

GLOVERSVILLE BOARD OF WATER COMMISSIONERS

MEETING MINUTES – OCTOBER 11, 2022

The Regular meeting of the Board of Water Commissioners was held and brought to order at their offices located at 67-73 South Main Street, Gloversville, NY on October 11, 2022, at 6:00PM with President Isabella presiding.

Roll Call

Commissioners-----

Isabella	PRESENT
Mauro	PRESENT
Antonucci	PRESENT
Robinson	VACANCY
Capano	PRESENT

Others in Attendance: Water Superintendent; Anthony Mendetta; Clerk of the Water Board; Christine Linart; Chief Plant Operator; Andrew White; and Tim White.

Christine explained to the Board that she had an Audit that she had to pull out of our regular audit list. This item must be voted on separately due to a conflict with Commissioner Mauro. The Audit# 22183 in the amount of \$248.41 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 # 22183 payable to S&J Enterprises. The motion was seconded by Commissioner Capano.

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

Christine explained to the Board that she had an Audit that she had to pull out of our regular audit list. This item must be voted on separately due to a conflict with Commissioner Isabella. The Audit# 22154 in the amount of \$78,240.00 payable to Main Motors needed to be voted on with Commissioner Isabella having to abstain from voting to approve.

Commissioner Antonucci made a motion to approve Audit # 22154 payable to Main Motors. The motion was seconded by Commissioner Mauro.

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

Christine explained to the Board that she had an Audit that she had to pull out of our regular audit list. This item must be voted on separately due to a conflict with Commissioner Antonucci. The Audit# 22175 in the amount of \$83.70 payable to Wood & 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 # 22175 payable to Wood & Lock. The motion was seconded by Commissioner Capano.

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

Christine 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. Regular Audits# 22176 for \$387.83 and Capital Project Audits # 1433 for \$317.18, #1437 for \$201.98, and # 1438 in the amount of \$131.33 payable to Gloversville True Value needed to be voted on with Commissioner Capano having to abstain from voting to approve.

Commissioner Antonucci made a motion to approve Regular Audit # 22176 and Capital Project Audits #1433, #1437, & # 1438 payable to Gloversville True Value. The motion was seconded by Commissioner Isabella.

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

The remaining audited bills were presented and reviewed.

Donald J Stock	-1,600.00
Andrew White	-77.40
United States Postal Service	-300.00
South Shore Sales	-11,153.00
Amrex Chemical Co Inc	-5,016.00
Cranesville Block Company Inc	-58.28
Emmons Metro LLC	-3,692.00
Empire BlueCross Retiree Solutions	-13,503.36
Florida Blue	-449.20
JH Consulting Group Inc	-1,136.00
National Grid	-2,244.11
Santander Bank N.A.	-30,531.50
WB Mason Co Inc	-116.36
Andrew White	-50.00
Fidelis Care	-467.71
Bobcat of Gloversville-Johnstown LLC	-296.20
CDPHP	-22,754.00
Century Linen Service, Inc	-79.52
Christopher R Jablonski	-289.99
Commissioner of Finance	-2,446.66
Core & Main	-361.84
Curtin-Hebert Machine	-125.00
Daily Gazette	-296.40

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Data West Corporation Inc	-540.00
Dig Safely New York, Inc	-22.00
Emmons Metro LLC	-1,387.50
Ferguson Enterprises LLC	-21.28
Frontier Communications Corporation	-747.73
Fulton County Dept of Waste	-22.26
G A Bove & Sons Inc	-1,851.76
JH Consulting Group Inc	-714.00
Kingsboro Lumber Co Inc	-98.58
Mirabito	-907.74
National Grid	-790.38
NBT Credit Services	-152.94
Runnings Supply Inc	-208.24
Spectrum	-97.98
Telecon Wireless	-403.80
USABlueBook	-749.31
VOID	0.00
Payroll Account NBT Bank	-18,119.69
Payroll Account NBT Bank	-1,317.50
Payroll Account NBT Bank	-18,510.19
Payroll Account NBT Bank	-1,347.35
Payroll Account NBT Bank	-18,093.74
Payroll Account NBT Bank	-1,315.51
	-164,464.01

CAPITAL PROJECT AUDIT:

Board of Water Commissioners	\$128.33
Kingsboro Lumber Co.	\$145.20
Goderie's Tree Farm	\$145.00
SPHS Johnstown (Security Supply)	\$ 62.62
Gorman Bros.	\$854.25

A motion was made by Commissioner Antonucci that the remaining audited bills are ordered paid. The motion was seconded by Commissioner Mauro.

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

The minutes of the last meeting were presented. A motion was made to accept the minutes by Commissioner Mauro. The motion was seconded by Commissioner Isabella.

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

Anthony informed the Board that he received a letter from James Robinson resigning from the Water Board. The letter stated that he regrets to inform us of his resignation and that it has been a pleasure to work with the Board.

Commissioner Capano made a motion to accept the resignation of James Robinson from the Board of Water Commissioners. The motion was seconded by Commissioner Mauro.

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

Anthony wanted to announce Mr. Tim White as our next possible Water Board member to take the place of James Robinson. President Isabella signed a letter to the mayor for his approval to appoint Tim White to the Water Board until the general election in November. Anthony told the Board that he needed the Board's official approval to appoint Mr. White to take over James Robinson's vacant seat on the Board until the General Election, contingent on approval from the mayor.

Commissioner Isabella made a motion to appoint Tim White to the Gloversville Board of Water Commissioners until the General Election in November, placing him on the Ballot contingent on the mayor's approval. The motion was seconded by Commissioner Mauro.

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

Superintendent's Report:

Superintendent Mendetta discussed the following issues with the Board:

- 1) **GIGP Meter Project :** Anthony informed the Board that the we are projecting that the install company will start installing meters by the end of November early December. In house, we have already started installing new meters anytime we get calls to re-connect a service. We also have received a shipment of R900R Reader Boxes that we are installing in place of our old ARB boxes on all houses that already have old Neptune meters installed. If they still read, we will leave the old meter in place until it requires replacement. We will be gaining one other new meter at Hudson Dye as today we had to dig up and repair a gate there that was leaking very badly. We are still lacking responses from a couple of our Commercial/Industrial Accounts for installation of new meters. These customers will be receiving final notices by registered mail and will be facing shut off if they do not respond. Anthony will also try to make phone calls once again to set up appointments for meter installations.

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- 2) **Lead Line Service Replacement Project:** Anthony informed the Board that we have done very well with our Lead Line Replacements this year. We are now winding down. We have one more year on our contract with DOH, unless we are extended. We recently asked for permission to purchase a used Blacktop Roller to use for Road Restoration while replacing Lead Services. Christine reached out to Steve Marshall from DOH to see if the purchase could be covered under the Lead Line Project Grant. Christine and Anthony also presented quotes to Mr. Marshall to rent this equipment. Anthony explained that the cost to rent the equipment would be anywhere from \$2800 to \$3200 per month while the cost to purchase would be \$13,900. The Board then discussed how often we would use the roller for these services. Anthony explained that we would use it every day. Christine told the Board and Anthony that she received an e-mail today from Doug Treacy from DOH who works with Mr. Marshall and told her that he is looking into whether or not we can purchase the roller under the Lead Service Grant. Mr. Treacy just needs some further information such as how many months per year would we be using the Roller. Anthony expressed his concern with this program as we are beating up our equipment and possibly paying more to maintain our equipment than we are receiving in reimbursements from DOH for its use on this project. Anthony and the Board then went on to discuss how to proceed in the future in regard to using our equipment for Lead Line Service Replacements. The Board and Anthony discussed renting equipment in the future to be covered under the grant rather than using our own equipment and beating our equipment up. We also discussed renting other small equipment such as demo saws, etc. saving on future repair costs.

- 3) **Water Treatment Plant Infrastructure Rehab Project:** We are currently going back and forth with the pilot study for the new conditioner. We are currently working with C.T. Male to make some minor revisions requested by Sarah from the Dept. of Health. We are waiting for the results of our State Revolving Fund (SRF) financing applications, before we move forward. These applications have been submitted for State low interest/no interest loans for this project. We need to see how the rates come in for future financing so that we can plan accordingly along with our current bond debt. We have been awarded 3 million in grant money for this project which will come in at approximately 5.1 million dollars. If we move forward, we will be looking at another 2.1-million-dollar bond we will have to take out. Part of the project may have to wait depending on what we as a department feel we can afford. Anthony and Andrew both expressed that the Valves at the plant are the priority at this time. Anthony and Andrew explained that the valves that were replaced 15 years ago are currently seized up. Andrew explained that the valves were hooked up to water rather than an air compressor system which has caused terrible corrosion in the actuators, that now wont drive anymore. Andrew explained that he now has his employees walking around with handheld air compressors to manually open and close the valves. Some of the waste valves are so far gone that they can't even use the handheld compressors. Commissioner Mauro was very disappointed with this as this should have been brought to their attention when we originally replaced these valves. Some of the control valves that go to the actuators are so old that they get water back feeding into them causing them to become deadlocked. Filter #5 is currently out of service due to this issue. Commissioner Mauro expressed his disappointment with issues regarding equipment and products that are not holding up. Andrew also suggested that we look at other options for the Conditioner. Anthony pointed out that if we put the conditioner off, we have already received grant money for the project that we may not receive again. Commissioner Isabella suggested that when the time comes, we see where we stand and consider what makes more sense the new West Tech system or building a new conditioner similar to one we have. Andrew explained that they were just trying to look at an option that was more technologically advanced. He also pointed out that the West tech system would eliminate us having to send guys down into the hole to clean out sludge once per year and the West tech system would improve water quality with tube settlers which provide more significant settling before your filters which increases your filter run times and efficiency. However, if the West Tech system is too expensive and because it is relatively new, we may want to rebuild our current system which has lasted 80 + years.

- 4) **Fluoride Surveys:** Anthony informed the Board that we are still getting responses back on our Fluoride surveys we sent out to customers in their water bills. The majority at this time are still in favor of keeping Fluoride in our water. Since the last meeting we did receive a Foil request from Carol Koptf . She has requested all memos, reports, phone records, and meeting minutes regarding fluoridation.

- 5) **Outside Bulk Water Sales:** Anthony informed the Board that we have been receiving an increasing number of requests from outside companies/individuals who want to purchase bulk water from us. We have had requests from individuals to fill their

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tanks/trucks with our water for camps, farms etc. We have also received requests from contractors for small jobs. We do not have an official policy/rate schedule for this type of sale. The Board and Anthony discussed various options.

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

RESOLUTION NO. 2022-18

RESOLUTION ADOPTING A NEW POLICY TO BE USED IN THE EVENT OF A REQUEST FOR PURCHASE OF BULK WATER FROM GLOVERSVILLE WATER WORKS.

WHEREAS, the Board of Water Commissioners wishes would adopt a formal written policy in the event of a request for purchase of Bulk Water from the Gloversville Water Department.

WHEREAS, the Board of Water Commissioners wishes to set a fee schedule for the purchase of Bulk Water by individuals and or contractors who request such services from the Gloversville Water Department.

WHEREAS, The Board of Water Commissioners wishes to set a policy for collection and payment of said fee schedule for the payment of Bulk Water provided by the Gloversville Water Works for individuals and or contractors 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 purchase of Bulk Water. Along with additional policy set to include payment procedures for the following fees.

- 1) From 0 to 5,000 Gallons per occurrence - \$100.00 – non-Contractors
\$175.00 – Contractors
- 2) From 5,000 to 10,000 Gallons per occurrence - \$150.00- non-Contractors
\$225.00- Contractors
- 3) 10,000 gallons and over per occurrence - \$225.00 – Non – Contractors
\$300.00 – Contractors
- 4) For Contractors – For Resale - \$100.00 per Tanker Load up to 7,500 Gallons.
- 5) Individual and or Contractor requesting purchase of Bulk Water shall be billed the appropriate fees via an invoice per the Gloversville Water Works. With invoice to be payable 30 days from the original invoice date. If invoice is not paid within 30 days from the original invoice date. Superintendent or Clerk of the Water Board will suspend Bulk Water Purchases in the Future and may turn over to the City Attorney for collection.

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

Votes Taken

	<u>Yes</u>	<u>No</u>
Commissioner Isabella	X	
Commissioner Antonucci	X	
Commissioner Mauro	X	
Commissioner Capano	X	
VACANCY		

Adopted : October 11, 2022

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- 6) **Blue Triton/(Formerly Nestle Water) -** Anthony informed the Board that he signed the Access Agreement with Blue Triton and they have been up to our Dickson Site re-installing their monitoring equipment to test site as a potential spring water source. Blue Triton did agree to pay \$7,500 per 6 months for access to Dickson Site.
- 7) **Budget Workshop:** Anthony informed the Board that he would like to hold a Budget Workshop meeting on October 25, 2022. Christine and Anthony have been working to put together a preliminary budget for the Board to go over, make any changes and try to finalize to be approved at our December meeting. Anthony put it out to all of our employees for the departments and they did not have any major requests. Jesse put in for a new backhoe which we have put in for with our new grant request. In the meantime, Anthony has Jesse getting us a quote for servicing of the entire Backhoe to include repair/replacement of the Ram.
- 8) **Replacement Bernie Water Shed:** Anthony informed the Board that he did hire a new employee for our T&D Department so that Eric Lentini could be transferred to the Water Shed to be trained before Bernie Smith retires. The new employee is from Gloversville he is 23 years old and has some contracting experience. The new employee's name is Cion Dimezza. In December, when Bernie retires Eric will be moving into the caretaker house. Anthony discussed that we need to get into Bernie's house to see what work it needs. We will try to do so in the coming weeks.

Clerks Report:

- 1) **Mail Folder Inserter Machine:** Christine informed the Board at the last meeting that our Mail Folder Inserter machine that we purchased from Pitney Bowes a couple of years ago is working terrible. Christine informed the Board that the representative from Pitney Bowes will not return our phone calls at this time. The machine from Quadiant was approximately \$10,119.00 with a maintenance contract of \$1,500 per year. The Board also suggested that we get pricing for an outside company to outsource processing our bills for mailing. Christine would like to add approximately \$12,000.00 to the budget to cover the price of a new machine. Deb and Christine went to demo this machine which is a newer version of the Neo-post machine we have been using as a back-up. The Board would like Christine to have the City Attorney write a letter to Pitney Bowes to deal with the malfunctioning machine that has not worked right since we purchased it in 2019. The Board agreed to put \$12,000.00 in the budget but would also like the Clerk to get other quotes for this machine and also to see about getting prices to contract out this service. The Board would also like us to get some references on how the new machine operates.

A motion was made by Commissioner Capano to allow the Clerk to add \$12,000.00 to the Budget for 2023 for the purchase of a new Mail Folder Inserter Machine and a cost of no more than \$12,000.00 to include an annual maintenance contract. The motion was seconded by Commissioner Mauro.

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

A motion was made by Commissioner Mauro to enter into executive session for formation of a potential contract with a Third Party. 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>
Isabella	X			
Mauro	X			
Antonucci	X			
VACANCY				
Capano	X			

A motion was made by Commissioner Mauro to leave executive session. The motion was seconded by Commissioner Antonucci.

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

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

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

The next meeting will be held on Tuesday November 15, at 6:00pm at our office.