

GLOVERSVILLE BOARD OF WATER COMMISSIONERS

MEETING MINUTES – FEBRUARY 8, 2022

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 February 8, 2022, at 6:00PM with President Isabella presiding.

Roll Call

Commissioners-----

Isabella	PRESENT
Mauro	PRESENT
Antonucci	ABSENT
Robinson	ABSENT
Capano	PRESENT

Others in Attendance: Water Superintendent; Anthony Mendetta; Clerk of the Water Board; Christine Linart; Travis Mitchell from Environmental Design Partnership.

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 #21712 in the amount of \$118.79 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 #21712 in the amount of \$118.79 payable to Gloversville True Value. 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	
Robinson			X	
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 Mauro. The Audit #21718 in the amount of \$95.40 payable to S & J Enterprises needed to be voted on with Commissioner Mauro having to abstain from voting to approve.

Commissioner Isabella made a motion to approve Audit #21718 in the amount of \$95.40 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	
Robinson			X	
Capano	X			

GLOVERSVILLE BOARD OF WATER COMMISSIONERS

MEETING MINUTES – FEBRUARY 8, 2022

The remaining audited bills were presented and reviewed.

Easy Workforce Software	-1,158.00
United States Postal Service	-265.00
Nicolino's	-250.00
William Wager Decorating Inc	-912.50
IDEXX	0.00
WB Mason Co Inc	-29.88
Christopher R Jablonski	-214.95
Commissioner of Finance	-1,325.48
CT Male Associates PC	-7,172.50
Daily Gazette	-124.09
Ferguson Enterprises LLC	-1,231.49
Florida Blue	-359.20
Metroland Business Machines Inc	-58.14
MVP Health Care Inc	-21,742.96
National Grid	-4,316.24
NYS Dept Environmental Conservation	-110.00
St Andrews HVAC Contracting LLC	-325.00
Tolls by Mail Processing Center	-13.85
IDEXX	-5,280.44
Lexington Center	-1,028.21
United States Postal Service	-290.00
Century Linen Service, Inc	-36.75
Charter Communications Holdings LLC	-72.98
Cranesville Block Company Inc	-103.28
Empire BlueCross Retiree Solutions	-7,033.00
Ferguson Enterprises LLC	-2,320.50
Florida Blue	-449.20
Frontier Communications Corporation	-601.80
Fulton County Dept of Waste	-57.52
Fulton County IDA	-5,000.00
G A Bove & Sons Inc	-4,239.34
Hummel's OP Inc	-70.37
Kingsboro Lumber Co Inc	-24.99
Marcus Noble Inc	-264.44
National Grid	-68.11
Nethaway Motorcar Co LLC	-973.46
Telecon Wireless	-271.95
Tolls by Mail Processing Center	-4.18
WB Mason Co Inc	-140.74
NYS Dept of Taxation & Finance	-140.00
NYS OTDA- LIHWAP Bureau	-200.00
NYS OTDA- LIHWAP Bureau	-20.13
NYS OTDA- LIHWAP Bureau	-68.02
Christopher R Jablonski	-175.00
Jeffrey F Lehner dba JFL Inc of Fulton Co	-155.82

GLOVERSVILLE BOARD OF WATER COMMISSIONERS

MEETING MINUTES – FEBRUARY 8, 2022

JM Berry Enterprises Inc	-125.00
MVP Select Care Inc	-50.00
National Grid	-1,490.13
Post Mark Ship Print Inc	-25.62
Runnings Supply Inc	-446.36
Payroll Account NBT Bank	-18,256.53
Payroll Account NBT Bank	-1,329.15
Payroll Account NBT Bank	-19,520.51
Payroll Account NBT Bank	-1,425.78
Morgan White Administrators	-634.09
Frontier Communications Corporation	-311.01
Payroll Account NBT Bank	-23,002.38
Payroll Account NBT Bank	-1,692.26
	<u><u>-137,008.33</u></u>

CAPITAL PROJECT AUDIT:

C.T. Male Associates - \$3,075.00

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	
Robinson			X	
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.

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

At this time in the meeting Travis Mitchell from Environmental Design Partnership (EDP) was invited to speak to the Board. EDP is a group of Engineers who specialize in site/civil engineering, environmental engineering, landscape architecture, and land surveying. Anthony wanted Travis to come in to meet the Board and outline his partnership's qualifications as we are looking to find alternate options for engineers to manage future projects. Travis then outlined EDP's experience and qualifications as follows:

1) EDP is based out of Clifton Park. Travis's father started the company 50 years ago. EDP has 30-34 employees who consist of Engineers, Surveyors, Wetlands Specialists, Biologists etc...EDP provides an even mix of services for residential, commercial, and municipal contracts. EDP has provided engineering services for big projects for the State and services for several local entities.

GLOVERSVILLE BOARD OF WATER COMMISSIONERS

MEETING MINUTES – FEBRUARY 8, 2022

2) Travis then Listed some examples of projects and municipalities that EDP has done work for:

- 1) The Saratoga Water Authority modeling of water system and research for additional water storage as needed for expansion plans.
- 2) Wilton Water Authority (manages all the infrastructure for the town of Wilton).
- 3) Town of Charleton Water
- 4) Town of Northampton for Water Projects qualifying for several grant opportunities.
- 5) Town of Johnstown - EDP has worked with the Town and Fulton County on various water/sewer projects. Started working with the County approximately 10 years ago on the SMART Waters Project, worked for the County on the Route 30-30A project and is currently working with the Town on the expansion of our water for Town Hall and for expansion of our water to the end of Saratoga Boulevard.

Commissioner Mauro asked Travis if they had any experience with DAMS. Travis said that unfortunately they do not . However, Travis has a lot of contacts with other firms that specialize in Geo-technical work that he would be willing to either outsource or sub-contract to for Dam work. Travis also informed the Board that he, his father and some of the other partners from the firm have a water/sewer system that they own and operate themselves in the Town of Milton. This group owns and operates a Water/Sewer system that services approximately 3,000 customers. Travis explained that by running their own system they not only have gained experience with the design of the system but the day-to-day operations of the system. Travis and his partners have operators and employees in Milton running the system, meter reading, billing etc.

Commissioner Mauro asked Travis to outline the companies they sub-contract to for the Geo-tech/ Dam Work. Travis told the Board that they have a few contacts and companies to include C.T. Male, a cousin of Travis who does Geo-Tech work for the State, and a colleague in Vermont with a Geo-tech Firm. Commissioner Mauro explained that we are looking for a good firm to oversee our Dams as years ago we had to replace a spillway twice as the original engineering firm did not know what they were doing. Travis assured the Board that even though dam work is not in their realm of experience, that they would still work with us to find the right fit.

Anthony then explained to Travis that one of our next big projects is the Water Treatment Plant and Distribution System improvement project. This project is a 5-million-dollar project and we have applied for a WIIA Grant through EFC for this project in the amount of 3 million dollars. This project is for updates to the Filtration Plant and some Distribution upgrades. Anthony asked Travis if EDP has any experience with Water Treatment plants and upgrades. Travis explained that this type of work would be subbed out. Travis explained that EDP is strong in Distribution systems and Storage.

Commissioner Mauro then mentioned the storage and turnover issues we are having with the Eagle Street Water Tank. Anthony then explained some of the key issues we are having with the lack of turnover at the tank. Commissioner Mauro asked Travis if it would be worth it to have EDP look at our system and see if they can find something that we are not seeing to try and solve the turnover issues at the Tank. Anthony explained that part of the project he mentioned was that we have been mandated by the Dept. of Health to install a new pump station to service the Grandview Drive and surrounding area that currently have bad water pressure issues. Anthony would like to take a look at this closely as he does not want to install a \$250,000 pumpstation to service 40 homes if it is not necessary. Anthony is hoping we can produce alternate plans such as household pumps if the Dept of Health would agree. Travis explained that he is currently working on a similar situation for a private company in Malta. Anthony explained that some of our biggest water users are south of our water tank, and it does not seem that water is coming from the tank for these users. Anthony has been told it is because we have a great system however, he does not understand why we should not be able to install pressure reducing valves in certain areas to control this and force water out of the tank to these areas. Travis outlined that they use a very extensive modeling software system that can be used very easily by the client when they get a system modeled in the software. Travis explained that EDP just did some work for a client, took all their as built

GLOVERSVILLE BOARD OF WATER COMMISSIONERS

MEETING MINUTES – FEBRUARY 8, 2022

plans/maps brought them into Google Earth geo-referenced it put all the information on the client's server. With this system the client can now see where they are, click on the outline of the map and it pulls up the as built plans for their distribution system/ water lines valves, etc.

Anthony asked Travis if he had any experience with Grant writing or if EDP has a Grant writer on staff. Anthony also asked if they had any experience with securing funding through EFC and other State and Federal agencies. Travis explained that he does not have a grant writer on staff. However, EDP has worked with EFC and is currently working with the town of Northampton who has applied for a WIIA grant. Travis assured Anthony that they could oversee any future grant applications on our behalf.

Anthony went on to explain that we just received a GIGP Grant to replace all of our meters in the city and asked Travis if they had any experience with meter replacement projects. Engineering work would entail overseeing contracts, payment applications and submittal of required MWBE documentation. Travis assured the Board that he has managed several projects involving EFC, OSR, Rural Development etc.

Anthony also explained that we may be looking for a firm to provide an Engineering Report to highlight the needs we may have due to our aging infrastructure. We would like to have something in place so that if and when the infrastructure bill is final, we will have an Engineering report in place for funding. Travis left some packets for the Board that outline EDP and their references and told the Board that he would love to work with us in the future. The Board thanked Travis for coming and he then left the meeting.

At this time, the Board discussed Travis and his company a little further. The Board's consensus was that we try Travis and EDP for some of our smaller projects and see how things go. The issues we are having with C.T. Male was also discussed. Anthony also was concerned that we leave our Dam work with C.T. Male as it is very extensive. The Board also made the suggestion that we include EDP in on the upcoming Kingsboro Ave Water Main Repair project as it is small, and we can see how we like the services that Travis can provide. Anthony and the Board also discussed that we may want EDP to take a look at our issue with the turnover with the tank and discussed some alternative ideas that Anthony has been considering such as pressure reducing valves on certain water lines to restrict the flow of water from the clear well as to force water to be used from the tank. Anthony also discussed the possibility that the butterfly valves that were put in for the Tank Project may be restricting the flow coming from the tank. Steve suggested that if Travis's software is as good as he claims, he could possibly put in the specifications for the tank and have the software show us the flow that is available through a butterfly valve and an alternative gate valve. This may show us if a gate valve should have been installed for the tank project. Anthony will contact Travis to take a look at this issue, and to possibly offer him the opportunity to bid on some of our smaller upcoming projects.

Superintendent's Report:

Superintendent Mendetta discussed the following issues with the Board:

- 1) **WIIA Grant Water Plant Imp/EFC:** Anthony told the Board that we still have not heard anything back concerning our application for a WIIA Grant for our Water Plant & Distribution Improvement Project. Hopefully, we will hear something soon.
- 2) **GIGP Grant Application :** We received the GIGP Grant Agreement for signature and sent back to EFC to be fully executed. Anthony will be setting up a follow up phone call with EFC as soon as we receive back the fully executed contract. Anthony will follow up with EFC to discuss and propose the execution of a contract for the Project with Ti-Sales as a sole source provider for the installation of the new AMI meter system and replacement of all meters in the City. We are anticipating the project to kick off in the beginning of April.
- 3) **Jackson Summit Spillway Project:** Anthony informed the Board that late today we finally heard back from DEC in regard to the Alternate work added to the project for the replacement of the wingwall and apron. The question came up if we needed a

GLOVERSVILLE BOARD OF WATER COMMISSIONERS

MEETING MINUTES – FEBRUARY 8, 2022

new permit due to the additional work or a modification. We heard back from DEC that we will have to make a minor permit modification. We are hoping to get this project out to bid soon.

- 4) **Filtration Plant Painting:** Anthony informed the Board that the painting at the Filtration plant has begun. So far everything is looking great. Anthony reminded the Board that we had added additional money to the budget to cover re-painting of the steps at the plant. Anthony got quotes to repaint the steps with an epoxy granite slip resistant paint and also have new kick plates installed on the front of the steps. The cost would be \$5,897.40 which was the lowest price quoted by Advanced Cleaning & Restoration Services for the epoxy painting, Adam Hancock for the new metal kick plates on the steps, and WW Custom Clad for the powder coating on the steps.

A motion was made by Commissioner Mauro to allow the Superintendent to contract with Advanced Cleaning & Restoration Services to repaint the steps at the Plant with an epoxy granite paint, with Adam Hancock to install new metal kick plates, and with WW Custom Clad to powder coat the steps. With the cost of the contract not to exceed \$5,897.40. The motion was seconded by Commissioner Capano.

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

- 5) **Civil Service : Chief Plant Operator/Operator Trainee:** Anthony informed the Board that Andrew scored #1 on the Civil Service Test for Chief Plant Operator and has officially been appointed to the position. Anthony requested another Civil Service Test be given for a Plant Operator/Trainee as we are anticipating the retirement of Chris Ashbey at the end of the year. The current list is from 2017. The new exam will be held March 19, 2022. Matt Conca, who transferred to the plant from T&D for maintenance will be taking the test. Anthony has also signed Matt up to become a 2A operator and he is in the process of taking the course through NYS Rural Water. Once Matt completes the course, he will take the exam through the Dept. of Health, and he will be an 2A operator. We will then hire another Trainee off the Civil Service list to take Chris Ashbey's place. We will have to send either Garin or Jamie to get their 1A operator License. We must have (2) 1A Operators at the plant if we do not, Andrew cannot be more than an hour away from the plant at any given point.
- 6) **Fluoride Removal:** Anthony reminded the Board that at the last meeting the Board discussed and was in favor of removing Fluoride from our water. We are still working with the Dept. of Health on that along with the Board of Elections to get a referendum added to the ballot to take fluoride out of our water. Anthony and Andrew are still putting together a press release for the public for our reasons why we would like to remove Fluoride. At the next meeting Anthony would like to have an official press release ready for the Board to review, make any adjustments or additions and pass an official resolution to remove fluoride from the water in Gloversville pending the official vote by the public.
- 7) **Kingsboro Ave Water Main Permanent Replacement:** Anthony informed the Board that we had another water main break around the corner from the Kingsboro Ave major break on Glenwood Ave. We again had to hire a company to install a line stop because 2 out of the 3 gates shut down while the 3rd broke. We then had to proceed to the intersection of W. 10th Ave and Kingsboro to dig that gate up. While digging the gate up on W 10th/Kingsboro we found that the gate had 3 feet of concrete poured over the top of it. Therefore, when we go back to complete the final permanent replacement of the line on Kingsboro Ave, Anthony would like to extend the project to cover this gate that has been encased in concrete. We were also able to install a brand-new gate to replace the one that broke with installation of the line stop. Anthony did meet with the mayor in regard to the Permanent Replacement of the Water Main and asked him if the city would be willing to help us out in anyway possibly giving us some of the Covid Relief money they recently received. Anthony explained how much it cost us the day of

GLOVERSVILLE BOARD OF WATER COMMISSIONERS

MEETING MINUTES – FEBRUARY 8, 2022

Major break and he explained that it will cost us almost another \$200,000 to complete the final replacement. The mayor was in favor of wanting to help us more so with the new infrastructure bill coming up. The mayor told Anthony that he was recently on a conference call with representatives from the Conference of Mayors and they told him that there was going to be major funding for infrastructure coming to municipalities from the EPA . The mayor is going to keep us posted as funding becomes available and will help us in anyway to secure whatever funding/grants we can.

Anthony then reiterated his plan to have an Engineering Report done to outline our current infrastructure, its age, and need for replacement, so that when the federal infrastructure funding becomes available, we are ready to go after it. Anthony also mentioned that he met with Nathan Littauer Hospital last week concerning the Major break and how it affected them. Anthony told the hospital that if we can get our hands on some of this Infrastructure funding, we can try to prioritize the installation of new valves near the hospital so that if a major break occurs again, we can isolate the flow for quick repair. Anthony also told the Hospital they are currently tapped on the 20" water main and suggested that they consider installation of another tap on the 18" water main that is also located there. By installing an additional tap, the hospital would be protecting itself because if we had an issue on the 20" main we could shut it down and switch them to the 18" main while completing the repair. Anthony gave the Board an example that if we ever have to turn off our oldest "spur valves" we would have to perform 435 turns to shut them down. According to the Mayor, when the funding is announced the city is willing to offer up Nick Zabawsky services to help us to secure money through these funding opportunities. Christine also mentioned that she and Anthony had talked about the possibility of us buying our own Line stop machines. However, after Anthony spoke to our employees, they would not be comfortable running these machines as there is a specific process and level of expertise needed to run this equipment and without the right experience and training can be extremely dangerous. Anthony did say it might be good for us to have a smaller line stop machine for smaller instances such as a broken fire hydrant or updating Hydrants.

When Anthony again mentioned the idea of getting proposals from Travis at EDP and C.T. Male for an Engineering Report on the current state of our Infrastructure, the Board then again discussed their displeasure with C.T. Male in regard to the Water Tank and that they would like to look for other Engineering Firms that may be more proactive in regard to our needs. Anthony also suggested that we could also assess our flows throughout the city by possibly installing gauges on the fire hydrants throughout the city and flow meters on the lines coming from the clear well and the tank to assess where our water is coming from for certain areas of the city. We could then use this information to possibly find where we could divert the water from being used out of the clear well to be used from the Tank and solve the turnover issue there.

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

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

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

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

GLOVERSVILLE BOARD OF WATER COMMISSIONERS
MEETING MINUTES – FEBRUARY 8, 2022

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

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

The next meeting will be held on Tuesday March 8, 2022, at 6:00pm.