

GLOVERSVILLE BOARD OF WATER COMMISSIONERS

MEETING MINUTES – MARCH 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 March 8, 2022, at 6:00PM with President Isabella presiding.

Roll Call

Commissioners-----

Isabella	PRESENT
Mauro	PRESENT
Antonucci	PRESENT
Robinson	PRESENT
Capano	PRESENT

Others in Attendance: Water Superintendent; Anthony Mendetta; Clerk of the Water Board; Christine Linart; Tenants from 143 E. Fulton Street.

At this time in the meeting the tenants residing at the property located at 143 E. Fulton Street asked to address the Board. The gentleman and his wife explained that they had a frozen service that we had unthawed. After the 1st instance we told them to keep the water running a little bit to prevent a re-freeze of their service. The tenants explained that they could not leave the water running as they still had a leak which caused the service to freeze a second time. Our staff explained that it is a \$200 charge when we go back after an initial frozen service. We went back and unthawed the service a second time, the leaks were still not fixed completely, and the service froze a third time. Upon request to unthaw the service the 3rd time, the Superintendent mandated that the tenants pay \$200 in advance for us to unthaw the service the 3rd time. The tenants wanted to speak to the Board to see if they would be willing to unthaw the service one more time and allow them to pay the \$400 owed for both unthawing services by April 1, 2022, as they have no money at this time and are trying to fix the house up. Anthony explained that the Board would discuss the matter and give them a call with their decision. At this time, the Gentleman and his wife left the meeting. Anthony then went on to discuss this issue further with the Board. Anthony also informed the Board that on the weekend the tenants called in that they had no water, we dispatched Alvin to the scene, and they would not answer the door. The tenants claimed that no one came, and we had to pay 2 hours overtime pay as a result with no response from said tenants. After further discussion, the Board decided to revise the prior resolution for the policy on our department unthawing services for residents to include that the property owners be billed the set fee per an invoice separate from the regular water bill with invoice to be paid within 30 days of invoice date and water to be shut off if invoice is not paid per the new policy. Also, to add the invoice amounts to the Water Bill and add as a tax lien if continued to remain unpaid.

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

RESOLUTION NO. 2022-2

RESOLUTION ADOPTING A NEW POLICY TO BE USED IN THE EVENT OF A FROZEN WATER SERVICE FOR CUSTOMERS WHO HAVE AN ACTIVE ACCOUNT(S) WITH THE GLOVERSVILLE WATER DEPARTMENT. WITH SAID RESOLUTION TO REPLACE PRIOR RESOLUTION NO. 2022-1 ADOPTED ON JANUARY 19, 2022.

WHEREAS, the Board of Water Commissioners wishes to revise a formal written policy in the event of a request for assistance from the Gloversville Water Department to unthaw a Frozen Service(s) for customers who have an active account(s) with the Gloversville Water Works.

WHEREAS, the Board of Water Commissioners wishes to set a fee schedule for the unthawing of Frozen Services for customers who have an active account(s) with the Gloversville Water Works and who request such services from the Gloversville Water Department.

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WHEREAS, The Board of Water Commissioners wishes to set a policy for collection and payment of said fee schedule for the payment of services provided by the Gloversville Water Works for the unthawing of Frozen Services for customers who have an active account(s) with the Gloversville Water Works and who request such services from the Gloversville Water Department.

NOW THEREFORE, be it hereby

RESOLVED, that the Board of Water Commissioners have executed the following fee schedule for requests for the unthawing of Frozen Water Services. Along with additional policy set to include payment procedures for the following fees.

- 1) 1st request per Service Address per winter season : Free
- 2) 2nd request and all requests following per Service Address per winter season : \$200.00.
- 3) Property Owners shall be billed the appropriate fees via an invoice separate from the regular water bill. With invoice to be payable 30 days from the original Invoice date. If Invoice is not paid within 30 days from the original Invoice date, the Superintendent or Clerk of the Water Board shall order the Water to be shut off at said premises owing a past due invoice for unthawing Frozen Services performed by the Gloversville Water Works.

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

Votes Taken:

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

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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 #21777 in the amount of \$130.69 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 #21777 in the amount of \$130.69 payable to Gloversville True Value. The motion was seconded by Commissioner Isabella.

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

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Christine 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 Antonucci. The Audits #21743 & #21759 in the amount of \$383.89 payable to John Antonucci needed to be voted on with Commissioner Antonucci having to abstain from voting to approve.

Commissioner Isabella made a motion to approve Audits #21743 & #21759 in the amount of \$383.89 payable to John Antonucci. The motion was seconded by Commissioner Mauro.

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

The remaining audited bills were presented and reviewed.

Easy Workforce Software	-660.00
Easy Workforce Software	-220.00
Commissioner of Finance	-53,988.88
Fidelis Care	-594.00
Holiday Inn Johnstown-Gloversville	-214.20
Garin S Malagisi	-197.71
Christopher R Jablonski	-525.00
Santander Bank N.A.	-18,531.08
NYS OTDA- LIHWAP Bureau	-19.10
JH Consulting Group Inc	-1,136.00
Admar Supply Co Inc	-424.36
Airgas USA LLC	-301.52
CDPHP	-22,020.00
Century Linen Service, Inc	-73.50
Commissioner of Finance	-1,789.33
Cranesville Block Company Inc	-614.48
Daniel D Rooney	-20.00
Empire BlueCross Retiree Solutions	-6,470.36
EOS Technologies	-518.40
Florida Blue	-179.60
Frontier Communications Corporation	-240.89
G A Bove & Sons Inc	-3,730.71
Glenn Davis Valve Solutions Inc	-8,000.00
H & M Equipment Co Inc	-239.64
JC Smith Inc	-464.00
MVP Health Care Inc	-1,806.00
National Grid	-4,174.21
NBT Credit Services	-562.18
WB Mason Co Inc	-276.13
United States Postal Service	-982.39
NYS Dept of Health	-631.64
Adirondack Water Works Conference	-385.00
Board of Water Commissioners	0.00
Board of Water Commissioners	-1,933.89

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American Water Works Association Inc.	-89.00
Buanno's Custom Body Shop	-783.24
Charter Communications Holdings LLC	-97.98
Commissioner of Finance	-1,178.83
Core & Main	-3,207.85
Daniel D Rooney	-150.00
Frontier Communications Corporation	-580.01
Fulton County Dept of Waste	-5.00
Holland Company Inc	-6,101.70
Howell Benefit Services, WEBSURANCE TRUST	-617.29
JC Smith Inc	-295.00
National Grid	-70.66
Runnings Supply Inc	-199.49
Slack Chemical Company Inc	-3,101.00
Telecon Wireless	-649.59
Ti-Sales Inc	-684.04
WB Mason Co Inc	-30.14
Eagle Equipment Inc dba Peirce Equipment	-81.89
G A Bove & Sons Inc	-2,677.16
Payroll Account NBT Bank	-18,314.81
Payroll Account NBT Bank	-1,333.57
Payroll Account NBT Bank	-19,110.57
Payroll Account NBT Bank	-1,394.49
Payroll Account NBT Bank	-18,597.97
Payroll Account NBT Bank	-1,355.23
Payroll Account NBT Bank	-20,007.82
Payroll Account NBT Bank	-1,463.15
Frontier Communications Corporation	-311.01
Morgan White Administrators	-634.09
	-235,046.78

CAPITAL PROJECT AUDIT:

Orrick, Herrington, & Sutcliffe LLP - \$1,920.00

A motion was made by Commissioner Capano 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 Robinson.

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

Superintendent's Report:

Superintendent Mendetta discussed the following issues with the Board:

- 1) **Painting Walls/Steps @ Filtration Plant:** Anthony reminded the Board that to complete this project from our 2022 budget we need a budget amendment to take \$15,200 from Boiler Service line item to the Building Repair line item to pay for the invoices for the re-painting of the Plant and the Steps at the plant.

The Water Superintendent presented the Following Resolution and Moved for it's adoption

RESOLUTION NO. 2022-3

WHEREAS, the Gloversville Board of Water Commissioners 2022 Budget Requires Modification.

NOW, THEREFORE, BE ITS RESOLVED, that the following budgetary transfers be authorized:

Account Number	Account Description	Appropriation Increase	Appropriation Decrease
F8330.4	Other Exp/Plant - Boiler Service		\$ 15,200.00
F8330.4	Other Exp/Plant - Building Repair	\$ 15,200.00	
		\$ 15,200.00	\$ 15,200.00

RESOLVED, that this Resolution shall take effect immediately upon passage.

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

Votes Taken:	Yes	No
Commissioner Antonucci	X	
Commissioner Isabella	X	
Commissioner Mauro	X	
Commissioner Robinson	X	
Commissioner Capano	X	

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- 2) **Proposal GIGP Meter Project from C.T. Male :** We received the official proposal to provide Engineering Services for our Meter Project from C.T. Male. We went out for Request for Qualifications (RFQ's) for Engineering Services per EFC requirements for the Meter Project and C.T. Male was the only firm that submitted an RFQ for this work. The Board approved a formal Resolution to accept the RFQ from C.T. Male for our Meter Project on 8/31/21. Anthony now has gotten an official proposal for services from C.T. Male to work with us to set up and organize GIGP Files, and assist with management and grant administration activities, as needed. Anthony does not feel that C.T. Male will have to be that involved with this project

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other than the completion of some minor tasks such as reviewing and signing payment applications and completing some required reports and documentation per EFC. Because of this, the proposal has been structured for services to be billed on an hourly basis depending on who is doing the work from C.T. Male. Anthony went over the hourly rate schedule for C.T. Male as outlined in their proposal.

- 1) Jake Gordon – Project Manager - \$145.00 per hour.
- 2) Bridget Fitz-James – Civil Engineer - \$95.00 per hour.
- 3) Jim Thatcher – Community Develop Manager - \$185.00 per hour.
- 4) Melanie Krause – Community Develop Specialist - \$95.00 per hour.

The proposal was presented with an initial not-to exceed fee of \$20,000.

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

RESOLUTION NO. 2022-4

RESOLUTION OF THE GLOVERSVILLE BOARD OF WATER COMMISSIONERS WITH AN ADDRESS OF 67-73 S. MAIN STREET, GLOVERSVILLE NEW YORK 12078 AUTHORIZING THE SUPERINTENDANT TO ACCEPT A PROPOSAL FOR ENGINEERING SERVICES TO INCLUDE CONSTRUCTION ADMINISTRATION AND GRANT ADMINISTRATION SERVICES FROM C.T. MALE ASSOCIATES FOR THE GLOVERSVILLE WATER DEPARTMENT'S GIGP WATER METER REPLACEMENT PROJECT.

WHEREAS, the Gloversville Board of Water Commissioners proposes to undertake the Gloversville Water Meter System Replacement Project (the "Project") which will include the replacement of all active 3G, AMR Meters and Meter Heads (approximately 5,664 meters) with new meters and heads with 5G, AMI Technology.

WHEREAS, the City of Gloversville Water Works wishes to approve a proposal from C.T. Male Associates to provide Engineering Services to include Construction and Grant Administration services for the Gloversville Water Works GIGP Water Meter Replacement Project

WHEREAS: the Board of Water Commissioners having reviewed the annexed proposal and approve the same in form.

NOW, THEREFORE, be it hereby

RESOLVED, that the acting Water Superintendent is hereby authorized to move forward with the above referenced proposal from C.T. Male to provide Construction Administration and Grant Administration services for the Gloversville Water Department's GIGP Water Meter Replacement Project . With Construction and Administration Services to be included on a Time and Materials Basis with an initial Not-To-Exceed fee of \$20,000, 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.

Votes Taken:

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

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- 3) **Proposal from C.T. Male Jackson Summit Spillway Project:** Anthony informed the Board that he received a proposal from C.T. Male Associates to provide engineering services to include construction administration and observation services for the Jackson Summit Spillway Project at a cost of \$121,750.00. Anthony explained that he needs approval from the Board to contract with C.T. Male for these services.

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

RESOLUTION NO. 2022-5

RESOLUTION OF THE GLOVERSVILLE BOARD OF WATER COMMISSIONERS WITH AN ADDRESS OF 67-73 S. MAIN STREET, GLOVERSVILLE NEW YORK 12078 AUTHORIZING THE SUPERINTENDANT TO ACCEPT A PROPOSAL FOR ENGINEERING SERVICES TO INCLUDE CONSTRUCTION ADMINISTRATION AND OBSERVATION SERVICES FROM C.T. MALE ASSOCIATES FOR THE GLOVERSVILLE WATER DEPARTMENT'S 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. The proposed actions will address the deficiencies identified in the engineering assessment and previous NYSDEC inspection letters.

WHEREAS, the City of Gloversville Water Works wishes to approve a proposal from C.T. Male Associates to provide Engineering Services to include Construction Administration and Observation services for the Gloversville Water Works Jackson Summit Reservoir Dam Spillway Reconstruction Project

WHEREAS: the Board of Water Commissioners having reviewed the annexed proposal and approve the same in form.

NOW, THEREFORE, be it hereby

RESOLVED, that the acting Water Superintendent is hereby authorized to move forward with the above referenced proposal from C.T. Male to provide Construction Administration and Observation services for the Gloversville Water Department's Jackson Summit Reservoir Dam Spillway Reconstruction Project at a cost of \$121,750.00, a copy of which is attached to this resolution.

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

Votes Taken:

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

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- 4) **C.T Male Preliminary Engineering Report Proposal:** Anthony again reminded the Board that there will be Federal Infrastructure funds to be filtered through the State in the form of a WIIA Grant similar to the grant we received for the Tank Project. However, with a WIIA grant submission, is a requirement to have a preliminary Engineering Report completed. Anthony received a proposal from C.T. Male Associates to complete a Preliminary Engineering Report to outline our current infrastructure, its age, and areas to be targeted for replacements and upgrades. Anthony outlined several areas of concern to include the age of our valves, main transmission lines and our need to finish replacing lead services. Anthony also wanted to ask the Board if they would like him to reach out to Travis Mitchell from Environmental Design Partnership (EDP) who came in and talked to the Board at our last meeting to get a proposal from him to complete this Infrastructure Preliminary Engineering Report. C.T. Male's proposal came in at a lump sum fee of \$15,000.00. After discussion, the Board tabled the decision until Anthony could get a proposal from Travis. The Board also further discussed EDP's qualifications and felt that they may be able to complete this report for us as an alternative to using C.T. Male.
- 5) **Major Sprinkler Water Leak:** Anthony informed the Board that we had a major water leak from a sprinkler system that nearly caused a boil water advisory. After searching for the leak, we found that it was a broken sprinkler line in a warehouse storage building located at 56 Second Street that was left with no heat. We lost approximately 1.5 million gallons of water due to this leak. Anthony reminded the Board that this is not the first time this has happened to us losing massive amounts of unmetered water due to sprinkler malfunctions and negligence of the property owner to keep their piping in good order and to keep their buildings sufficiently heated. Anthony would like the Board to pass a resolution that states that we have the right to bill property owners for unmetered water loss due to negligence by property owner to keep their piping in good order including sprinkler systems. We would also like the authority to bill for any unmetered water loss as per the charter if the property owner does not keep their water pipes and fixtures protected from frost. Anthony then asked the Board if we would like to set the rate to be charged at our current year's processing cost rate or the regular water rate. Christine told the Board that the current processing cost is \$2.18 per 100 cubic feet which would equate to a bill to the property owner in the amount of \$4,371.34.

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

RESOLUTION NO. 2022-6

RESOLUTION ADOPTING A POLICY TO BE USED IN THE EVENT OF UN-METERED WATER LOSS DUE TO A MAJOR PIPING FAILURE OF CUSTOMERS WATER PIPES OR FIXTURES CONNECTED THEREWITH TO INCLUDE SEALED FIRE SPRINKLER SYSTEMS FOR CUSTOMERS WHO HAVE WATER SUPPLIED TO THESE SYSTEMS FROM THE GLOVERSVILLE WATER DEPARTMENT.

WHEREAS, the Board of Water Commissioners wishes to create a formal written policy in the event of a Major Piping Failure and loss of un-metered water as a result of neglect or failure of the owners or occupants of buildings to keep connecting or supply pipes and other fixtures connected therewith to include sealed fire sprinkler systems in good working order.

WHEREAS, the Board of Water Commissioners wishes to hold liable the responsible party should loss or damage occur to Groversville Water Work's property or if a loss of un-metered water should occur.

NOW THEREFORE, be it hereby

RESOLVED, that the Board of Water Commissioner's adopts the following policy to be used in the event of loss of un-metered water or loss or damage to property of the Groversville Water Works. With such policy to apply to major piping failure(s) of customer's water pipes and all fixtures connected therewith to include Sealed Fire Sprinkler Systems.

1. Water Superintendent and or the Chief Water Treatment Plant Operator will complete a statement of damages and estimate of un-metered water used based on normal metered water use at the Filtration Plant and the amount of Gallons used over normal daily usage on the day of the Major Piping Failure/Leak.

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2. Estimated un-metered water used will be charged to customer at the current process cost per 100 cu ft of estimated consumption according to the Statement of Damages/Estimate of Un-metered Water.
3. The process cost shall be calculated using the total expenses of the Filtration Plant as reported in the most current Annual Budget divided by the total number of gallons delivered to the City as set forth in the last Annual Report of the Gloversville Board of Water Commissioners.

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

Votes Taken:

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

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- 6) **Jackson Summit Spillway Project:** Anthony informed the Board that the plans have been submitted to DEC for their approval and for their approval of the permit modification to add the additional work for the replacement of the wing walls. Once everything is submitted, we can go out to bid. Anthony mentioned that he believed we may need an official resolution allowing us to go out to bid for the project if not done so already. Christine then verified that the Board already approved a Resolution allowing us to go out to bid for the Jackson Summit Spillway Project on 11/30/21.
- 7) **GIGP Meter Project:** Anthony informed the Board that we received the Meter Project contract from Ti-Sales last Thursday and have forwarded a copy for review to C.T. Male. Anthony and Christine are also in the process of going over the contract line by line to make sure everything is in order. We are due to meet with representatives from Ti-Sales on March 25, 2022, to make any changes to said contract. Anthony told the Board he would forward a copy to any Board member who would like to review it. Anthony also explained that any old meter in our system that has not been replaced with a multi-jet meter has a Neptune meter bottom attached. We have taken several of these old Neptune bottoms out, tested them and several have tested out at 99 to 100 %. Anthony feels that we may be able to keep the meter bottoms and only have to replace or retrofit just the meter heads to save some money. At this time, the contract only calls for a complete meter changeout with no retrofits. This is just one of the items we still need to discuss further with Ti-Sales.
- 8) **Proposal Data West – Meter Import File-** Anthony informed the Board to go along with the meter project, Christine received a quote from our Billing Software Company to create and Import/Export file to automatically convert data from our billing software to Neptune's Metering Software. This will allow a mass meter input file to be created to allow all new meters to be added into our billing system automatically and will allow all old meters to be changed out at the same time and uploaded to our Billing Software without Christine having to enter each meter into our system individually. The proposal from Data West for this work needs to be approved for Anthony to sign. This proposal includes a Neptune Import/Export Flat File Interface fee of \$3,000 and an additional annual increase fee of \$300 per year for the increase in system care for these additional interfaces.

Commissioner Isabella made a motion to allow the Superintendent to sign and accept the above noted proposal from Data West to provide the Gloversville Water Works with a Neptune AMR Import and Export file for our upcoming meter replacement project. Proposal for Data West to create Import/Export files to facilitate mass input of meters being replaced under Gloversville Water Meter Replacement project. Proposal to include a Flat File Interface fee of \$3,000 and an Annual Increase in System Care in the

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amount of \$300.00 per year. With any material changes to the scope of work under said proposal to be billed at a rate of \$180 per hour. The motion was seconded by Commissioner Capano.

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

9) **Painting @ Filtration Plant** – Anthony informed the Board that the painting at the Filtration Plant is complete. We are on the schedule for the contractor to complete the stairs at the end of April. Sometime this summer Anthony would like to hold a meeting up at the Plant so the Board can see the work that has been done it looks fantastic. Commissioner Mauro mentioned updating Andrew's office as it looks terrible, and Anthony stated that this is included in the renovation project for the plant of which we have applied for the WIIA grant coming up soon.

10) **Fluoride Removal from Water-** Anthony had a discussion with Sarah from the Dept. of Health (DOH) about the Board wanting to remove Fluoride from our water. Sarah is fine with it and stated that all they can do is encourage us to keep it. Sarah gave Anthony the guidelines of what we need to do to have it removed which includes issuing a notice to the public of our intent and reasoning for removing the Fluoride from our water and have the constituents vote in an official referendum whether or not to remove it. We would also have to provide written notice after the vote is approved 90 days prior to removal to the Department of Health. Andrew and Anthony will issue a press release at the end of summer to advertise to the public of our intention to remove Fluoride from our water with approval from the Board.

11) **Summer Kids** – Anthony asked the Board how many Summer Kids they would like to hire this year. After discussion it was decided to keep the summer program at 10 kids for this year and if more were deemed needed to address it further.

Clerks Report:

1) **Lead Service Replacement Project:** Christine received an e-mail today that the State has extended the contract for the Lead Service Grant. The contract has been extended for 2 years and will expire in February of 2024.

2) **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 #1 for the following:

District #1 - Credit Water \$68.00; Credit Sewer \$66.21; Credit Infra \$21.26. No meter in property charged estimated bill in error. To adjust bill for property located at 16 Poole Avenue.

District #1 - Credit Sewer \$64.90; Adjustment per Sewer Board for Major Piping Failure. To adjust bill for property located at 106 Grand Street.

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

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Isabella	X			
Mauro	X			
Antonucci	X			
Robinson	X			
Capano	X			

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

- 1) 12 Second Street – COVID-19 Plan at \$86.26 for 4 months.
- 2) 25 Steele Avenue- COVID-19 Plan at \$79.81 for 4 months.

Commissioner Isabella made a motion to approve the above noted Deferred Payment Plans. Deferred Payment Plans 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 Antonucci.

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

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			

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A motion was made by Commissioner Antonucci for the Board of Water Commissioners to agree to partially fund Deductibles currently being paid under the new CDPHP Health Insurance Plan for all employees and retirees including CSEA Union and Non-union Employees & Retirees. The new policy will be reviewed on an annual basis and will read as follows:

- 1) Board will partially fund Deductibles after proof is provided by employee/retiree that all bonus cash allowances from CDPHP have been applied in full to the deductible amount.
- 2) Board will partially fund no more than \$50.00 of the deductible for Individual Coverage per employee per plan year.
- 3) Board will partially fund no more than \$ 300.00 of the deductible for 2-Person/Family Coverage per employee per Plan year.
- 4) In order for deductibles to be reimbursed, employees must provide proof of bonus cash from CDPHP in the current amount of \$200 for 2022 to be applied in its entirety to the Health Plan's deductible. Employees must also provide receipt of payment of said deductible amount over and above the \$200 bonus cash. Employees must fill out a reimbursement request form and turn it into the Clerk of the Water Board for payment.

The motion was seconded by Commissioner Capano.

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

A motion was made by Commissioner Mauro to set aside an amount equal to \$1,500.00 per health plan year to fund any co-insurances/and or co-payments equal to and above \$75.00 per each occurrence that Non-union Employees may be charged upon their annual deductible allotments being exhausted. All co-insurance and or co-payment amounts are to be reimbursed by the Board to the Non-union employee upon proof of annual deductible being met and receipt of payment of said co-payment/ co-insurance. All reimbursements will be paid on a first come first serve basis with the Non-union employee signing a verification of date submitted. All requests for reimbursements must be made in person to the Clerk of the Water Board and or Water Superintendent so that exact submittal date and time may be verified. If the \$1,500.00 annual fund is exhausted, the Non-Union Employees will then be responsible for any and all co-insurance/co-payments for the remainder of the Health Plan year. Any funds remaining in the \$1,500.00 annual fund at end of Health Plan year will remain the property of the Board. This Section excludes reimbursement for any co- payments/ co- insurance charged for Durable Medical Equipment.

The motion was seconded by Commissioner Robinson.

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

GLOVERSVILLE BOARD OF WATER COMMISSIONERS

MEETING MINUTES – MARCH 8, 2022

OTHER NEW BUSINESS:

Anthony informed the Board that the County is planning to create a new Hales Mills Sewer District from Hale Creek down 29 into Hales Mills. They would like us to bill for O&M and Reserve fees for this District on their behalf on the current water/sewer bills for anyone tapping into this new sewer line. We currently do this for the Mecco Sewer District customers which currently services 6 accounts. Anthony stated that there is a potential to have from 50 to 70 accounts or more in the new Hales Mills Sewer District. The Board then discussed the fee that the Gloversville Water Works will assess to bill these accounts, collect said fees, and reimburse the county for them.

A motion was made by Commissioner Antonucci to approve a flat \$25.00 Sewer Billing fee to be added to customers who choose to be hooked into the Sewer Line at the newly created Hales Mills Sewer District #2. With said \$25.00 Flat fee to be added to every 6-month billing cycle for those customers in the Hales Mills Sewer District #2 to be paid to the Gloversville Water Works to cover costs associated with meter reading, sewer billing, and collection services. The motion was seconded by Commissioner Mauro.

<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			

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>
Isabella	X			
Mauro	X			
Antonucci	X			
Robinson	X			
Capano	X			

The next meeting will be held on Wednesday April 13, 2022, at 6:00pm.