

GLOVERSVILLE BOARD OF WATER COMMISSIONERS

MEETING MINUTES – DECEMBER 14, 2021

The Regular meeting of the Board of Water Commissioners was held and brought to order at their office, 67-73 South Main Street, Gloversville, NY on December 14, 2021, at 6:00PM with President Antonucci presiding.

Roll Call

Commissioners-----

Antonucci	PRESENT
Isabella	ABSENT
Mauro	PRESENT
Robinson	PRESENT
Capano	PRESENT

Others in Attendance: Water Superintendent; Anthony Mendetta; Clerk of the Water Board; Christine Linart; Kent Koptiuch; KSK Geo-Environmental Services; Mike Palleschi; Alpha Geoscience Services; Mike Capparello & Mark Empie; Johnstown Water Board; Chief Plant Operator; Andrew White; and Forester; Wayne Tripp via conference call.

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 Capano. The Audit #21567 in the amount of \$45.51 payable to Gloversville True Value needed to be voted on with Commissioner Capano having to abstain from voting to approve.

Commissioner Mauro made a motion to approve Audit #21567 in the amount of \$45.51 payable to Gloversville True Value. The motion was seconded by Commissioner Robinson.

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

The remaining audited bills were presented and reviewed.

United States Postal Service	-330.00
Century Linen Service, Inc	-36.75
Christopher R Jablonski	-30.00
Cranesville Block Company Inc	-94.24
Florida Blue	-354.60
Frontier Communications Corporation	-100.00
National Grid	-1,634.69
Vincent C Perrella	-175.00
Florida Blue	-444.80
Core & Main	-515.00
Dan's Excavation Service, Inc	-9,750.00
H & M Equipment Co Inc	-10.78
Hummel's OP Inc	-249.90
Slack Chemical Company Inc	-2,696.00
Daily Gazette	-67.23

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G A Bove & Sons Inc	-2,765.32
United Ag & Turf NE LLC	-5,892.52
Advanced Cleaning & Restoration Services	-350.00
Anna May Yost	-891.00
Arlene Smith	-891.00
Barbara Hillabrandt	-891.00
Century Linen Service, Inc	-36.75
Cheryl Kennedy	-891.00
Commissioner of Finance	-1,072.58
Core & Main	-1,603.14
CT Male Associates PC	-2,550.00
Daily Gazette	-146.55
Dominic & Eleanor Donofrio	-1,782.00
Donald J Stock	-389.00
Edith Miles	-445.50
Empire BlueCross Retiree Solutions	-6,889.68
Frontier Communications Corporation	-971.18
G A Bove & Sons Inc	-3,548.13
Janice Blodgett	-891.00
Jeffrey F Lehner dba JFL Inc of Fulton Co	-33.98
JH Consulting Group Inc	-2,052.00
Joe Liszewski	-891.00
Karla Putman	-742.50
Lowe's	-169.10
Marcus Noble Inc	-36.17
Mark A Jagielski	-891.00
Michael J Clukey	0.00
Michael LaPorta	-891.00
Mirabito	-431.42
MVP Health Care Inc	-21,742.96
MVP Select Care Inc	-50.00
Nancy Waffle	-891.00
National Grid	-973.72
NBT Credit Services	-411.08
Patricia Jagielski	-891.00
Phyllis Ecker	-891.00
Richard Kennedy	-891.00
Robert E & Sandra Jackson	-1,782.00
Robert Renda	-891.00
Runnings Supply Inc	-152.95
Samuel Hillabrandt	-891.00
Security Supply Corp	-9.12
Spectrum	-72.98
Ted Penney	-891.00
Telecon Wireless	-266.91
Thomas Jackson	-891.00
Ti-Sales Inc	-4,464.13
Tru-Temp	-234.94
William Blodgett	-891.00
WW Custom Clad Inc	-250.00

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Michael J Clukey	0.00
Michael J Clukey	-594.00
Payroll Account NBT Bank	-17,435.13
Payroll Account NBT Bank	-1,272.55
Payroll Account NBT Bank	-17,445.69
Payroll Account NBT Bank	-1,273.38
Payroll Account NBT Bank	-17,343.29
Payroll Account NBT Bank	-1,265.53
Payroll Account NBT Bank	-17,898.01
Payroll Account NBT Bank	-1,307.96
Payroll Account NBT Bank	-16,871.91
Payroll Account NBT Bank	-1,229.47
Morgan White Administrators	-657.79
Frontier Communications Corporation	-311.01
	-188,860.02

CAPITAL PROJECT AUDIT:

C.T. Male Associates -	\$3,075.00
Puthaven Farms-	\$ 140.00
Ferguson Waterworks #576-	\$1,400.37
C.T. Male Associates-	\$4,600.00

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
Antonucci	X			
Isabella			X	
Mauro	X			
Robinson	X			
Capano	X			

The minutes of the last meeting were presented, the minutes from a Special Meeting held on November 30, 2021, and the minutes from a Budget Meeting held on November 9, 2021, were also presented. A motion was made to accept the minutes by Commissioner Robinson. The motion was seconded by Commissioner Capano.

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

At this time in the meeting representatives from Johnstown Water Board came to address our Board. President of the Johnstown Water Board Mike Capparello, explained to our Board that Johnstown's Chief Plant Operator, John Denmark recently gave his 2 weeks' notice. Mr. Capparello would like to reach out to Gloversville Water to see if we can come up with a plan or contract to possibly share our IA and or IIA operators with Johnstown Water. Mr. Capparello explained that he had reached out to Chris Demmie from the Department

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of Health and to a couple of private contractors to see if they would help them cover the loss of Mr. Denmark. Mr. Capparello outlined the current tensions they are having with City and that the Johnstown Board did not feel that Mr. Denmark was part of these issues. Mr. Denmark's resignation caught the Johnstown Board off guard. Mr. Caparello and Mr. Emple from Johnstown, wanted to express that they would appreciate any and all help from Gloversville. Mr. Capparello explained that he believed the tensions between the Water Board and the City of Johnstown were getting better as he had been in contact with the new candidate for Mayor who claimed that they City would work with the Board. Now with the current situation with Mr. Denmark resigning and going to work for the City of Johnstown, Mr. Capparello and Mr. Emple don't believe that to be the case. Mr. Denmark has said that if the city were to disband the Water Board, he would then reconsider and come back on as the Chief Plant Operator in Johnstown. Mr. Capparello, explained that when he became Board president he sat down with John Denmark and told him that whatever he needed, the Board would be there to back him up. At that time, the Johnstown Water Dept. had several violations from the Health Department that the Board and Mr. Denmark worked to erase. Mr. Denmark even told Mr. Capparello, that the Department was running the best it has in the last several years.

Mr. Capparello, explained that as soon as he received word of John's resignation, he contacted Anthony right away to see if there is anything that Gloversville could help them with. Anthony told Mr. Capparello and Mr. Emple that himself, the Board, and Andrew White our chief plant operator would have to discuss the sharing of staff and how it would effect our current operations. Andrew also mentioned that it would also have to be up to the individual operators, as they possibly would not want to put their licenses on the line due the volatile situation that exists between the Johnstown Water Board and the City of Johnstown. Mr. Capparello stressed that they are looking to get someone out there as soon as possible because our system is different from Johnstown's and we would need some kind of training before John is gone. Anthony also stressed that we do have operators, but not that many. Anthony also stressed that our operators currently work 10 days on and get 2 days off as it stands right now, which does not allow for a lot of extra time to be able to work for Johnstown as well. Anthony explained that we can entertain the idea of sharing employees, but we need to make sure we are foremost protecting the residents of Gloversville and our water supply operations. Mr. Capparello also mentioned the idea of possibly combining both water departments in the future.

Mike explained that a few years back, the city removed several positions that were critical to the Johnstown Water Department including operator's and trainee positions. Only in 2020 did these positions get added back in and Mr. Capparello claims he has been trying to get the release to hire for the last year. As of 2 weeks ago the Mayor of Johnstown signed off on these positions.

Our Board agreed that they would discuss it and contact them. Andrew also asked for a scope of work for the position at Johnstown Water and hours of operation for us to consider. Mr. Capparello also stated that they are now down to 4 employees due to the city taking their employees to work for DPW. Andrew also mentioned to possibly reach out to some retired operators, however most of them have not retained their licenses. Mike then went on to explain some more of the issues that they have had with the City such as blocking them from hiring, cutting their budgets, and blocking them from hiring a superintendent. After further discussion, the Board agreed to discuss the matter and get back to the Johnstown Water Board. At this time Anthony thanked Mr. Capparello and Mr. Emple and they left the meeting.

At this time in the meeting Kent and Mike from KSK Geo-Environmental Services and Alpha Geoscience, went over the Data Summary prepared by Alpha Geological Services and KSK Geo-Environmental Services Inc. per the request of Blue Triton Brands (formerly Nestle Water). The Data summary was a result of an evaluation of the Dixon Springs that included the study of spring yield and water quality and the study of the sand and gravel aquifer that is the source of the springs. During the discussion, the following points were made:

- 1) Kent first of all wanted to talk about the letter from Blue Triton to the Board stating their decision to back away from any further study or development of the Dixon site for Spring water. Kent wanted the Board to know that they had gathered a lot of good data from the site and still believed it could be developed even though Blue Triton (formerly Nestle Water) has decided to walk away.
- 2) Kent believes that there is still opportunity for development. However, there are some limitations due to the contract we signed with Blue Triton. The most important limitation is that there is a confidentiality clause as it pertains to the Data collected by Blue Triton. The only way around this is to apply for a waiver to the confidentiality clause.

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3) Mike then addressed the Board in regard to the Data Package he issued to the Board before the meeting. Mike explained that the package is a summary of all of the data they collected since they started their fieldwork in the middle of 2019. In 2019 they began a routine monitoring program which included information on water quality, yield, flow of the springs at the Dixon Site. At that time, they were looking at the water resource and how it may change seasonally.

4) Mike then outlined the monitoring network to include 3 monitoring wells, 3 pumping wells, and 3 weirs which monitor ground water flow and Spring water flow. They also have installed 4 piezometers. Mike stated that it was his understanding that we would like to take possession of the monitoring network to use as we see fit. Mike also stated that the monitoring wells are fitted with locking caps and gave us the keys to these.

5) Mike then asked if the Board had any questions, for himself or Kent about the monitoring network or Data Package. The question discussion then went on as follows:

a) Anthony asked Mike and Kent about routine maintenance on the monitoring equipment. Mike stated that generally they do not have routine maintenance on the wells or other equipment. Mike stressed that they would just make sure that the wells and equipment was secure. If we were going to continue to sample from them, Mike stressed that we may want to do some purging of the wells before we were to take samples to protect the samples from contamination. Mike did also mention that the weirs are constructed out of wood and at some point, they may need to be replaced. Kent mentioned that most municipalities that wish to continue with sampling would hire a firm such as Kent's or Mike's firm to complete the sampling for them. Kent also recommended purging at least 3 well volumes before taking samples to draw fresh water from the aquifer instead of getting stagnant water that's been sitting there. Kent explained that the 4 piezometers have a valve on them, and it is important that we leave them open in the winter so they can drain and don't freeze and break. Mike then went on to show the Board a model of a piezometer and explain the components.

b) Anthony asked Kent and Mike based on the Data that was gathered, what in their opinion should be our next avenue and would we have enough quantity to be able to pipeline the spring water or truck it somewhere. Kent stated that because he and Mike are working for Blue Triton and the information, they gathered is technically Blue Triton's information. Until Blue Triton agrees to sign a waiver, Kent can not give us real details. Kent went on to say that if Blue Triton were to develop the Dixon Site, they would probably treat it as a satellite source as they could not yield as much from the Dixon site as they would from what is called a Anchor Source which typically could produce approximately 1 million gallons of spring water per day. Kent stated that the Dixon springs would probably yield approximately 500,000 gallons per day. Kent also stated that the Dixon Site is located in the Adirondack Park, and he would not recommend that we ever try to permit a tanker load station at the site. Using our existing pipeline to get the water out of the park would be ideal as we would not have to get a separate permit from the APA only the Department of Health.

c) Kent then discussed that we could not use Blue Triton's data for 5 years from their letter they sent last week without the waiver. Kent did not feel that Blue Triton would object to the Waiver, however he was not 100% sure. Kent also mentioned that Crystal Geyser was able to develop the Canajoharie springs less than 5 years after Nestle Water walked away. Kent also mentioned that Blue Triton just bought Saratoga Springs Water company and that there may be some opportunity there. Saratoga does not use local water and have no onsite sources. Kent stated that Saratoga Water Co. actually source there water from Vermont which is 3 ½ hours away where we are only 45 minutes away. If we had a site that was permitted and developed, Kent feels that this would be attractive to Saratoga Springs Water Co. AKA now Blue Triton. Extending our current pipeline from Dixon to the plant was discussed. Kent suggested we finish our secondary pipeline as the spring water would have to be kept separate from our other water. Christine also talked about the 10 million that the city just received. However, this was for economic development of downtown only.

d) Andrew asked if any of the springs are under any influence from the Dixon Reservoir and they were not. Kent explained that in order to be considered spring water, it can not be under any influence of any type of surface water.

e) Commissioner Mauro asked about the specifics of the wells. Mike explained that there are 3 small diameter observation wells and 3 pumping wells that range from 2 inches in diameter to 6 inches in diameter and are roughly in the 56-to-25-foot range in depth.

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f) Christine then asked Kent if he felt we should apply for the waiver as soon as possible. However, Kent did remind the Board that if we want to pursue further development, that it will cost money. We would have to seriously think about whether we are willing to make such an investment. We would have to directly contact Blue Triton to request approval of a waiver. Kent then went on to explain that this type of investment would include some infrastructure costs to extend our pipeline, costs to set up some sort of truckload station at the pipeline, and some permitting costs with the Department of Health. We would also need to complete a report called a standard of identity proving that the water is truly spring water and proving sufficient water quality. Kent also discussed that there are a couple of different options to pipe the water including gravity fed options and pumping options.

g) Kent told the Board that if we were to not get a waiver, we could still complete our own spring water study with the equipment in place which would probably take approximately 6 months. Kent also recommended, that we analyze what our return might be over time and gave us a working model to go by. Kent stated that if we were looking to sell our spring water to a company such as Blue Triton, they would be looking to pay less than 1.5 cents per gallon.

At this time, the Board thanked, Kent and Mike from coming to the meeting and they then left the meeting.

Sealed Bids for the 2021 Timber Sale were opened, reviewed and were as follows:

Company	Bid
Greene Lumber Co., LP	\$334,381.32
Prentiss & Carlisle	\$237,213.00
Gutchess Lumber Co. Inc.	\$401,682.00

Anthony got Wayne Tripp on the phone for our meeting. After the Timber Bids were opened, Wayne recommended that we award the contract to Gutchess as they have done very well in the past. Wayne then hung up from the call.

A motion was made by Commissioner Mauro that we award the contract for our 2021 Timber Sale to Gutchess Lumber Co. Inc. at a contract price of \$401,682.00. The motion was seconded by Commissioner Robinson.

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

Chemical bids for 2022 were opened and the bids were as follows:

Company	Sodium Hexameata Phosphate	Sodium Fluro Sillicate
Amrex Chemical	\$72.00/50lb bag	\$82.50/50lb bag
Shannon Chemical	\$108.43/50lb bag	NO BID

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A motion was made by Commissioner Antonucci and seconded by Commissioner Mauro to award the Chemical Bids for 2022 as follows:

Sodium Hexameata Phosphate	Amrex Chemical Co.	@ \$72.00/50 lbs.
Sodium Fluro Sillicate	Amrex Chemical Co.	@ \$82.50/50 lbs.

The motion was seconded by Commissioner Mauro.

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

Superintendent's Report:

Superintendent Mendetta discussed the following issues with the Board:

- 1) **Water Main Break Kingsboro Ave:** Anthony updated the Board on the major water main break at Kingsboro Avenue. The break was located at the intersection where our main 20" and 18" transmission lines all come together on Kingsboro Ave. The top of a 16" valve blew apart due to the bolts rotting out on it. All of the upstream valves from this valve are all from the late 1800's and are spur valves which we could not shut off due to their age. This is the reason we needed the line stop company to come and install the line stops to stop the flow of water. We lost 2 million gallons of water over the course of the break. During the time of the repair, we were not able to secure all the parts we needed to finish the repair completely. We instead gutted the valve installing new bolts , gasket and repacking it. This is just a temporary fix which we will have to permanently replace. Anthony has secured ½ of the parts needed for finishing the replacement and we are ordering the other ½ now. Anthony recommended that in the Spring we get the line stop company to come back and re-use the prior line stops to help us with the repair. Anthony also recommended that we have an engineering firm to prepare a specification for the replacement and put the job out to bid for a contractor to complete the job. We would supply the parts and there would be a disruption of service for only 2 residences. Anthony was contacted by the mayor about a bill in the NYS Senate to give infrastructure money annually to local governments for infrastructure upgrades. The City of Gloversville is applying for it and Anthony is meeting with the mayor in the morning to go over a survey for part of the application. If we are awarded this money, we would not have to apply on a yearly basis we would be awarded a fixed amount for a period of years. We could then target different infrastructure projects each year. Anthony then recommended that we start working from the Filtration Plant down targeting some of the valves specifically the valves where the bolts are rotting off. Anthony also wanted to publicly commend our employees and everyone who pulled together to help us during the break. We have gotten a lot of support from the public and local officials who all helped us during this difficult situation. Commissioner Antonucci also commended Anthony on how quick he responded and took care of the situation.

- 2) **Investigation PESH :** During the water main break our department was turned into the Public Employees Safety and Health Bureau (PESH). We are under investigation for allegations that we had employees in the hole at Kingsboro Ave without the proper shoring. PESH was sent a posting on social media while we were working on the water main break. Anthony is meeting with a representative from PESH in the morning to discuss the investigation and exactly that for which we are being investigated. Anthony feels that this does renew the call for us to look at our current shoring equipment to make sure it is up to date.

- 3) **Eagle Street Tank/ Water Main Break:** Some residents actually asked during the main break, why the Eagle Street Tank did not provide water during the Water Main Break. Anthony and Andrew both told the Board that the Health Department was not

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happy that the Tank did not provide a day's supply of water in a major water break situation. When Anthony talked to Jake Gordon of C.T. Male about this he said that the Tank was only supposed to be for if something happens at the clear well. Andrew then explained that we have an ultrasonic flow meter that is on the discharge side of the tank and this meter only calculated 683,000 gallons. Andrew believes the other 900,000 + gallons back fed out of the intake side of the tank which is not supposed to happen. This water from the tank and water from the clear well back fed back down to the leak on Kingsboro Ave which caused a major situation to get worse. The Board wants Anthony to talk more with the Health Department and C.T. Male to correct this problem for the future.

- 4) **Jackson Summit Project:** Anthony informed the Board that we have sent the project manual for the Jackson Summit Spillway Project over to the Office of Community Renewal for their review. As soon as the manual is approved, C.T. Male will finish the additional drawings for the Spillway and apron. We should be putting this project out to bid in January with the project to be started in the spring of 2022.
- 5) **GIGP Meter Project:** Anthony informed the Board that we did hear back from EFC who were meeting today with the committee to review everyone's documents and required submittals for the GIGP Meter Grant application. EFC will be reaching out to applicants one by one as each application is approved. If and when our application is approved, we will then enter into the Grant Agreement with EFC and can move forward with the New Meter Project.
- 6) **Proposals for Painting @ Plant:** Anthony reached out to a vendor for a quote to finish painting at the plant, to treat the mold on the walls and to have the contractor finish painting the ceilings and hard to reach areas that we don't have the equipment to finish ourselves. The quote received was to scrape all loose paint, prime all affected areas, apply 2 coats of mildew stain blocker prior to finish painting, treatment of molded areas, removal of all waste, and prime/paint all walls and ceilings with Sherwin Williams paint, which we will provide. This quote came in at \$9,144.80 which includes buying the paint. Anthony also explained that he got this quote to get a general idea of cost. If the Board decided to proceed, Anthony would put this out to bid and get more quotes as per our Procurement Policy. Anthony also got a quote for painting the floors in the chemical storage room, other high traffic areas, and the stairs. For this, they would use a 2- part epoxy paint. This quote came in at \$21,494.00. After further discussion, the Board decided to table this until the end of the year.
- 7) **State of Finances/ Water Main Break:** The Board then discussed the state of our finances to include the creation of an Infrastructure Fund with any excess funds at the end of 2021 for emergencies such as the Water Main Break on Kingsboro Avenue. Commissioner Mauro suggested that we approach the City about getting some of the COVID relief funds that they received to help us with the Water Main Break. Anthony stated that he has been invited to the next Council Meeting to have our department be recognized for our handling of the water main break. Christine also mentioned that the Board did not have to make a decision at this time concerning the painting at the plant until we see where we are at year end and that we could always put this work in as a Capital Project. Anthony also again reminded the Board that the city is applying for Federal infrastructure money and if we got it Anthony would like to work on getting the old spur valves in the city replaced. Anthony also wants to come up with a better way to supply the hospital with water as he would like to add a tap on the 18" line by the hospital so if we have to shut down the 20" line, we can switch them over to the 18" while we are making repairs, so they are not without water. We are also trying to get FEMA money for the break as we had to declare a state of emergency. Anthony also commended Debbie who delivered water to resident's that could not come and get it themselves. Debbie also had customers on Facebook private message her so she could get their information to deliver water as needed. Deb also arranged to get Distilled water for a customer who was deathly ill from Covid and needed it for their C-Pap machine.
- 8) **Proposal for Floors Caretaker's House:** Andrew got a quote from Bill Wager to sand and restore his hardwood floors in his house. The quote came in at \$1,875.00. This will be done on December 29, 2021, and will include sanding, staining, and applying a coat of polyurethane.

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A motion was made by Commissioner Capano to contract with William Wager to restore the hardwood flooring at the Caretaker's House at the Plant at a cost of \$1,875.00. The motion was seconded by Commissioner Antonucci.

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

Clerk's Report:

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

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

District #3- Credit Water \$57.47; Credit Sewer \$269.23; Adjustment per Water & Sewer Board for Major Piping Failure. To adjust bill for property located at 18 Montgomery Street.

District #3 - Credit Sewer \$161.90; Adjustment per Sewer Board for Major Piping Failure. To adjust bill for property located at 108 Washington Street.

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

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

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

1) 7 E. 8th Avenue– COVID-19 Plan at \$315.97 for 8 months.

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

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

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Commissioner Mauro made a motion to have James Delsavio do a compilation of the 2021 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. The Motion was seconded by Commissioner Robinson.

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

Commissioner Antonucci made a motion to allow the Clerk of the Water Board, Christine Linart, to pay bills accrued between December 14th through December 31, 2021, upon approval by the Chairman of the Audit Committee. The motion was seconded by Commissioner Robinson.

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

A motion was made by Commissioner Mauro to accept the 2022 Final Budget and forward a copy to the City Clerk and the Mayor. The motion was seconded by Commissioner Antonucci.

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

A motion was made by Commissioner Mauro to enter into executive session to discuss Personnel. The motion was seconded by Commissioner Antonucci.

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

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

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

At this time Christine explained that due to the workload, she has not been able to take all of her Vacation time for 2021. Christine did buy out 1 week of Vacation which is allowed based on her years of service. However, Christine will lose several hours of Vacation at years end as she will not be able to take time off due to work that needs to be done for year end. Christine asked the Board if they would be willing to let her carry over any left-over Vacation Time to 2022 for this year only.

A motion was made by Commissioner Antonucci to allow Christine Linart to carry over any unused Vacation time as of December 31, 2021, to the 2022 year for one (1) time only. The motion was seconded by Commissioner Mauro.

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

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

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

The next meeting will be held on Wednesday January 19, 2022, at 6:00pm.