forward and have the Preliminary Engineering Report completed and to submit the application. Gary asked if this project will interfere with the Lead Service Replacements. Anthony said that it will not interfere, he actually thought it will help us because we won't need to dedicate employees to installing meters. If we have a company coming in, we can probably get more lead line services done. It may allow us to split up and do (2) two lead services per day of which we get reimbursed for through the Lead Service Grant. Gary then expressed his concern about people not wanting to let the company in due to COVID and them putting a stipulation in the contract concerning residents refusal to grant access. Anthony explained that this issue will not be on us to resolve, it will be on the company. If we are awarded this grant the company will not get paid until they have installed all the meters per the contract. Anthony also explained that these proposals are representative of the worst case scenario. If this comes in too high, we do not have to award a contract.

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Commissioner Isabella made a motion to approve the have a Preliminary Engineering Report done for the Green Infrastructure Grant Application to apply for Grant funds to complete our meter replacement project as per Option#1. The motion was seconded by Commissioner Antonucci.

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

8) Credit Card for Office: Anthony told the Board that he got an application from NBT Bank to get us a business credit card if they would approve. We are running into an issue when we have to book a hotel room for employees to go away to school, as they are requiring a credit card. We have also ran into an issue where we may be able to buy something cheaper through Amazon or another online vendor, but we don't have a credit card to be able to do so. NBT Bank who we obviously do a lot of our banking through, offers a credit card to us with 0% interest for 18 months. We will never accrue interest on it, it will be just another means of being able to do business. Anthony asked for the board's approval to go ahead and submit the application for that. The card will have the Board of Water Commissioner's as the name on it and will be regulated to having Anthony listed as the only signer on the account.

Commissioner Mauro made a motion to allow Anthony to apply for a NBT Credit Card for the Water Department to use for purchases approved by the Water Superintendent, Clerk of the Water Board and Chairman of the Audit Committee. The motion was seconded by Commissioner Robinson.

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

9) Green Lumber Request for Extension- Anthony informed the Board that Green Lumber has requested an extension to the agreement made on January 21, 2019 between us and Green Lumber. They would like to extend the timber sale agreement until March 30, 2022. The reason for the extension is that with the weather, there is no way they can get into the site to remove all the trees they purchased by the end of March of this year. Green Lumber is looking to extend the agreement another year with all other terms and conditions remaining intact. Anthony needed the approval for Gary to sign the extension as our new President.

Commissioner Isabella made a motion to allow the President of the Water Department, Gary Antonucci to sign an agreement extending our contract agreement dated January 21, 2019 with Green Lumber until March 30, 2022. The motion was seconded by Commissioner Robinson.

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

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10) Dental Plan for Employees – Anthony informed the Board that the employees of the Gloversville Water Dept. are looking into joining a Dental Plan as a group. The Employees agree to fully fund it and offer it to anyone who wants to join and pay the premiums themselves. To do so we need the Board's approval. We would also like to open this plan up to our retirees. Basically, they would fully fund it as well. Anthony then also asked the Board for their approval to let us manage the plan for the retirees. To manage the plan, we would set it up on a basis where we would send them a letter informing them of the plan that is being offered, the price for the plan, and that payments would be due first of the month. If payment is not made within 10 days of the due date we cancel the plan. The active employees will have their premiums deducted out of their paychecks on a weekly basis. This Plan will be at a zero cost to the Water Board.

Commissioner Isabella made a motion to allow the Employees and Retirees to join a Dental Plan of their own choosing and of their own expense. The Water Board will allow the office staff to manage the plan for the Employees and Retirees to include taking care of enrollments and payments to be collected and allocated to the plan. The Motion was seconded by Commissioner Antonucci.

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

Clerks Report:

1) Christine had a couple of resolutions for the Board to look over and approve. The first resolution was to reverse/ remove interest and penalties on the Water and Sewer portion of the demolition properties for Fulton County. The second resolution was that the Board of Water Commissioners has to declare their intent to act as lead agency under the New York State Environmental Quality review act for the proposed Jackson Summit Reservoir Dam Spillway reconstruction project.

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

RESOLUTION NO. 2021-1

RESOLUTION AUTHORIZING THE CLERK OF THE WATER BOARD TO REMOVE INTEREST AND PENALTIES FOR THE WATER AND SEWER PORTION OF CERTAIN SCHEDULED DEMOLITION PARCELS WITHIN THE CITY OF GLOVERSVILLE

WHEREAS, the Common Council of the City of Gloversville has authorized the removal of the interest and penalties for the Sewer Portion of certain scheduled demolition parcels within the City of Gloversville per Resolution #161-2020

WHEREAS, the County has requested that the Board of Water Commissioners, in addition, remove the interest and penalties on the Water Portion for the following parcels below:

- 76 Washington Street
- 63 Division Street

NOW THEREFORE, be it hereby

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RESOLVED, that the Board of Water Commissioners authorize the removal of the interest and penalties for the Water and Sewer Portion of the above parcels as follows:

	Water Portion	Sewer/Infra Portion
76 Washington Street	\$184.82	\$86.34
63 Division Street	\$120.50	\$15.96

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

Votes Taken:

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

Adopted : January 19,2021

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

RESOLUTION NO. 2021-2

RESOLUTION OF THE GLOVERSVILLE BOARD OF WATER COMMISSIONERS WITH AN ADDRESS OF 67-73 S. MAIN STREET, GLOVERSVILLE NEW YORK 12078 TO DECLARE THEIR INTENT TO ACT AS LEAD AGENCY UNDER THE NEW YORK STATE ENVIRONMENTAL QUALITY REVIEW ACT (SEQRA) FOR THE PROPOSED JACKSON SUMMIT RESERVOIR DAM SPILLWAY RECONSTRUCTION PROJECT AND TO FURTHER PURSUANT TO RESOLUTION# 2019-6 DECLARE SAID PROJECT TO BE A TYPE II ACTION ACCORDING TO THE NEW YORK STATE ENVIRONMENTAL QUALITY REVIEW ACT (SEQRA) REGULATIONS AND NOT SUBJECT TO ANY FURTHER REVIEW.

WHEREAS, the Gloversville Water Works own and operates a water supply, treatment, and distribution system for the City of Gloversville, New York; and

WHEREAS, the City of Gloversville's Water Works, Jackson Summit Reservoir Dam Spillway Reconstruction Project involves the reconstruction of the existing west service spillway, stump removals, site grading, and installation of weir boxes. The proposed actions will address the deficiencies identified in the engineering assessment and previous NYSDEC inspection letters.

WHEREAS, the Water Works has retained C.T. Male Associates to prepare an engineering report and scope of work for the reconstruction of the Jackson Summit Reservoir Dam Spillway.

WHEREAS, the City of Gloversville Water Department has determined that the Project will not exceed any of the Type 1 thresholds in 6 NYCRR Part 617.4, and that the project activities will not have significant adverse impacts on the environment. The Project activities generally fall within the types of activities considered Type II actions, as summarized above.

NOW, THEREFORE, this 19th day of January be it

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RESOLVED, that the Gloversville Water Works Board of Water Commissioners hereby designates itself as "Lead Agency" under SEQRA for the review of the Jackson Summit Reservoir Dam Spillway Reconstruction Project.

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

Votes Taken:

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

Adopted : January 19, 2021

2) Christine told the Board that in October they had approved an adjustment to a bill at 8 East 11th Avenue. We approved a credit based on the estimate being too high. The homeowners said that the house was empty for the rest of the year. However, we did make the adjustment contingent on them letting us into the house to verify that they were not using water and to put a new meter in. Since that time, they have not allowed us into the property to do so. So we can't really get a gauge to see what they're using or what they were using. We can't even do a data log. The also paid the entire bill, so we would like to rescind that adjustment.

Commissioner Mauro made a motion to rescind and cancel the billing adjustment made in October of 2020 for the property located at 8 East 11th Avenue. With adjustment to be rescinded due to the homeowner not complying with our requests for access to our meter for verification of the water bill in question. The Motion was seconded by Commissioner Isabella.

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

3) *Christine had the following requests for billing adjustments:*

1) *Request for Adjustment for 48 James St. -Alvin went there and verified that there was no meter and there was no piping in the property. New owner purchased in August and he wants us to reverse this bill because there was actually no meter there.*

Adjustment : Credit Water \$37.18; Credit Sewer \$14.35.

2) *Request for Adjustment for 31 West 12th Avenue - The owner passed away and her daughter called us and said that it was vacant after 9/7/2020. We estimated the read based on her being there the whole entire time. Debbie did verify that she passed away verified the obituary in the paper.*

Adjustment: Credit Water \$50.80; Credit Sewer \$28.84; Credit Infra \$10.46.

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3) Request for Adjustment for 14 Curtis Street - the estimate was too high. House was vacant from July to present. Alvin went and verified that the house was vacant and that it's for sale. Christine went back made an adjustment to charge her from July until now.

Adjustment: Credit Water \$77.69; Credit Sewer \$65.21; Credit Infra \$23.65.

Commissioner Antonucci made a motion to approve the above noted billing adjustments. The motion was seconded by Commissioner Robinson.

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

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

- 1) 30 Woodside Avenue – COVID-19 Plan at \$188.42 for 5 months.
- 2) 250 East Fulton Street- COVID-19 Plan at \$79.84 for 4 months.
- 3) 10 Dean Street - COVID-19 Plan at \$113.04 for 4 months.
- 4) 10 Grandoe Lane - COVID-19 Plan at \$109.48 for 7 months.

Commissioner Isabella made a motion to approve the above noted Deferred Payment Plans for the Properties at 30 Woodside Avenue, 250 East Fulton Street, 10 Dean Street, and 10 Grandoe Lane. 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 Antonucci.

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

Commissioner Mauro made a motion to go into executive session to discuss an employee. The motion was seconded by Commissioner Antonucci.

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

Commissioner Antonucci made a motion to leave executive session. The motion was seconded by Commissioner Robinson.

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

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

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

The next meeting will be held Virtually via Google Meet on Tuesday February 9, 2021 at 6pm.