

GLOVERSVILLE BOARD OF WATER COMMISSIONERS

MEETING MINUTES – MARCH 7, 2023

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 March 7, 2023, at 6:00 PM with President Antonucci presiding.

Roll Call

Commissioners-----

Antonucci PRESENT
Capano PRESENT
Isabella PRESENT
White PRESENT
VACANCY

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

Christine then explained to the Board that she had Audits that she had to pull out of our regular Audit List.

These items must be voted on separately due to a conflict with Commissioner Capano.

The Audit #22415 in the amount of \$233.80 and Audit# 22463 in the amount of \$73.73 payable to Gloversville True Value needed to be voted on with Commissioner Capano having to abstain from voting to approve.

Commissioner Antonucci made a motion to approve Audit# 22415 in the amount of \$233.80 and Audit# 22463 in the amount of \$73.73 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>
Antonucci	X			
Isabella	X			
VACANCY				
Capano				X
White	X			

Christine then 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 Antonucci.

The Audit#22413 in the amount of \$222.95 payable to Gary Antonucci DBA Wood & Lock needed to be voted on with Commissioner Antonucci having to abstain from voting to approve.

Commissioner Isabella made a motion to approve Audit# 22413 in the amount of \$222.95 payable to Gary Antonucci DBA Wood & Lock.. The motion was seconded by Commissioner White.

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

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The remaining audited bills were presented and reviewed:

Parish Engine & Generator LLC	-3,126.21
Mary Ellen Hennelly	-1,391.88
Asante Sign Group	-10,386.09
Joshua G Cameron	-1,200.00
Empire BlueCross Retiree Solutions	-7,349.50
Fulton County Treasurer	-63,713.03
James Gottung	-100.00
Fidells Care	-617.71
Fulton County IDA	-5,000.00
NYS Dept Environmental Conservation	-110.00
Ti-Sales Inc	-83.34
Andrew White	-92.00
Easy Workforce Software	-1,650.00
Eric Lentini	-250.03
Florida Blue	-889.40
Frontier Communications Corporation	-802.12
Home Depot	-467.24
National Grid	-4,573.98
NBT Credit Services	-1,727.08
Santander Bank N.A.	-18,531.08
Spectrum	-97.98
Christopher R Jablonski	-2,029.95
Audrey Mendetta	-600.00
Advanced Cleaning & Restoration Services	-535.00
Amrex Chemical Co Inc	-3,847.50
CDPHP	-25,488.00
Century Linen Service, Inc	-91.00
Chris Rizzo Trucking Inc	-382.50
Commissioner of Finance	-700.87
Core & Main	-4,772.96
Daily Gazette	-469.30
Frontier Communications Corporation	-131.94
Fulton County Dept of Waste	-9.57
G A Bove & Sons Inc	-3,184.18
General Hydraulics Inc	-18.80
Hach Company Inc	-335.95
Howell Benefit Services, WEBSURANCE TRUST	-1,313.36
Hummel's OP Inc	-464.58
Jeffrey F Lehner dba JFL Inc of Fulton Co	-131.00
JM Berry Enterprises Inc	-950.00
Kingsboro Lumber Co Inc	-1,423.74
Lowe's	-887.30
Mirabito	-390.49

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National Grid	-39.97
NBT Insurance Agency	-42,707.00
Nethaway Motorcar Co LLC	-167.77
Runnings Supply Inc	-1,245.55
Sacandaga Enterprises LLC	-200.00
Security Supply Corp	-1,624.32
Stephen Miller General Contractor Inc	-26.00
Telecon Wireless	-1,067.80
Tolls by Mail Processing Center	-10.56
United States Postal Service	-290.00
VWR International LLC	-510.49
Walter Pratt & Sons Inc	-88.13
WB Mason Co Inc	-979.85
WL Construction Supply Inc	-419.22
United States Postal Service	-315.00
Payroll Account NBT Bank	-21,277.62
Payroll Account NBT Bank	-1,549.67
Payroll Account NBT Bank	-19,017.48
Payroll Account NBT Bank	-1,376.73
Payroll Account NBT Bank	-19,863.62
Payroll Account NBT Bank	-1,441.49
Payroll Account NBT Bank	-19,251.30
Payroll Account NBT Bank	-1,394.67
Frontier Communications Corporation	-311.01
Morgan White Administrators	-680.22
Payroll Account NBT Bank	-19,547.03
Payroll Account NBT Bank	-1,417.27
W2 Operator Training Group LLC	-1,000.00
Fidelis Care	-497.71
Airgas Inc	-329.38
Cast Plumbing & Heating Inc	-695.48
CDPHP	-23,320.00
Christopher R Jablonski	-1,016.25
Commissioner of Finance	-1,569.45
National Grid	-3,599.09
Quadient Inc	-7,995.00
Warren Tire Service Inc	-62.90
Zach Palmer	-1,050.00
United States Postal Service	-1,087.56
Virginia Cary	-200.00
Virginia Cary	-60.00
Alvin Hichens	-700.00
Christopher R Jablonski	-1,851.90
American Water Works Association Inc.	-87.00
Century Linen Service, Inc	-45.50
Daily Gazette	-41.73
Data West Corporation Inc	-3,240.00

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Florida Blue	-462.60
Frontier Communications Corporation	-677.97
Fulton County Dept of Waste	-45.26
G A Bove & Sons Inc	-3,033.78
Hach Company Inc	-287.00
Jeffrey F Lehner dba JFL Inc of Fulton Co	-26.94
JH Consulting Group Inc	-2,362.00
Kingsboro Lumber Co Inc	-46.17
National Grid	-1,443.71
NBT Credit Services	-408.05
Nethaway Motorcar Co LLC	-104.34
Runnings Supply Inc	-109.32
Security Supply Corp	-48.56
Spectrum	-107.98
Telecon Wireless	-384.26
Ti-Sales Inc	-2,536.80
WB Mason Co Inc	-175.02
Adirondack Water Works Conference	-350.00
Payroll Account NBT Bank	-18,985.38
Payroll Account NBT Bank	-1,374.31
Payroll Account NBT Bank	-22,495.89
Payroll Account NBT Bank	-1,642.82
Payroll Account NBT Bank	-20,938.42
Payroll Account NBT Bank	-1,523.95
	<u><u>-455,155.91</u></u>

CAPITAL PROJECT AUDIT:

Ferguson Waterworks -	\$ 23,622.98
C.T. Male Associates -	\$ 232.50
JC Smith -	\$ 193.90
W L Construction Supply Inc.	\$ 419.22
Ti-Sales Inc. -	\$ 39,448.75
Ti-Sales Inc.	\$ 97,526.48

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

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

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The minutes of the last meeting and a Special Meeting held on February 28, 2023, were presented, and a motion was made to accept the minutes by Commissioner Antonucci. The motion was seconded by Commissioner Isabella.

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

Superintendent's Report:

Superintendent Mendetta discussed the following issues with the Board:

1) GIGP Meter Project - Anthony informed the Board that the Meter Project is progressing very well. The Install company have 6 technicians out in the field completing 12-to-13-meter installs per day. The most recent update we received for the week ending 2/25/23 shows 474-meter installations completed. We have completed in house with our employees all the Commercial and Non-Industrial 1 ½" to 2" meters. We are also working through some of the problem installs or non-standard installs that the Hydro Utilities could not complete. We have been finding some errors of meter sizes not being correct in our billing system. Anthony then discussed an error we found with the Nathan Littauer Surgical Center at 84 E. State Street. While setting up an appointment for a new install, it was discovered that in 2011 when our guys put in a new tap at the location for the surgical center, no one informed Christine that they were now using City water. Anthony wanted to discuss with the Board how they want us to proceed if they want us to try and re-coup some of this money. Christine gave the Board an estimate based on usage since 2011 at today's water rates and came up with a figure of approximately \$26,248.00 owed by Nathan for water used since 2011. This location had been charged and for City Sewer under the prior owner and had a private well for water. When Nathan Littauer purchased the property we put in a new tap, but no one informed Christine to begin charging them for Water. Therefore, Nathan Littauer has not been paying for their water usage since 2011. After further discussion, it was brought up that their may be laws in place in regard to the length of time you can go back to collect a debt under this type of circumstance. Most of the Board members agreed that we should try to re-coup as much of this lost revenue as possible. Christine is going to research if there is any state law that limits how far we can go back to collect this. If there is no law, the board wants Christine to move forward with adjusting the bills and billing Nathan for water used since 2011. Anthony also assured the Board that we are now going to put procedures in place for new taps, so this does not happen again.

2) Water Treatment Plant Rehab Project- Anthony informed the Board that the RFQ for engineering services for the project is now out to bid. Anthony would like to hold a Special Meeting on March 28, 2023, to go over the Request for Qualifications received so that we can get an engineering firm in place so that we can move forward with design for the project. Andrew and Anthony met with C.T. Male in regards the proposed installation of a solar field up at the plant as part of the Plant Rehab project. We found that we will not need any special Zoning Board approval for the proposed solar installation. C.T. Male is going to take a look at the proposal from Active Solar to make sure that it will satisfy our needs. C.T. Male has staff that specialize in Solar upgrade projects, and they will be reviewing this proposal and any others that we obtain. Andrew mentioned that one of the reps told him that if we went to Solar, and then got rid of our boiler and went with electric heat at the plant, we could save a lot of money. We would also still have back up power, with our Generator. Anthony then reiterated that the first part of the project or Phase 1 would address the critical needs of the plant such as the valves and pipe gallery upgrades with the Solar Panel Installation to be added as a very small part of the project. Anthony has been working with DOH on the Engineering Report for Phase 2 of the project. Anthony and Andrew have been discussing the idea of abandoning the West-Tech system for the replacement of the Conditioner. They are considering building a new in-kind Conditioner alongside our current one. Andrew suggested that after they get the new conditioner up and running that we may want to have them re-point the old Conditioner so that we have a backup. We could then run both Conditioners at half capacity, which would prolong their lifespan. The preliminary engineering report estimate for the West-Tech System was 2.2 million dollars. Anthony feels that by going with the in-kind conditioner, the cost will be considerably less. Our current conditioner has lasted since

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1939. Anthony stated he does not feel that our budgets can withstand the extra cost of maintenance for the West-tech System, not to mention the cost of the Pilot Study that would have to be done prior to installation. Andrew suggested that if we do install a new conditioner that we consider having it covered with some sort of metal roof to protect it from the elements and sunlight.

3) Town of Johnstown 349 Project – Anthony and Andrew met with Scott Henzie from Environmental Design Partnership, Jack Wilson and his deputy last week concerning the proposed water line extension to Route 349 project. This project will be completed under the SMART Water agreement. The town will be partnering with the county to create a new water district in this area. We would eventually own and maintain the water infrastructure after the project is complete. We would also be responsible for minimal sampling. Anthony pointed out that there is a stipulation in the Smart Water Agreement that will allow us to charge for miscellaneous fees. He feels that we should come up with some sort of fee to cover the additional sampling costs for this additional water district. In the 349 project the Town also added alternate bids to include Pleasantview Drive and Green Road in the water district as well. Andrew mentioned that Mr. Henzie was also saying that they may be considering running water into Mayfield along with sewer lines in the future.

4) Lead Line Service Replacement Project – Anthony informed the Board that we were advised by DOH that we will not be getting an extension of our Lead Line Replacement grant. Therefore, the remaining lead grant money will run out 2/29/2024. Currently the remaining grant money we have left according to DOH is approximately \$357,624.00 minus the most recent reimbursement request to be submitted by Christine later this month of approximately \$57,000 leaving us with roughly \$300,000. Anthony stated that we have 13 long and 21 short side lead services left to be replaced in house per applications submitted by homeowners. Christine and Anthony would like to come up with a cost estimate to complete the remaining services plus 10 or so extra to cover any service leaks on lead services in house with our crew. Once we get the cost estimate we will deduct this from the remaining grant funds and go out to bid with a contractor to complete as many more Lead Service Replacements as we can with the funds remaining. Anthony has already checked with DOH that it is ok to contract out Lead Service Replacements to a private contractor using our remaining grant funds. Anthony has asked C.T. Male and Environmental Design Partnership (EDP) to give us proposals to provide engineering services for the Lead Service Replacements to be bid on and completed by an independent contractor. Last year C.T. Male put together a preliminary engineering report for the Bi-partisan Infrastructure Bill to include the continuation of lead line service replacements for municipalities. C.T. Male completed this report and listed our continued lead line service replacement project on the NYS Intended Use Plan (IUP) listing. Under the IUP listing, we scored top 10 in the state to receive grant funds to replace our remaining lead services throughout the city. This new program will be run exactly as it is now with no match. If we apply for this grant, we are looking to possibly receive 7.7 million dollars for continuation of our Lead Line Service Replacement Project. The new federal Bi-partisan bill through the EPA which is funding lead service replacement projects is considering a galvanized service downstream of another lead service as a required replacement. In the Engineering Report we called for our guys in house to replace all services where it is lead on our side and copper on the homeowner's side and we called for any services needed to be run into the owner's home to be replaced by a contractor. We completed 152 lead replacements in house since 2018. We started with 2,500 lead services per our inventory. Andrew also pointed out that with our meter project the install company has been cataloging all of our services for an inventory that will be required by the EPA for all of our services. This inventory will be required to be submitted to the EPA by 2024. We will get back to Lead Service Replacements in house when the weather breaks. The Bi-partisan funding award letters will be issued after the public comment period ends on 3/10/23. We would then have to submit an application for the grant.

5) Logging @ Plant & Water Shed – Anthony informed the Board that all the logging has been completed up above and behind the Plant. Next week the forester will begin marking trees for the next timber sale to include red and white pine which is in demand right now. Most of the trees are located near the Brady House area. This sale will probably go out to bid within the next month or two.

6) Jackson Spillway Project – Anthony informed the Board that he will be meeting with Keller at the site tomorrow and go over the plans for Keller to start work there again and go over the additional Change Order work that should be done for replacement of the valves in the Gate House. Keller will be getting us an additional cost estimate for this work. Anthony explained that this work will include the replacement of the emergency valves; one that would be used in the event that they had to dump water from the reservoir in the case of dam failure and the other that controls the flow of water from Jackson to Rice Reservoirs. Anthony also assured us that we will be documenting the exercising of these valves per a regular maintenance schedule to keep them in good working order.

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5) Blue Triton (Dickson Site) - Anthony met with Kent a couple of weeks ago. All testing has been completed. They have 3 test wells up and running measuring the spring water in the Dickson area. Kent asked Anthony for a map of the Dickson Reservoir site as he believes there is a discrepancy between their records and the maps. Kent believes that we might own additional land with whereby an additional spring may be located to be developed. Kent suggested that Blue Triton may want to have, and updated survey done of the area paid for by them. Kent was also looking around at other Water Shed property for possible springs especially near our Rice Reservoir.

6) Master Meter Sale of Old Meters- Anthony informed the Board that he reached out to Master Meter to see if they would be willing to purchase the remaining meters, they owe us per our agreement. Anthony read Master Meter's response whereby due to the age of the replacement meters sent to us that are un-installed on our shelves they are not willing to give any monetary compensation for any of these meters. Additionally Master Meter responded by stating that they are not willing to give any additional compensation beyond the terms of the original agreement. This means that they do not want to give us any money other than when we remove the remaining dead meters, they will keep sending us new replacements. Anthony then told the Board that Kevin, the owner of the installation company replacing our current meters, does a lot of business with municipalities up and down the east coast. Kevin has agreed to send out a mass e-mail to his contacts to see if anyone would be interested in purchasing these meters from us. We did get a call from Broadalbin, we thought that they wanted all of the meters, but only wanted 3 dozen. Anthony and the Board then discussed the price they think we should sell them for. Anthony reminded them that the warranty may not be transferrable. Anthony would like to put some of the used meters that have been sitting on the shelf out on a municipal bid website and start the bidding at the scrap cost. The Board agreed to a price of between \$150 to \$200 with Anthony to present any lower offers to them for approval.

4) Fluoride Equip Update: Andrew updated the Board that the Fluoride Survey results are in. We had 372 yes responses to keep Fluoride in the water, 165 no responses, 16 residents that do not drink the water but want fluoride, and 23 undecideds. We will be surveying District #1 as our last District to be done in July of 2023. Andrew then went on to explain further issues we have been having with the Fluoride feeding equipment. Andrew explained that since the beginning the Fluoride was not going into the solution and was clogging up the pipe. Andrew took the float off to get more water flow through the pipe as the float was stuck. We then found out that we needed to replace the auger to fix the feeding issue, but now it is still clogging up all the time. Andrew went down below to inspect the injection point. Andrew instructed Alvin to make some adjustments to this to mirror the other injection points at the plant that they do not have issues with. While doing so they had some issues and had to have the City guys come in and help get everything back up and running. Andrew reiterated that the Fluoride machine has been a terrible problem since it was installed. Andrew explained that at the last seminar he attended the AWWA has already lowered the dose of fluoride down. The optimal dose of fluoride used to be .8 to 1.2 they have now lowered the optimal dose of Fluoride down to .7 parts per million. Andrew also stated that anything below a .6 has no effect on dental health so he believes that a .7 dose probably does not do that much as a whole. Andrew believes that the reason the AWWA has lowered the dosage is that we are obtaining fluoride from so many other sources today.

Clerks Report:

1) *Christine had the following requests for billing adjustments:*

1) *Request for Adjustment for 23 Highland Terrace*

Adjustment : Credit Water \$147.42; Credit Sewer \$87.86; Credit Infra \$30.59. Bill estimated too high based on last read while they had a leak.

2) *Request for Adjustment for 255 Kingsboro Ave*

Adjustment : Credit Water \$62.79; Credit Sewer \$38.13; Credit Infra \$12.24. Water running to prevent Frozen Service Est based on prior usage.

3) *Request for Adjustment for 37 W. State Street*

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Adjustment: Credit Sewer \$377.68. Due to adjustment made per Sewer Board.

Commissioner Capano made a motion to approve the above noted billing adjustments. The motion was seconded by Commissioner Isabella.

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

2) **Mail Sorter/Folder Machine:** Christine informed the Board that we received our new Quadient Mail/Folder machine. We are supposed to be receiving a refund check for the old Pitney Bowes machine that has not worked properly since we purchased it. Christine received a quote from Metroland Business Machines to bring our old spare Neopost mail sorter machine up to a viable back up unit at a cost of approximately \$790.56.

Commissioner Antonucci made a motion to allow Christine to accept the Quote from Metroland Business Machines to Clean and bring our old Neopost Mail/Folder Machine back up to a viable back up unit for processing mail/billings for the Department. The motion was seconded by Commissioner White.

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

Commissioner Antonucci made a motion to go into executive session to contracts & personnel. The motion was seconded by Commissioner Capano.

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

Commissioner Isabella made a motion to leave the executive session. The motion was seconded by Commissioner White.

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

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Commissioner Isabella made a motion for approval to hire Jamie Mendetta part-time at 30 hours per week as the Secretary to the Superintendent. With position starting rate of \$18.50 per hour. The Motion was seconded by Commissioner White.

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

Commissioner Capano made a motion to adjourn the meeting. The motion was seconded by Commissioner Isabella.

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

The next meeting will be held on Tuesday April 11, 2023, at 6:00 PM.