

GLOVERSVILLE BOARD OF WATER COMMISSIONERS

MEETING MINUTES – DECEMBER 16, 2024

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 16, 2024, at 6:00 p.m. with President Capano presiding.

Roll Call:

Commissioners:

Capano Present

White Present

Antonucci Present

Satterlee Present

Hartman Present

Others in Attendance: Anthony Mendetta, Water Superintendent; Andrew White, Chief Water Treatment Plant Operator; Cindy Albertine, Clerk of the Water Board; Wayne Peters, City of Gloversville Councilman-at-Large; and Ronald Holly.

Anthony informed the Board that he has received a resignation letter from Commissioner Satterlee to be effect December 31, 2024. He advised the Board that Ron Holly had an interest in becoming a board member upon the resignation of Mr. Satterlee. After discussion, the Board approved the appointment of Ronald Holly effective January 1, 2025, pending approval of the City of Gloversville Common Council who will be holding their next meeting on December 23, 2024.

<u>Commissioner</u>	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Abstain</u>
Capano	X			
White	X			
Antonucci	X			
Satterlee	X			
Hartman	X			

Commissioner White performed the audit of the bills for the period covering November 16, 2024 – December 13, 2024, as follows:

General Fund	\$304,267.41
Capital Project Fund	\$ 26,310.00

The Clerk presented the audited bills as follows:

<u>Name</u>	<u>Amount</u>
Adirondack Septic Tank	\$720.00
Bobcat of Gloversville	87.28
CDPHP	21,488.33
Christine Linart	967.44
Emmons Metro LLC	900.00

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First Advantage Security	82.00
FW Webb	4,559.66
Metropolitan Industries	90.00
National Grid	305.61
WB Mason Co. Inc.	264.52
National Grid	1,674.64
Fidelis Care	505.74
United States Postal Service	146.00
Anna May Yost	1,048.20
Arlene Smith	1,048.20
Barbara & Samuel Hillabrandt	2,096.40
Cheryl & Richard Kenndy	2,096.40
Dominic & Eleanor Donofrio	2,096.40
Joe & Laurie Liszewski	2,096.40
Karla Putman	1,048.20
Mark & Patricia Jagielski	2096.40
Michael J. Clukey	1,048.20
Michael LaPorta	1,048.20
Nancy Waffle	1,048.20
Phyllis Ecker	1,048.20
Robert E. & Sandra Jackson	2,096.40
Robert Renda	1,048.20
Ted Penney	1,048.20
Thomas Jackson	1,048.20
William & Janice Blodgett	2,096.40
Harold's Restaurant	802.28
Bobcat of Gloversville-Johnstown	34.59
Christine Linart	1,059.98
Cranesville Block Company	280.68
Cushing Stone Company	526.40
H&M Equipment Co., Inc.	840.92
Johnstown Auto Parts	29.05
National Grid	681.72
NBT Credit Services	257.61
Spectrum	224.98
Temp Force LP	811.80
NYS & Local Retirement	145,846.29
Christopher R. Jablonski	30.00
Daily Gazette	160.68
Frontier Communications	474.81
National Grid	60.74
St. Andrews HVAC Contracting	1100.00
USABlueBook	207.89

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WB Mason Co., Inc.	191.67
West & Company	2,750.00
Payroll Account – NBT Bank	19,605.41
Payroll Account – NBT Bank	1,448.94
Payroll Account – NBT Bank	23,954.36
Payroll Account – NBT Bank	1,782.46
Payroll Account – NBT Bank	19,421.82
Payroll Account – NBT Bank	1,440.74
Payroll Account – NBT Bank	21,255.87
Payroll Account – NBT Bank	1,581.19
AT&T Mobility	<u>456.51</u>
	\$304,267.41

Capital Project Audit:

C.T. Male Associates	\$24,110.00
C.T. Male Associates	<u>\$ 2,200.00</u>
	\$26,310.00

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

<u>Commissioner</u>	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Abstain</u>
Capano	X			
White	X			
Antonucci	X			
Satterlee	X			
Hartman	X			

Minutes:

Cindy informed the Board that the minutes for the October 15, 2024 and November 19, 2024 had not been finalized for approval at the time of the meeting.

Public Session:

There being no public attendees, public session was closed at 6:07 p.m.

At this time the Superintendent requested to enter Executive Session to discuss a possible formation of a contract with a third party.

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Motion was made by Commissioner Capano, seconded by Commissioner White to enter Executive Session at 6:10 p.m.

<u>Commissioner</u>	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Abstain</u>
Capano	X			
White	X			
Antonucci	X			
Satterlee	X			
Hartman	X			

Motion was made by Commissioner Capano, seconded by Commissioner Satterlee to come out of Executive Session at 6:50 p.m.

Anthony informed the Board that we have received sealed bids from three sources for the purchase of chemicals for our Filtration Plant for 2025. At this time Anthony opened the sealed bids and read the results as follows:

	<u>Shannon Chemical</u>	<u>Surpass</u>	<u>Slack Chemical Co.</u>
	<u>Company</u>		
Soda Ash	No Bid	\$20.74/bag	\$20.98/bag
Sodium Hex	\$153.27/Bag	No Bid	No Bid
Sodium Floride	No Bid	No Bid	No Bid
Chlorine Gas	No Bid	No Bid	\$428.32/150 lb

Motion was made by Commissioner Capano, seconded by Commissioner Antonucci to award the purchase of the chemicals for 2025 to the lowest bidder and to get bids as needed for the Sodium Floride. Mr. Holly inquired if we had suppliers we could use for the purchase of Sodium Floride. Andrew informed Mr. Holly that we have used Amrex in the past.

<u>Commissioner</u>	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Abstain</u>
Capano	X			
White	X			
Antonucci	X			
Satterlee	X			
Hartman	X			

Superintendent's Report:

Plant Project – Emergency Phase 1A:

Project is complete. All filters are back up and running. Phase 1B – Design Plans have been sent to the Department of Health for review and comment. Once we receive the sign-off and correct any changes they require, the project can go out to bid. C.T. Male has started work on Phase 2 of the project. We have been in contact with DOH on the design work for the conditioner. Basin and core samples were taken from the site of the new proposed basin to get soil condition results.

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Lead Service Line Project:

Anthony informed the Board that he received an email from the State stating that we have been awarded an additional \$4,508,278 grant for our Lead Line Service Replacement project, bringing our total project award to \$12,209,763 with this award. The award total includes \$2.3 million of interest free financing, if needed.

One of the contractors hired by C.T. Male was not approved as part of the WMBE program by EFC. C.T. Male has submitted the waiver request for the WMBE contractor. We are awaiting the approval from EFC.

Jake Gordon of C.T. Male is working on submitting the SRF financing paperwork which will allow us to submit our disbursement requests to EFC for reimbursement.

Jackson Spillway Project:

We are waiting on the final pay application for retainage to be able to close out the project. The engineering assessment was sent to DEC for review and final comments.

Anthony opened discussions regarding the proposed budget that was emailed to the Board members with their packets. He advised the Board of the shortfall in the budget presented and asked for discussion on where adjustments could be made. After discussion the Board agreed to shorten the workdays for summer help to half days. Other discussions included leasing a new fleet truck for Transmission & Distribution over five years as opposed to purchasing the vehicle. In addition, the Board discussed increasing the water rents starting June 2025 by 3%. The remaining shortfall would be made up with a transfer from reserves.

At this time Anthony asked to Board to enter in Executive session to discuss matters regarding personnel.

Motion was made by Commissioner Satterlee, seconded by Commissioner White to enter Executive session at 7:10 p.m.

<u>Commissioner</u>	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Abstain</u>
Capano	X			
White	X			
Antonucci	X			
Satterlee	X			
Hartman	X			

Motion was made by Commissioner Satterlee, seconded by Commissioner Antonucci to come out of Executive session at 7:35 p.m.

Motion was made by Commissioner Capano, seconded by Commissioner Hartman to approve the alternate budget presented which included leasing the new fleet truck, increasing water rents by 3% effective June 1, 2024 and shortening the workday for summer help employees. The deficiency would be offset with funds from our capital reserve account.

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<u>Commissioner</u>	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Abstain</u>
Capano	X			
White	X			
Antonucci	X			
Satterlee	X			
Hartman	X			

Motion was made by Commissioner Satterlee, seconded by Commissioner White to increase the water rents by 3% effective June 1, 2025.

The Board discussed raises for non-union employees for the coming year. After discussion, the Board agreed to a 3% wage increase for non-union employees.

Motion was made by Commissioner Capano, seconded by Commissioner Capano, seconded by Commissioner Antonucci.

<u>Commissioner</u>	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Abstain</u>
Capano	X			
White	X			
Antonucci	X			
Satterlee	X			
Hartman	X			

Resolutions:

Clerk advised the Board that there were no resolutions to be presented.

Clerk of the Water Board:

Clerk advised that there was no new information to present.

Chief Water Plant Operator:

There was no new information to present.

Motion was made by Commissioner Capano to adjourn the meeting, seconded by Commissioner White.

<u>Commissioner</u>	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Abstain</u>
Capano	X			
White	X			
Antonucci	X			
Satterlee	X			
Hartman	X			

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Meeting was adjourned at 7:46 p.m.

The next Regular meeting is scheduled to be held on January 14, 2024 at 6:00 p.m.