

**GLOVERSVILLE BOARD OF WATER COMMISSIONERS**  
**MEETING MINUTES – DECEMBER 13, 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 December 13, 2022, at 6:00PM with President Isabella presiding.

**Roll Call**

**Commissioners-----**

Isabella	PRESENT
Mauro	PRESENT
Antonucci	PRESENT
White	PRESENT
Capano	ABSENT

**Others in Attendance:** Water Superintendent; Anthony Mendetta; Clerk of the Water Board; Christine Linart; Chief Plant Operator; Andrew 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 Antonucci. The Audit#22297 in the amount of \$165.00 payable to Wood & Lock needed to be voted on with Commissioner Antonucci having to abstain from voting to approve.

Commissioner Mauro made a motion to approve Audit # 22297 payable to Wood & Lock. The motion was seconded by Commissioner Isabella.

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

Christine explained to the Board that she had another 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# 22303 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# 22303 payable to S&J Enterprises. The motion was seconded by Commissioner Isabella.

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

The remaining audited bills were presented and reviewed.

Donald J Stock	-1,100.00
United States Postal Service	-300.00
Donald J Stock	-500.00

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Century Linen Service, Inc	-45.50
Christopher R Jablonski	-30.00
Commissioner of Finance	-1,637.97
Cranesville Block Company Inc	-80.12
Daily Gazette	-98.28
Florida Blue	-449.20
G A Bove & Sons Inc	-1,917.21
Gloversville True Value	-360.42
Jeffrey F Lehner dba JFL Inc of Fulton Co	-195.65
National Grid	-1,374.42
Ti-Sales Inc	-2,173.52
WB Mason Co Inc	-237.98
Anna May Yost	-1,020.60
Arlene Smith	-1,020.60
Barbara Hillabrandt	-1,020.60
Cheryl Kennedy	-1,020.60
Dominic & Eleanor Donofrio	-2,041.20
Janice Blodgett	-1,020.60
Joe Liszewski	-1,020.60
Karla Putman	-1,020.60
Laurie Liszewski	-170.10
Mark A Jagielski	-1,020.60
Michael J Clukey	-1,020.60
Michael LaPorta	-1,020.60
Nancy Waffle	-1,020.60
Patricia Jagielski	-1,020.60
Phyllis Ecker	-1,020.60
Richard Kennedy	-1,020.60
Robert E & Sandra Jackson	-2,041.20
Robert M Jackson	-1,122.60
Robert Renda	-1,020.60
Samuel Hillabrandt	-1,020.60
Ted Penney	-1,020.60
Thomas Jackson	-1,020.60
William Blodgett	-1,020.60
Charlton Tavern	-755.42
Eccentric Club	-1,815.21
Anthony Mendetta	-136.38
NYS & Local Retirement System	-101,588.77
Christopher R Jablonski	-150.00
Fidelis Care	-467.71
Amrex Chemical Co Inc	-6,048.00
CDPHP	-24,222.00
Century Linen Service, Inc	-45.50
Commissioner of Finance	-2,336.76
Cushing Stone Company Inc	-75.50
Daily Gazette	-292.85
Data West Corporation Inc	-630.00
David Snell	-626.00
Empire BlueCross Retiree Solutions	-6,751.68

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F&W Forestry Services Inc	-27,000.00
Florida Blue	-179.60
Frontier Communications Corporation	-870.45
Holland Company Inc	-6,890.80
JH Consulting Group Inc	-1,136.00
L&L Embroidery Inc	-112.00
Monroe Tractor & Imp Co Inc	-156.27
National Grid	-994.15
Scott Fiorino	-494.00
Slack Chemical Company Inc	-3,965.00
Spectrum	-97.98
Telecon Wireless	-403.59
Tolls by Mail Processing Center	-3.34
WB Mason Co Inc	-234.06
NBT Credit Services	-345.79
Payroll Account NBT Bank	-19,091.34
Payroll Account NBT Bank	-1,395.75
Payroll Account NBT Bank	-20,052.81
Payroll Account NBT Bank	-1,460.50
Payroll Account NBT Bank	-19,138.44
Payroll Account NBT Bank	-1,386.52
Payroll Account NBT Bank	-19,564.86
Payroll Account NBT Bank	-1,420.00
	<u><u>-307,601.80</u></u>

**CAPITAL PROJECT AUDIT:**

Ti-Sales Inc	-	<u>\$569,387.44</u>
Ti-Sales Inc	-	<u>\$ 10,258.10</u>
C.T. Male Associates -		<u>\$ 10,552.00</u>
Core & Main Inc. -		<u>\$ 4,152.42</u>
Ti-Sales Inc	-	<u>\$ 2,770.62</u>

A motion was made by Commissioner Isabella 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			
White	X			
Capano			X	

The minutes of the last regular meeting held on November 15, 2022, were presented. A motion was made to accept the minutes by Commissioner White. The motion was seconded by Commissioner Antonucci.

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

Chemical bids for 2023 were opened and the bids were as follows:

Company	Sodium Hexameata Phosphate	Sodium Fluro Sillicate	Soda Ash	Chlorine Gas
Amrex Chemical	<b>\$90.00/50lb bag</b>	<b>\$122.50/50lb bag</b>	\$22.00/50lb bag	<b>\$427.50 /150lb Cyl</b>
Shannon Chemical	\$157.39/50lb bag	NO BID	NO BID	NO BID
Slack Chemical	NO BID	NO BID	<b>\$21.89/50lb bag</b>	\$499.78/150lb Cyl
Surpass Chemical	NO BID	NO BID	\$22.30/50lb bag	NO BID

A motion was made by Commissioner Isabella and seconded by Commissioner Mauro to award the Chemical Bids for 2023 as follows:

Sodium Hexameata Phosphate	Amrex Chemical Co.	@ \$90.00/50 lbs.
Sodium Fluro Sillicate	Amrex Chemical Co.	@ \$122.50/50 lbs.
Soda Ash	Slack Chemical Co.	@ \$ 21.89/50 lbs.
Chlorine Gas	Amrex Chemical Co.	@ \$427.50/150 lbs. Cylinder

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

**Superintendent's Report:**

Superintendent Mendetta discussed the following issues with the Board:

- 1) **GIGP Meter Project :** Anthony informed the Board that we are still on track for our kickoff of the new Meter Installations on January 11<sup>th</sup>. We have a meet and greet meeting with the installation company Hydro Utilities at our office tomorrow and at the shop. On January 10<sup>th</sup> we will be installing meters in (5) locations as a test to make sure the paperwork is filled out correctly for new meter information to be inputted into our billing system. As for the Commercial and Industrial meter installations, we are still waiting on Forest Hill Towers and Extended Care to fix their valves. We are still working on getting new R900R Radio boxes installed on all of our ARB meter locations we should have them all wrapped up by the end of this month. As far as the industrial/commercial consumption figures, we are seeing a significant increase especially for Nathan Littauer Hospital where we had been estimating their consumption at 99,000 cu ft for the last several years. Our latest actual read put them at using 146,000 cubic feet per month. Apparently the reason for estimating for those years was that the hospital had a broken valve and we could

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not shut the water off. Anthony recently coordinated with their Engineer and the hospital hired Tri-Valley Heating and Plumbing to come in and fix the valve. When Anthony went in to come up with a game plan to replace the meter, they traced the pipes back and found a brand new shut off valve that was able shut the whole system down so we could make the replacement. We did have to do this in the middle of the night, but we now have a working meter at the hospital with new valves and a working bypass so if we need to make repairs in the future we can bypass the water, repair or replace our meter and we will never have to estimate them again. Extended Care has the same issue, so Anthony is working with their engineer to replace that meter as we are also estimating the low side of that meter as well. In other Industrial/Commercial meters we are also seeing some increase in consumption with the replacement of their old meters with new Neptune Meters. We did leave approximately 6 Octave Ultrasonic Meters in a few of our locations that were relatively new. We had our old representative from Master Meter come in and he was gracious enough to help us re-program these meters to read with our new Neptune system. We will eventually phase them out, as Anthony did not see the point in removing fairly new meters all at once at a cost of \$50,000. All of the meters and parts are on site to begin installations and the installation company has begun to hire extra workers for our installs. The installation company has told Anthony that they prefer for hire general contractors who have general building knowledge.

- 2) **Jackson Summit Reservoir Project:** Anthony informed the Board that the construction for the project has now ended for the Winter. However, we did have an issue when they went to install the new vaults. The valve that needed to be replaced was listed as an 18 inch valve, The actual valve that needed replacing was a 20 inch valve. Keller had ordered all of the materials including the valve to replace at an 18 inch valve not 20. Luckily, we had the material for the 20 inch replacement in house. Anthony looked back at his text messages from last year and found that we measured the pipe and gave C.T. Male the 20 inch measurement. Therefore, it looks like C.T. Male made a mistake when issuing the plans. Anthony is now waiting to hear back from C.T. Male and Keller on some sort of adjustment for the error in the plans and the difference in cost between the 18- and 20-inch pipe and related materials. We also had to have Pleasant Square Fire Department up at the site for several hours as we needed to keep feeding water into the creek so that we did not suck air into the raw water line. The Fire Department allowed us to use their fire truck for several hours. Anthony explained that we found that there is a low level drain and control valves in a gate house that was put in in the late 1800s. These valves do not work at all. This is a major issue as we could not shut the water down if the Dam had a failure. Anthony wanted to warn the Board ahead of time that we will have a change order for this to get these valves replaced. Anthony has the contractor Keller getting together a price for the valve replacement. Anthony also spoke to Wayne Tripp our forester to produce additional log sales this year to supplement our revenue to cover this change order. Anthony also submitted another Change Order to the Board that was previously discussed to rescind the award of Alternate #2 under the contract for full replacement of the Wing Walls and replace it with the award of Alternate #1 for repair of the Wing Walls. This Change Order will result in a small increase of \$7,500. Therefore, with going with Alternate#1 and the additional cost of \$7,500 to do so, the Contract price is now at \$1,217,934.70. Anthony reminded the Board that we received a 1 million dollar CDBG grant which now puts our cost share at \$217,934.70. Anthony also talked to Jake on a cost estimate to fix the low level drains and valves which came in at about \$80,000 this will put us short on our funding for this project. Again Anthony has asked our forester to look for some additional marking of some timber on our land to try and cover the additional costs for the low level drain and valve replacements. Anthony informed the Board that in our last log sale, the loggers are finding that a lot of our Pine trees have red rot them. Anthony would like to take a look at our remaining Pine Tree population and try to cut these trees before they get red rot and are not worth anything. Anthony did warn the Board that if we cut these additional pine trees the landscape of the Water Shed will probably look a little rough at first. These pine trees will eventually die and fall if we do not cut them and at that point would not be worth any money.

Commissioner Mauro asked Anthony about a proposal to put a Solar Panel Field up at the Plant. Anthony explained that this was included in the proposed Water Treatment Plant Infrastructure Upgrade Project. Commissioner Mauro then expressed his concern with this as he was talking with a customer about solar panels. Mr. Mauro's customer informed him that the day you install solar panels, they begin to die. Mr. Mauro's customer also claims that Solar panels are radioactive and that the radioactive material can leach out into the ground needing cleanup when you begin looking to dispose of them. If this is the case, Commissioner Mauro suggested that we think twice before we consider installing a Solar Field. The Hydro-Turbine relocation was discussed again as a alternative to the installation of a Solar Field as an option for a alternate power source at the plant.

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Anthony went on to inform the Board that with the Jackson Summit Project we must have our Engineering Assessment updated once the Project is completed. Anthony would like to include the cost of this update in the project as part of our \$50,000 contingency set aside for this project. The cost for C.T. Male to prepare the updated Engineering Assessment and to submit it to DEC came in at \$17,500.00. Anthony then went over the breakdown/justification for the additional \$7,500 in costs for the Change Order going from Alternate#2 to Alternate#1 in the contract. Therefore, the actual change order incorporating the \$7,500 increase came in at a decrease of the contract in the amount of \$301,765.36. Because of the help we received from Pleasant Square, Anthony suggested that the Board make some sort of donation to the Fire Department.

A motion was made by Commissioner Antonucci to make a donation of \$500.00 on behalf of the Gloversville Water Department to the Pleasant Square Fire Department for their help with our Jackson Summit Spillway Project. The motion was seconded by Commissioner Isabella.

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

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

### RESOLUTION NO. 2022-21

**RESOLUTION OF THE GLOVERSVILLE BOARD OF WATER COMMISSIONERS WITH AN ADDRESS OF 67-73 S. MAIN STREET, GLOVERSVILLE NEW YORK 12078 AUTHORIZING THE APPROVAL OF CHANGE ORDER #1 UNDER THE WATER DEPARTMENTS CONTRACT FOR THE JACKSON SUMMIT RESERVOIR DAM SPILLWAY RECONSTRUCTION PROJECT.**

**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 water service spillway, stump removals, site grading, and installation of weir boxes.

**WHEREAS**, in a prior Resolution the Water Board rescinded the Award under our Jackson Summit Reservoir Dam Reconstruction Project of Alternate Bid#2 and replaced it with Alternate Bid #1 for work outlined to be performed by W.m. J Keller & Sons Construction.

**WHEREAS**, W.m. J Keller & Sons have issued a Change Order #1 for the project to include additional costs accrued with the change to have W.m. J Keller & Sons perform work as outlined in Alternate#1 in lieu of Alternate #2.

**NOW, THEREFORE**, be it hereby

**RESOLVED**, that the Water Superintendent is authorized to move forward and approve Change Order #1 from W.m. J Keller & Sons. With said Change Order approved which changes the scope of work from Base plus Alternate#2 to base plus Alternate#1 in our contract for our Jackson Summit Reservoir Dam Spillway Reconstruction Project.

**RESOLVED**, by the Board of Water Commissioners that the Water Superintendent is authorized to approve Change Order #1 a copy of which is attached to this Resolution. With Change Order #1 to reflect a net decrease of \$301,765.36 which includes the additional costs in the amount of \$7,500.00 deducted to cover accrued costs to W.m. J Keller for the Change from Alternate #2 to Alternate#1. With contract price now equal to \$1,217,934.70.

Date of Issuance: 12/7/2022	Effective Date: 12/7/2022
Owner: Gloversville Water Works	Owner's Contract No.:
Contractor: Wm. J. Keller and Sons	Contractor's Project No.:
Engineer: C.T. Male Associates	Engineer's Project No.: 17.7414
Project: Jackson Summit Spillway Replacement Project	Contract Name: General Construction

The Contract is modified as follows upon execution of this Change Order:

**Description:**

*This change order changes the scope of work from Base plus Alternate 2 to Base plus Alternate 1.*

Attachments: *Breakdown of Costs Accrued by Wm J Keller associated with this Change.*

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES <i>[note changes in Milestones if applicable]</i>
Original Contract Price: <u>\$ 1,519,700.06</u>	Original Contract Times: Substantial Completion: <u>8/1/2023</u> Ready for Final Payment: <u>9/1/2023</u> days or dates
Change from previously approved Change Orders : <u>\$0.00</u>	Increase from previously approved Change Orders: 0 days. Substantial Completion: <u>8/1/2023</u> Ready for Final Payment: <u>9/1/2023</u>
Contract Price prior to this Change Order: <u>\$1,519,700.06</u>	Contract Times prior to this Change Order: Substantial Completion: <u>8/1/2023</u> Ready for Final Payment: <u>9/1/2023</u> days or dates
Decrease of this Change Order: <u>\$ 301,765.36</u>	Increase of this Change Order: 0 days Substantial Completion: <u>8/1/2023</u> Ready for Final Payment: <u>9/1/2023</u> days or dates
Contract Price incorporating this Change Order: <u>\$ 1,217,934.70</u>	Contract Times with all approved Change Orders: Substantial Completion: <u>8/1/2023</u> Ready for Final Payment: <u>9/1/2023</u> days or dates

By: <u><i>Jacob Gordon</i></u> Engineer (if required)	By: <u><i>City M</i></u> Owner (Authorized Signature)	By: <u><i>Dylan Walton</i></u> Contractor (Authorized Signature)
Title: <u>Project Manager</u>	Title: <u>Superintendent</u>	Title: <u>P.M. / Estimator</u>
Date: <u>12/20/2022</u>	Date: <u>12/14/22</u>	Date: <u>3/6/23</u>

Approved by Funding Agency (if applicable)

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Title: \_\_\_\_\_

## Gordon, Jake

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**From:** Nate Kuyrkendall <nkuyrkendall@wjkeller.com>  
**Sent:** Tuesday, November 22, 2022 12:36 PM  
**To:** Gordon, Jake  
**Cc:** Ward Kuyrkendall; Dylan Walton; N Morris; Dufek, Kevin  
**Subject:** RE: Jackson Summit Spillway Reconstruction: CONTRACT ALTERNATE CHANGE

Jake – Please see below and let me know if there are any questions.

### **Additional Costs:**

Detailing Costs: \$2,000.00

Admin Costs: \$4,500.00

1. Cofferdam:
  1. Field verify water depths by Keller Superintendent (additional time for new location)
  2. Onsite meeting with portadam to check depth for alternate #2 cofferdam location
  3. Office time required to change system with portadam after finalizing alternate #2 plan
2. Spillway pour planning:
  1. Research and time spend working on pour joint locations and meeting with field personnel for spillway pour
  2. Research and time spend on RFIs/submittals for split face waterstop alternate
  3. Research and time spend on forming systems and pour sequences for walls
  4. Time spent reviewing rebar shop drawings for spillway
3. Performing quantity verifications for a second time so we order the correct amount of materials
4. Time spend calling suppliers/subcontractors notify them of the desired change and working to minimize/eliminate extra costs to the owner.

Profit and Overhead: 15% \$1,000.00

Thanks,  
Nate

**From:** Gordon, Jake <j.gordon@ctmale.com>  
**Sent:** Monday, November 21, 2022 4:20 PM  
**To:** Nate Kuyrkendall <nkuyrkendall@wjkeller.com>  
**Cc:** Ward Kuyrkendall <wkuyrkendall@wjkeller.com>; Dylan Walton <dwalton@wjkeller.com>; N Morris <nmorris@wjkeller.com>; Dufek, Kevin <k.dufek@ctmale.com>  
**Subject:** RE: Jackson Summit Spillway Reconstruction: CONTRACT ALTERNATE CHANGE

Thanks Nate. Can you break this down a bit more for the Owner? The superintendent will be asked the same by his Board. Let me what the detailing is costing you to change and just summarize with a bullet list the Admin costs which you are incurring. I appreciate it.

Thanks.

Jake Gordon, P.E.  
C.T. MALE ASSOCIATES



**From:** Nate Kuyrkendall <[nkuyrkendall@wjkeller.com](mailto:nkuyrkendall@wjkeller.com)>  
**Sent:** Monday, November 21, 2022 11:46 AM  
**To:** Gordon, Jake <[j.gordon@ctmale.com](mailto:j.gordon@ctmale.com)>  
**Cc:** Ward Kuyrkendall <[wkuyrkendall@wjkeller.com](mailto:wkuyrkendall@wjkeller.com)>; Dylan Walton <[dwalton@wjkeller.com](mailto:dwalton@wjkeller.com)>; N Morris <[nmorris@wjkeller.com](mailto:nmorris@wjkeller.com)>  
**Subject:** Jackson Summit Spillway Reconstruction: CONTRACT ALTERNATE CHANGE

Jake – As we previously discussed, the Gloversville Water Department was looking to make a change and have Wm. J. Keller perform Alternate #1 in lieu of Alternate #2 that was previously awarded in a cost saving effort. Though the work done to date on site is not effected by this change, there are some costs accrued from the administrative end on our part as well as the detailing from the rebar supplier. These costs are a total of **\$7,500.00**. Please confirm the Water Department doesn't have an issue with these extra costs and we will continue to proceed with Alternate #1.

Thanks,  
Nate

Nathan W. Kuyrkendall, EIT, MSCE | Estimator/Project Manager  
Cell: (315) 542-8293 | Direct: (518) 732-1064 | Office: (518) 732-7782 | Fax: (518) 732-4574  
[nkuyrkendall@wjkeller.com](mailto:nkuyrkendall@wjkeller.com)

Wm. J Keller & Sons Construction  
1435 Route 9 | Castleton, NY 12033 | [https://link.edgopilot.com/s/35d5b7e6/JJXq1p4ejUW-Tta\\_0UGlgQ?u=http://www.wmjkellerandsons.com/](https://link.edgopilot.com/s/35d5b7e6/JJXq1p4ejUW-Tta_0UGlgQ?u=http://www.wmjkellerandsons.com/)

“WE MOVE THE EARTH”

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

Votes Taken:

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

Adopted : December 13, 2022

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

**RESOLUTION NO. 2022-22**

**RESOLUTION AUTHORIZING THE SUPERINTENDENT TO ACCEPT A PROPOSAL FOR ENGINEERING SERVICES FROM C.T. MALE TO UPDATE THE JACKSON SUMMIT DAM RESERVOIR SAFETY/ ENGINEERING ASSESSMENT IN ACCORDANCE WITH REQUIREMENTS OF THE NYS DEPT. OF ENVIRONMENTAL CONSERVATION AS SET FORTH IN THE DAM SAFETY REGULATIONS, TITLE 6 OF THE NEW YORK RULES AND REGULATIONS, PART 673.13 FOR SMALL CLASS "C" HIGH HAZARD DAMS. WITH SAID PROPOSAL TO BE APPROVED AS CHANGE ORDER#5 UNDER THE JACKSON SUMMIT RESERVOIR DAM SPILLWAY PROJECT**

**WHEREAS**, the dam at the Jackson Summit Reservoir requires an updated Safety/Engineering Assessment upon conclusion of our Jackson Summit Reservoir Dam Spillway Rehabilitation Project.

**WHEREAS**, the Gloversville Water Department must update our Engineering Assessment for our Jackson Summit Reservoir Dam in accordance with the requirements of the NYS Dept. of Environmental Conservation.

**WHEREAS**, the Board of Water Commissioners wish to approve a proposal from C.T. Male Associates to prepare, complete and update the Engineering Assessment for our Jackson Summit Reservoir Dam and to approve said proposal as Change Order#5 under our current Jackson Summit Reservoir Spillway Reconstruction Project.

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

**NOW THEREFORE**, be it hereby

**RESOLVED**, that the Water Superintendent is authorized to move forward with and approve the above referenced Proposal/Change Order#5 from C.T. Male Associates to complete the update of the Engineering Assessment for our Jackson Summit Reservoir Dam to include completion of a Safety Inspection, Hazard Classification Assessment, Hydrologic & Hydraulic Assessment, Stability Analysis, and an Engineering Assessment Report at a cost of \$17,500.00, a copy of which is attached to this Resolution.

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

C.T. MALE ASSOCIATES

ENGINEERING, SURVEYING, ARCHITECTURE,  
LANDSCAPE ARCHITECTURE & GEOLOGY,  
D.P.C.

10 N. Perry Street, Suite 100  
Johnstown, NY 12095-2310  
Tel. 518.848.3533



TECHNICAL SERVICES

CHANGE ORDER

NUMBER: 5

DATE OF ISSUE: 12/8/2022

PROJECT NAME: Jackson Summit Reservoir Dam Spillway Reconstruction

PROJECT NO. 17.7414

CLIENT'S NAME: CITY OF GLOVERSVILLE WATER WORKS

CLIENT'S ADDRESS: 67-73 South Main Street, Gloversville, NY 12078

CLIENT CONTACT: ANTHONY MENDETTA, SUPERINTENDENT

This Change Order incorporates changes and/or additions to the original Scope of Services for Contract Agreement dated May 24<sup>th</sup> 2018. All Provisions of Agreement in the original signed Contract Agreement apply to this Change Order, unless otherwise specified herein.

A. DESCRIPTION OF CHANGE:

This change order includes additional scopes and fees for the update of the engineering assessment for the Jackson Summit Reservoir Dam as described in the attached proposal.

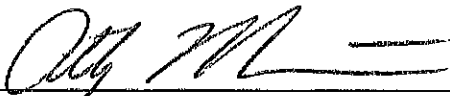
B. CHANGE IN CONTRACT PRICE:

Original Contract Price .....	\$5,600.00
Contract Price after previous Change Order .....	\$216,410.00
Net Change in Contract Price due to this Change Order .....	\$17,500.00
New Contract Price including this Change Order .....	\$233,910.00

APPROVED AND ACCEPTED BY:

CITY OF GLOVERSVILLE WATER WORKS

C.T. MALE ASSOCIATES ENGINEERING,  
SURVEYING, ARCHITECTURE, LANDSCAPE  
ARCHITECTURE & GEOLOGY, D.P.C.

By: 

By: 

Date: 12/14/22

Date: 12/8/2022

Name: Anthony Mendetta

Name: Jacob R. Gordon, P.E.

Title: Superintendent

Title: Regional Office Manager

C.T. MALE ASSOCIATES

CONTRACT AGREEMENT

Project No.: 17.7414

Agreement made this 6<sup>th</sup> day of December, 2022, by and between C.T. MALE ASSOCIATES ENGINEERING, SURVEYING, ARCHITECTURE, LANDSCAPE ARCHITECTURE & GEOLOGY, D.P.C., a Design Professional Corporation registered in New York State and authorized to do business in the State of New York, (hereinafter called C.T. MALE ASSOCIATES); and CITY OF GLOVERSVILLE BOARD OF WATER COMMISSIONERS (hereinafter called the CLIENT).

CLIENT and C.T. MALE ASSOCIATES agree as follows:

A. CLIENT and C. T. MALE ASSOCIATES, for the mutual consideration hereinafter set forth, agree as follows:

To provide professional engineering services; Engineering Assessment Update for the Jackson Summit Reservoir Dam.

The complete scope of work is included in the attached proposal dated December 6, 2022.

B. CLIENT agrees to pay C. T. MALE ASSOCIATES as compensation for services as follows:

Total Lump Sum Fee for Dam Safety Inspections of \$17,500 as defined in the attached proposal dated December 6, 2022.

Fees and other charges will be invoiced monthly. The amount of each invoice shall be due at the time of billing. When bills are not paid within 30 days, a late payment service charge will be charged on any unpaid balance at the rate of 1.25% compounded monthly (annual rate of 15%) or the highest rate allowable under applicable State law, whichever is higher.

C. CLIENT shall furnish the following:

- 1. Executed Contract
- 2. Access to the Site

D. This Agreement, as signed by the CLIENT and/or his/her representative, includes the following Standard Terms and Conditions incorporated herein by this reference.


E. The person signing this Agreement warrants he/she has authority to sign as, or on behalf of, the CLIENT. If such person does not have such authority, it is agreed that he/she will be personally liable for all breaches of this Agreement, and that in any action against them for breach of such warranty, a reasonable attorney's fee shall be included in any judgment rendered.

F. CLIENT shall provide C.T. MALE ASSOCIATES personnel with any information regarding potential hazards or whether personal protective measures are required when working on project site(s) associated with this contract and that C.T. MALE ASSOCIATES personnel be afforded the opportunity to review any health and safety plan available for site(s) that they will be working on.

AGREED TO:

CITY OF GLOVERSVILLE  
BOARD OF WATER COMMISSIONERS  
C/O ANTHONY MENDETTA  
67-73 SOUTH MAIN ST  
GLOVERSVILLE NY 12078


Phone: (518) 773-4520  
Email: amendetta@gloversvillewater.com

By:   
(Authorized Signature/Date)

AGREED TO:

C.T. MALE ASSOCIATES ENGINEERING, SURVEYING,  
ARCHITECTURE, LANDSCAPE ARCHITECTURE &  
GEOLOGY, D.P.C.

50 Century Hill Drive  
Latham, NY 12110  
Phone: (518) 786-7400  
Fax: (518) 786-7299

By:  12/6/2022  
Jacob R. Gordon, P.E. (Date)

Title: Superintendent

Title: Regional Office Manager

# C.T. MALE ASSOCIATES

Engineering, Surveying, Architecture, Landscape Architecture & Geology, D.P.C.

50 Century Hill Drive, Latham, NY 12110  
518.786.7400 FAX 518.786.7299 www.ctmale.com



December 6, 2022

Mr. Anthony Mendetta, Water Superintendent  
Gloversville Board of Water Commissioners  
67-73 South Main Street  
Gloversville, New York 12078

Re: *Proposal for Engineering Services*  
*Jackson Summit Dam Reservoir Engineering Assessment Update*  
*DEC ID No. 172-0976*  
*Johnstown, New York*

Dear Mr. Mendetta:

C.T. Male Associates Engineering, Surveying, Architecture, Landscape Architecture & Geology, D.P.C. (C.T. Male) is pleased to present this proposal to provide consulting engineering services related to the Engineering Assessment (EA) update of Jackson Summit Reservoir Dam. The personnel we would utilize for this work are well experienced with the requirements of the New York State Department of Environmental Conservation Dam Safety Regulations, 6 NYCRR Part 673, and together have completed EA's of municipally owned dams within New York State, including those owned by the Water Works.

Following are brief descriptions of the work associated with preparing the requested Engineering Assessment Report update.

## **Engineering Assessment (EA) Update**

The Engineering Assessment (EA) for the Jackson Summit Reservoir Dam will be performed in accordance with the requirements of the New York State Department of Environmental Conservation as set forth in the Dam Safety Regulations, Title 6 of the New York Rules and Regulations, Part 673.13, for small Class "C" High Hazard Dams. The requirements of the Safety Inspection portion of the EA as well as the EA itself are set forth in a document entitled "Guidance for Dam Engineering Assessment Reports (TOGS 3.1.4). The following five primary components/tasks are identified in this document and will be completed as summarized in the following task descriptions:

1. Safety Inspection
2. Hazard Classification Assessment

# C.T. MALE ASSOCIATES

December 6, 2022

Jackson Summit Reservoir Dam EA Update

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3. Hydrologic & Hydraulic Assessment
4. Stability Analysis
5. Engineering Assessment Report

In preparing this proposal, conditions downstream of the dam have been reviewed; namely the presence and location of houses, the type and functional class of roadways, and the road crossing structures (bridges/culverts). Reviews of topographic maps, orthoimages and geologic maps have been reviewed to gather an understanding of the watershed size and runoff characteristics associated with the dam.

## **Task 1 – Safety Inspection**

The Safety Inspection of the dam will be performed in accordance with the requirements of 6 NYCRR Part 673.12, Safety Inspections. As required by this document, the Safety Inspection will include, at a minimum, the four (4) elements itemized below.

- (a) Document Review and Analysis: A review of all relevant literature, correspondence, studies, plans, original design criteria, hazard classifications, photographs, Inspection & Maintenance Plan, Visual Inspection Reports, and Emergency Action Plan will be performed. Reviews will be made of information provided by the NYSDEC's Dam Safety Section.
- (b) Visual Inspection/Field Examination: A visual inspection of the dam will be performed, and a report of the inspection folded into the Engineering Assessment Report prepared for the same. The report will include completed a Visual Inspection Report Form, photographs of the conditions observed on the date of inspection, and discussion of any deficiencies identified at that time. In addition, the report will include specific notes as to whether deficiencies reported in previous inspections have been fully resolved and/or their corrections implemented.
- (c) Review of Data: A review and evaluation of any instrumentation data will be made.

# C.T. MALE ASSOCIATES

December 6, 2022

Jackson Summit Reservoir Dam EA Update

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- (d) Corrective Action: From the findings of the visual inspection, existing or potential deficiencies will be identified, recommendations for their correction presented and a timetable for making the corrections developed.

## **Task 2- Hazard Classification Assessment**

The Engineering Assessment will include an assessment of the dam's current hazard classification of "C", High Hazard, and whether this hazard classification is applicable to the structure. Under this classification, failure of the dam has the potential to cause a loss of life, damage to residential structures, main highways or railroads.

C.T. Male has completed a Hazard Class of the dam in previous contracts and will review and update as necessary based on current available information in the vicinity of the project site. The dam is currently class "C" high hazard and based upon our knowledge of the downstream area, it's not likely the class will be altered in this investigation.

## **Task 3 - Hydrologic & Hydraulic Assessment**

The NYSDEC requires that the dam's outlet works pass the spillway design flood, which, for the dam's current hazard classification of "C", is equal to 50% of the probable maximum flood. This proposal assumes that no change to the dam's hazard classification will occur. C.T. Male will prepare a model of the dam's watershed utilizing aerial photography, and topographic and soil mapping. The applicable design storm event (depending on hazard classification) will be routed over the watershed utilizing the computer program HydroCAD.

The dam's spillway (per the current upgrades being performed on the dam) will be modeled (in HydroCAD) during the spillway design flood event. As required by DEC, an analysis will be performed to ascertain if the spillway can evacuate the water storage behind the dam between the maximum high water and the spillway crest within 48 hours.

In addition to the spillway capacity analyses, DEC also requires that a dam's low-level drain (if one exists and is functional) be capable of draining 90% of the normal impoundment within 14 days. For this analysis, an estimation of the lake's storage volume will be obtained by use of historic topographic maps. No bathymetric survey of

# C.T. MALE ASSOCIATES

December 6, 2022

Jackson Summit Reservoir Dam EA Update

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the lake is needed as these estimates have been accepted in the past by DEC. Therefore, a bathymetric survey is not included in this scope of work.

## **Task 4 - Stability Analyses**

**A. Earthen Embankment Sections:** Stability analyses of the dam's embankment sections will be performed following the procedures outlined in the Army Corps of Engineer's publication EM 1110-2-1902, *"Slope Stability"*, the publication referenced in Section 9.0 and 10.0 of the NYSDEC's *"Guidelines for Design of Dams"*. The load cases applicable to existing dams will be analyzed. Under Load Case VII, Earthquake - Case II with Seismic Loading, the maximum design earthquake (MDE) will be that defined in the Army Corps of Engineers publication, ER 1110-2-1806, *"Earthquake Design and Evaluation for Civil Works Projects"*. The peak bedrock acceleration will be determined using the USGS Interactive Hazard Deaggregation tool. The computer program SLOPE/W will be used to perform the slope stability analyses. The composition, relative density and strength of the embankment materials will be estimated based upon the conditions disclosed by historical borings completed under previous contracts completed by C.T. Male.

**B. Spillway Section:** The loading cases to be analyzed will be those listed in Paragraph 5 of Section 10.0 of the NYSDEC's *"Guidelines for Design of Dams"*. Uplift forces on the spillway section will be assumed to linearly fall from the full hydrostatic pressures developed on the upstream side of the dam to the pressures corresponding to the tail water conditions. The seismic coefficient for Load Case 4 - Seismic Loading, will be the maximum design earthquake (MDE) defined in the Army Corps of Engineers publication, ER 1110-2-1806, *"Earthquake Design and Evaluation for Civil Works Projects"*. The peak bedrock acceleration will be determined using the USGS Interactive Hazard Deaggregation tool.

## **Task 5 - Engineering Assessment Report Update**

Upon completion of Tasks 1 through 4, C.T. Male will update the Engineering Assessment Report summarizing the findings of the safety inspection; spillway capacity and slope stability analyses; and the hazard classification assessment. This report will include recommended rehabilitation, if necessary, and repairs necessary to bring the dam into compliance with DEC Dam Safety Regulations, if deficiencies are determined. The evaluation of rehabilitation and repairs will be conceptual in nature and will only be used to determine the relative magnitude of the improvements needed. This will also



# C.T. MALE ASSOCIATES

December 6, 2022

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assist the City in budgeting for improvements (if needed) and developing a schedule of repairs.

## **Proposed Fee**

**Engineering Assessment Update**

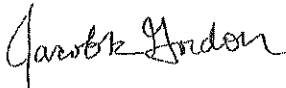
**Lump Sum \$ 17,500.00**

This project will be completed at the end of construction of the Jackson Summit Spillway Replacement Project, currently expected to finish in the summer of 2023.

Thank you for requesting this proposal from C.T. Male Associates. Should you have any questions regarding the proposal, please do not hesitate to call me directly at 518-848-3533 or email me at [j.gordon@ctmale.com](mailto:j.gordon@ctmale.com).

Sincerely,

C.T. Male Associates



Jacob R. Gordon, P.E.  
Regional Office Manager

# GLOVERSVILLE BOARD OF WATER COMMISSIONERS

MEETING MINUTES – DECEMBER 13, 2022

## Votes Taken:

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

Adopted: December 13, 2022

- 3) **Blue Triton Dickson Site:** Anthony informed the Board that Blue Triton is now at our Dickson site pumping their spring water test wells and sending results to the Department of Health and DEC. We did also recently receive the check for \$7,500 from Blue Triton as part of the Access Agreement for them to access our Dickson Site to explore it as a future source of Spring Water. Commissioner Mauro warned the Board as he is leaving to be careful to protect our water sources, and not only look at chasing more funding. Mr. Mauro just wants us to make sure we protect ourselves not to run our water sources dry.
  
- 4) **Filtration Plant Infrastructure Rehab Project:** Anthony informed the Board that he reached out EFC a couple of times in regard to our SRF Financing applications we submitted and the status of our Grant Application. We have no added information to report at this time. Andrew also explained that we lost another Wash Valve at the Plant. We are now down another filter. It was discussed whether or not we wanted to order a valve now as it may not be covered for reimbursement. Andrew then went over the inventory of valves to be replaced under the new Rehab Project. Anthony is trying to push EFC to get approval so we can move forward quickly. Anthony will also talk to Jake about setting the Valve replacements up as a stand-alone project to get them done as soon as possible after EFC Approval. The Board then discussed that we need to be more careful in the future during these projects not to always go with the items that cost the least. We need to further investigate the quality and life expectancy of this equipment and require the individual manufacturers to come in and show us prototypes in certain cases. This may solve the issue of us upgrading equipment and having it only last 5 or 10 years instead of 15 to 20 like it should.
  
- 5) **Water Line Extension Town Hall Project:** Anthony informed the Board that the project will kick off at the end of this week, We will be installing the 10 inch tap for the project fairly soon. Anthony was asked to come out and speak at the Town's Board meeting on a couple of Water Projects they are looking to do. The Town would like to extend water into the Meco area down 29A, Co Hwy 122, and West Fulton Street Extension. The Town would also like to extend water off 30A to Route 349, Barker Road, and Elmwood Ave Extension. Anthony wrote a letter to the Town explaining that we already had infrastructure in place near Route 349, which the Town was very happy about and now much more interested in expanding water to the 349 area. For the Meco expansion the Town is looking to include this as a SMART Water Project as some of the infrastructure needing to be upgraded would be located inside the City limits. These 2 projects would add an additional 100 to 150 accounts to our billing customer base and the owners would have an option to keep their wells if they do not want to hook into city water. The Board then discussed Hoffmans usage at 30,000 to 40,000 gallons per day. Anthony also suggested that we may want to think in the future about billing people to the cubic foot instead of per 100 cubic feet to make it easier for customers to understand as we now can read to the cubic foot with the new Neptune Meters.

## Clerks Report:

A motion was made by Commissioner Isabella, seconded by Commissioner Antonucci to have James DeSavio do a compilation of the 2022 books. Along with an independent Audit to be completed by Philip Beckett CPA and given to the City's Auditors to complete the New York State Annual Audit.

**GLOVERSVILLE BOARD OF WATER COMMISSIONERS**  
**MEETING MINUTES – DECEMBER 13, 2022**

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

A motion was made by Commissioner Mauro, seconded by Commissioner Isabella to allow the Clerk of the Board, Christine Linart, to pay bills accrued between December 14<sup>th</sup> through December 31, 2022, upon approval by the Chairman of the Audit Committee.

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

**Dispute of Bill – 106 E. Fulton Street:** At this property Christine explained that since 2014 the meter readers have dropped the (0) on the readings for 106 E. Fulton Street and therefore we have been under charging the usage on this account. When the new Reader Box was installed at the property in October of 2022, we found the error and corrected it which resulted in his bill showing the correct actual usage of 66,000 cubic feet. The owner is now asking for some sort of relief as it was our error for all of these years. After discussion the Board would not agree to any relief as he has used the water and was under charged for usage since 2014. We did not go back on all his prior bills and only corrected his most recent bill. The Board did agree that we could give him an installment plan to pay the bill in payments. The Board did also instruct Christine to remind him that his bills from this point forward will be for actual water usage and will be substantially higher than he was paying in the past.

**Other Billing Adjustments:** Christine had some billing adjustments for the Board to approve as follows:

**Commissioner Isabella presented the following motion:** THAT, the Board of Water Commissioners authorizes the Clerk of the Board to adjust Water Bills located in District #2 and District#3 for the following:

District #3- Credit Water \$34.64; Credit Sewer \$20.99; Credit Infra \$6.74. Adjustment per Water Board for Adj Nimo used hose for weeks for job in front of house. To adjust bill for property located at 64 Third Street.

District #3 – Credit Water \$18,209.32; Credit Water Late Fee \$89.38. Adjustment per Water Board billing error Meter installed reading in Gallons received box of gallon meters in error from distributor. To adjust several bills from 10/31/19 to present for property located at 144 Harrison Street.

District #2 - Credit Sewer \$60.68; Adjustment per Sewer Board for Major Piping Failure. To adjust bill for property located at 95 Oakland Ave.

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

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

**GLOVERSVILLE BOARD OF WATER COMMISSIONERS**  
**MEETING MINUTES – DECEMBER 13, 2022**

A motion was made by Commissioner Isabella to enter into Executive Session to discuss Personnel. The motion was seconded by Commissioner White.

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

A motion was made by Commissioner Antonucci to leave Executive Session. The motion was seconded by Commissioner Mauro.

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

**Budget Adjustment -** After discussion of the increase in Chemical prices, The Board decided to increase the Line Item for Chemicals in the 2023 Budget for the Filtration Plant to \$120,000.00.

A motion was made by Commissioner Mauro to accept the 2023 Final Budget with the Line Item Change in the Filtration Plant's budget for Chemicals from \$100,000 to \$120,000. With the Clerk of the Water Board to forward a copy to the City Clerk and the Mayor. The motion was seconded by Commissioner Isabella.

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

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

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

The next meeting will be held on Tuesday January 17, 2023, at 6:00pm at our office.