

# GLOVERSVILLE BOARD OF WATER COMMISSIONERS

MEETING MINUTES – MAY 11, 2020

The Regular meeting of the Board of Water Commissioners was held and brought to order via remote access through Facebook Live on May 11, 2020 at 6:00 PM with President James Robinson presiding.

## Roll Call

### Commissioners-----

Robinson	PRESENT
Antonucci	PRESENT
Isabella	PRESENT
Mauro	PRESENT
Shell	ABSENT

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**Others in Attendance:** Water Superintendent; Anthony Mendetta; Clerk of the Water Board; Christine Linart.

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The audited bills were presented and reviewed.

NYS Unemployment Insurance	-4,066.42
Empire BlueCross Retiree Solutions	-7,463.82
United States Postal Service	-977.50
Gorman Bros Inc	-677.16
James & Darlene Banta	-134.29
Big State Industrial Supply	-355.68
Century Linen Service, Inc	-70.00
Christopher R Jablonski	-405.00
Commissioner of Finance	-1,161.49
Data West Corporation Inc	-112.50
Derby Office Equipment Inc	-430.00
Ferguson Enterprises LLC	-387.62
Frontier Communications Corporation	-602.74
Fulton County Dept of Waste	-5.94
IDEXX	-4,337.76
National Grid	-559.03
Nethaway Motorcar Co LLC	-258.95
Roger Putman	-81.00
Runnings Supply Inc	-33.93
S & J Enterprises Inc	-160.00
Telecon Wireless	-134.86
WB Mason Co Inc	-191.94
Payroll Account NBT Bank	-17,282.57
Payroll Account NBT Bank	-1,280.58
Payroll Account NBT Bank	-16,465.11
Payroll Account NBT Bank	-1,218.05
Frontier Communications Corporation	-311.01
NBT Bank HRA ACCOUNT	-10,000.00
Frontier Communications Corporation	-311.01
Morgan White Administrators	-666.11
	<u><u>-70,142.07</u></u>

# GLOVERSVILLE BOARD OF WATER COMMISSIONERS

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A motion was made by Commissioner Isabella that the audited bills are ordered paid. The motion was seconded by Commissioner Robinson.

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

The minutes for the last regular meeting held on April 27, 2020 were presented, and a motion was made to accept the minutes by Commissioner Mauro. The motion was seconded by Commissioner Antonucci.

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

## Superintendent's Report:

Superintendent Mendetta discussed the following issues with the Board:

- 1) **Eagle Street Water Tank Project:** Anthony informed the Board that the On-site restoration work has officially been completed. Anthony told the Board that we saved approximately \$43,466 on the removal of the contaminated soil that was on the property. We were able to negotiate the amount per cubic yard for removal of the hazardous soil down from \$973 per cubic yard to \$378 per cubic yard resulting in the referenced cost savings. This cost savings along with the bill for damages that we charged back to the contractor from their error made when installing the Check Valve and Altitude Valve added up to an additional \$59,000 towards the Water Treatment Plant Electrical Upgrade Project. We now have approximately \$445,000 to complete that project. The fence company will be back this week to finish up the last section of the fence installation around the tank site. National Grid also installed the meter for power last week. The electrician's will be back this week to finish installing the flow meter and the telemetry for the tank. The Fire/Police Department's communications building was delivered last week, and their antennas were installed on the tank. This project should be completely done by the end of this week.
- 2) **Fluoride Equipment Rehab Project:** Anthony informed the Board that we met with RMB Mechanical at the Filtration Plant last week to go over the scope of the project. They advised us that they would be on the site this week to start the project. RMB will be starting with installing a new tap at the injection point and working their way up with piping to the fluoride chemical feed room. We currently have the Fluoride shut off to complete this project. Commissioner Isabella asked Anthony if turning the Fluoride off will cause an issue with the Dept. of Health. Anthony assured the Board that Sarah from DOH understands the Fluoride is being stopped for the duration of the project and is fine with it.
- 3) **Electrical Project at Filtration Plant:** Anthony informed the Board that we heard back from the Dept of Health (DOH) regarding the Electrical Project Plans today. DOH had a few minor comments about the project. A couple of concerns they had was that they want the contractor to cover the filters while the overhead lights are being installed and they want a weatherproof cover placed over the outside generator while project is being worked on. C.T. Male has begun making the proper revisions to the plans and will be sending back an updated letter addressing the concerns. If the revisions are approved, we should be able to go out to bid on this project within the next couple of weeks.
- 4) **Jackson Summit Spillway Rehab Project:** Anthony informed the Board that Nick Zabawsky has been working with Jake Tennis from C.T. Male on getting all the proper documents together for the CDBG grant submittal. One of the things that the CDBG committee told us during our de-brief with them is that they like to see that we have exhausted all other avenues to pursue other grants and that we would be using CDBG funding to fill the budget gap for this project. We have drawn up a Commitment of Funds Letter that the Committee requires stating that we reached out to both EFC and USDA as possible sources for grant funding. Both these agencies sent correspondence stating that our Spillway Project does not qualify for EFC or USDA Funding. This correspondence must be attached to the Letter of Commitment which includes a statement that the Board of Water Commissioners will fund the portion of the project not covered by CDBG Funding. Said Commitment letter

# GLOVERSVILLE BOARD OF WATER COMMISSIONERS

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must be signed by the President of the Water Board. CDBG also requires us to set up a separate fund to commit our portion of the Project not covered by CDBG funding. This fund should be set up for \$220,000. Christine Linart then asked the President to sponsor (2) two Resolutions regarding the Jackson Summit Spillway Rehab Project. Christine explained that first we needed a Resolution to establish a Reserve Account specifically for the Spillway Project and deposit the amount of \$220,000. Second, we need to pass a Resolution authorizing the president to sign a commitment letter to the City of Gloversville to outline commitments from the Board needed for the City to apply for CDBG funding on our behalf.

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

## RESOLUTION NO. 2020-08

### **RESOLUTION AUTHORIZING THE ESTABLISHMENT OF A RESERVED FUND BALANCE ACCOUNT IN THE GENERAL FUND TO COMMIT A PORTION OF THE GLOVERSVILLE WATER DEPARTMENT'S UNRESERVED FUND BALANCE FOR OUR JACKSON SUMMIT RESERVOIR DAM SPILLWAY RECONSTRUCTION PROJECT.**

**WHEREAS**, the Board of Water Commissioners of the City of Gloversville will proceed with the following public project, Jackson Summit Reservoir Dam Spillway Reconstruction Project. Said project having been estimated to cost approximately \$969,000.00.

**WHEREAS**, the Board of Water Commissioners, desires to establish a separate reserve fund balance to plan for future expenditures from said project; and

**WHEREAS**, the Board of Water Commissioners can apply for funding under the HUD Community Development Block Grant program (CDBG) through the City of Gloversville to pay a portion of the cost of said Reconstruction Project.

**WHEREAS**, the Board of Water Commissioners, desires to establish a new Reserve Fund account to commit moneys to fund a portion of said project not covered by CDBG Funding.

NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF WATER COMMISSIONERS, CITY OF GLOVERSVILLE, NEW YORK, THAT:

**BE IT RESOLVED**, that there is hereby established a new Reserve Fund Balance account in the amount of \$220,000.00 in order to commit a portion of the Unreserved Fund Balance which will be needed to pay our share of expenditures in conjunction with our Jackson Summit Reservoir Dam Spillway Reconstruction Project that will not be covered by CDBG Funding.

**BE IT FURTHER RESOLVED**, except as otherwise provided by law, expenditures from this Reserve Fund shall be made only for the purpose for which the Reserve Fund is established. No expenditure shall be made from this Reserve Fund without the approval of this governing board.

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

#### Votes Taken:

	Yes	No
Commissioner Mauro	X	
Commissioner Antonucci	X	
Commissioner Shell	Absent	
Commissioner Isabella	X	
Commissioner Robinson	X	

Adopted: May 11, 2020

# GLOVERSVILLE BOARD OF WATER COMMISSIONERS

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

## RESOLUTION NO. 2020-09

**RESOLUTION AUTHORIZING THE PRESIDENT OF THE GLOVERSVILLE BOARD OF WATER COMMISSIONERS TO SIGN AN COMMITMENT LETTER TO THE CITY OF GLOVERSVILLE TO OUTLINE COMMITMENTS FROM THE BOARD NEEDED FOR THE CITY TO APPLY FOR FUNDING UNDER THE HUD COMMUNITIY DEVELOPMENT BLOCK GRANT PROGRAM (CDBG) ON BEHALF OF THE WATER DEPARTMENT. WITH THIS LETTER TO INCLUDE A COMMITMENT TO PAY THE WATER DEPARTMENT'S PORTION OF THE COST OF THE RENOVATION OF THE SPILLWAY AT THE JACKSON SUMMIT RESERVOIR DAM NOT COVERED BY CDBG FUNDS.**

**WHEREAS**, the dam at the Jackson Summit Reservoir is in need of major renovations and,

**WHEREAS**, the Gloversville Water Department has completed a preliminary engineering study to determine the nature and cost of such renovation; and,

**WHEREAS**, the City of Gloversville can apply for funding under the HUD Community Development Block Grant program on behalf of the Board of Water Commissioners to pay a portion of the cost of the renovations; and,

**WHEREAS**, the Board of Water Commissioners wish to issue a Letter outlining Commitments from the Water Department as they relate to the funding of our Jackson Summit Reservoir Dam Spillway Reconstruction Project.

**WHEREAS**, the Board of Water Commissioners having reviewed the annexed letter and approving the same in form.

**NOW THEREFORE**, be it hereby

**RESOLVED**, that Water Board President is authorized to execute a Commitment Letter, 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:

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

Adopted: May 11, 2020

# GLOVERSVILLE BOARD OF WATER COMMISSIONERS

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May 11, 2020

City of Gloversville  
Community Development Agency

Re: Commitment Letter  
CDBG Application  
Jackson Summit Reservoir Dam Spillway Project

Dear Sirs,

I would like to issue the following Statements outlining the City of Gloversville's Board of Water Commissioners commitments regarding the funding of our Jackson Summit Reservoir Dam Spillway Reconstruction Project.

- 1) The Jackson Summit Reservoir Dam is in need of major Improvements to bring it into compliance with NYSDEC Dam Safety Requirements. The Gloversville Board of Water Commissioners has hired C. T. Male Associates to design a rehabilitation plan for our Jackson Summit Reservoir Dam to address deficiencies. C.T Male has prepared the Gloversville Water Department a comprehensive engineering report with a cost estimate for the project at \$969,000.00.
- 2) The Jackson Summit Reservoir Dam Project will be funded with funds from our Capital Reserve Account, with Grant Funds from the CDBG Grant, and if necessary with municipal bonding.
- 3) The Board of Water Commissioners will fund the portion of said project not covered by CDBG funding by the passing of a official Resolution to commit \$220,000.00 to a separate Reserve Fund from our Unreserved Fund Balance to be used specifically for the Jackson Summit Reservoir Dam Project. The Board of Water Commissioners also hereby agrees to cover the cost of any overruns, if encountered.
- 4) The Water Superintendent and C.T. Male Associates have on behalf of the Water Department, pursued other funding sources specifically DWSRF Funding and USDA Funding (See attached Documentation from C.T. Male). Unfortunately we have been told that we are ineligible.

I would like to express my appreciation to the City of Gloversville and the Community Development Agency for allowing us to apply for CDBG Funding for our Jackson Summit Reservoir Dam Spillway Reconstruction Project.

I hope that this Commitment Letter, will further help our chances for application approval.

Thank you,

James Robinson  
President – Gloversville Board of Water Commissioners

# GLOVERSVILLE BOARD OF WATER COMMISSIONERS

MEETING MINUTES – MAY 11, 2020

## C.T. MALE ASSOCIATES

Engineering, Surveying, Architecture, Landscape Architecture & Geology, D.P.C.

50 Century Hill Drive, Latham, NY 12110  
518.786.7400 FAX 518.786.7299 [www.ctmale.com](http://www.ctmale.com)



May 6, 2020

Mr. Anthony Mendetta, Water Superintendent  
Gloversville Board of Water Commissioners  
67-73 South Main Street  
Gloversville, New York 12078

Subject: **Jackson Summit Spillway Improvements**  
*Attempt to Secure DWSRF Financing*

Dear Mr. Mendetta:

In early 2020, the Water Board asked C.T. Male to explore low or 0% interest financing options from the Drinking Water State Revolving Fund (DWSRF) administered by the Environmental Facilities Corporation (EFC) to help finance the rehabilitation of the vital spillway at the Jackson Summit Reservoir.

Based on available project information and an updated Cost Estimate, C.T. Male prepared a Project Listing Form for the forthcoming Intended Use Plan (IUP) to start the process for consideration of DWSRF financing. We also submitted a full Engineering Report to the EFC so they would have a proper understanding of the need for spillway improvements to ensure a safe water supply for Gloversville residents.

After submission of the Listing Form, we received the attached Email correspondence from the NYS Department of Health regarding the ineligibility of the Jackson Summit Spillway project for any DWSRF financing. The Email speaks to the ineligibility of all dam or spillway-related water supply projects, not just the merits of the Jackson Summit Spillway project.

I hope this information proves useful to the Water Board and the City.

Sincerely,  
C.T. MALE ASSOCIATES

Jake Tennis, P.E. / Regional Office Manager, CTM Johnstown  
[j.tennis@ctmale.com](mailto:j.tennis@ctmale.com)

Civil Engineering • Environmental Services • Survey Services • Land Services • Architecture •  
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**GLOVERSVILLE BOARD OF WATER COMMISSIONERS**  
**MEETING MINUTES – MAY 11, 2020**

**Tennis, Jake**

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**From:** Phillips, David S (HEALTH) <david.phillips@health.ny.gov>  
**Sent:** Monday, March 23, 2020 12:41 PM  
**To:** Thatcher, Jim  
**Cc:** Tennis, Jake  
**Subject:** RE: NEW DWSRF IUP Listing Form for City of Gloversville - Jackson Summit Spillway

Jim – we have received the DWSRF project listing form and engineering report for the Jackson Summit Spillway project. Projects for work related to dams or spillways are not eligible for DWSRF funding. Therefore this project is ineligible and will not be listed on the DWSRF Intended Use Plan.

Please contact me via email if you have any questions

Dave

**David S. Phillips, P.E.**  
Chief, Design Section  
Bureau of Water Supply Protection  
New York State Department of Health  
Corning Tower, Room 1135  
Empire State Plaza, Albany, NY 12237  
518-402-7650 | [david.phillips@health.ny.gov](mailto:david.phillips@health.ny.gov)

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**From:** Thatcher, Jim <j.thatcher@ctmale.com>  
**Sent:** Friday, March 20, 2020 2:41 PM  
**To:** doh.sm.BPWSP <bpwsp@health.ny.gov>  
**Cc:** Tennis, Jake <j.tennis@ctmale.com>  
**Subject:** NEW DWSRF IUP Listing Form for City of Gloversville

**ATTENTION:** This email came from an external source. Do not open attachments or click on links from unknown senders or unexpected emails.

Hello,

Please see the attached **NEW Project Listing Form** and Preliminary Engineering Report for the next DWSRF Intended Use Plan, on behalf of the City of Gloversville (Fulton County) and its Water Department.

Feel free to reach out to myself or Jake Tennis, P.E. of CT Male Associates. as indicated on the Project Listing Form, with any questions about this water supply rehabilitation project for the City.

Thank you,

**Jim Thatcher**  
Manager, Community Development

**C.T. MALE ASSOCIATES**



# GLOVERSVILLE BOARD OF WATER COMMISSIONERS

MEETING MINUTES – MAY 11, 2020

## C.T. MALE ASSOCIATES

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May 6, 2020

Mr. Anthony Mendetta, Water Superintendent  
Gloversville Board of Water Commissioners  
67-73 South Main Street  
Gloversville, New York 12078

Subject: **Jackson Summit Spillway Improvements**  
*Attempt to Secure USDA Financing*

Dear Mr. Mendetta:

In early 2020, the Water Board asked C.T. Male to explore funding options from the Watershed Rehabilitation Program Funding administered by the United States Department of Agriculture (USDA) and Natural Resources Conservation Services (NRCS) to help fund the rehabilitation of the vital spillway at the Jackson Summit Reservoir.

On behalf of the Gloversville Board of Water Commissioners C.T. Male contacted the regional representative for the Watershed Rehabilitation Program to see if this project would be eligible for funding. C.T. Male received the attached Email correspondence from the USDA regarding the ineligibility of the Jackson Summit Spillway project for any Watershed Rehabilitation Program funding. The Email speaks to the ineligibility of all dam or spillway-related water supply projects that were not originally installed with federal funding under Public Law 566, not just the merits of the Jackson Summit Spillway project.

I hope this information proves useful to the Water Board and the City.

Sincerely,

C.T. MALE ASSOCIATES

Jake Tennis, P.E. / Regional Office Manager, CTM Johnstown  
[j.tennis@ctmale.com](mailto:j.tennis@ctmale.com)

Civil Engineering • Environmental Services • Survey Services • Land Services • Architecture •  
Energy & Building Systems Services • Electrical Engineering



**GLOVERSVILLE BOARD OF WATER COMMISSIONERS**  
**MEETING MINUTES – MAY 11, 2020**

**Tennis, Jake**

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**From:** Bagley, Paula - NRCS, Walton, NY <paula.bagley@usda.gov>  
**Sent:** Monday, February 24, 2020 10:14 AM  
**To:** Tennis, Jake  
**Cc:** Anthony Mendetta  
**Subject:** RE: Watershed Rehabilitation Program for 2020

Hello Jake,

Sorry that I have not received any of your messages, glad you were able to reach me by email. Not sure if you know this but Gloversville is my hometown, and my uncle Duke used to be on the water board.

USDA NRCS Watershed Dam Rehabilitation funding is for rehabilitation of watershed projects (dams) that were originally installed with federal funding under Public Law 566. Typically, these Dams were installed to reduce flooding and erosion damage. The City of Gloversville's Drinking Water Supply Dam is not in the NRCS PL-566 dam inventory and was not constructed under the PL-566 program, unfortunately that means it is not eligible for our program.

You may want to contact the USDA Rural Development agency to find out if they are anticipating a future signup for their Upgrade Rural Water Infrastructure program. Here is link to their 2018 announcement, <https://www.rd.usda.gov/newsroom/news-release/usda-rural-development-water-wastewater-infrastructure-investments-new-york>

Additionally, you may also be successful in seeking funding from NYS DEC. They have the Drinking Water Source Protection Program. <https://www.dec.ny.gov/chemical/115250.html>

Sorry my agency is not able to assist but I hope this information helps.

Sincerely,



**Paula C. Bagley, P.E.**

*State Conservation Engineer*

☎ 607-761-5969

✉ [paula.bagley@usda.gov](mailto:paula.bagley@usda.gov)

🌐 [WWW.NY.NRCS.USDA.GOV](http://WWW.NY.NRCS.USDA.GOV)



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# GLOVERSVILLE BOARD OF WATER COMMISSIONERS

MEETING MINUTES – MAY 11, 2020

**From:** Tennis, Jake <j.tennis@ctmale.com>  
**Sent:** Friday, February 21, 2020 11:23 AM  
**To:** Bagley, Paula - NRCS, Walton, NY <paula.bagley@usda.gov>  
**Cc:** Anthony Mendetta <amendetta@gloversvillewater.com>  
**Subject:** Watershed Rehabilitation Program for 2020

Hi Paula,

I have reached out to your office a few times to visit with you about the Watershed Rehabilitation Program. At C.T. Male we work for a lot of municipalities to aid in Dam Safety Engineering services to help bring their dams in to compliance with the current regulations.

The City of Gloversville's Water Department is currently looking to complete repairs and improvements to one of their class C drinking water supply reservoirs. We are curious to see if this project could potentially fall within the guidelines of the USDA and NRCS program.

I did try your cell a few times also, so I figured you were likely busy.

Please feel free to call me with any questions.

Thank you,

Jake

**Jake Tennis, P.E.**  
Regional Office Manager

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# GLOVERSVILLE BOARD OF WATER COMMISSIONERS

MEETING MINUTES – MAY 11, 2020

- 5) **Carbon Development of Watershed Lands:** Anthony informed the Board that we received a draft copy of our Working Woodlands Agreement from the Nature Conservancy for review. A copy was also sent to our attorney Jennifer Christman for review. Anthony will be providing a copy of this to each Board Member prior to the next meeting for review and discussion at June's meeting.
- 6) **Lead Line Service Replacement Project:** Anthony informed the Board that DOH has officially renewed our contract until March of 2022 to continue upgrading our Lead Services throughout the City. As soon as we return to normal work hours, we will begin replacing lead services. Commissioner Robinson asked how we were coming with our supply of new meters.
- 7) **New Meter Installations:** Commissioner Robinson asked how we were coming along with our supply of new meters. Anthony explained that we have received an additional shipment of meters. However, we suspended the installation of new meters due to the Corona Virus so that we do not have to go into peoples houses only for emergencies. Anthony stressed that we should probably suspend our meter installations for another month and told the Board that for the last billing he updated our In-the-flow newsletter to inform the residents that our meter installations are on hold and to call to be put on a waiting list for when we are able to resume installing new meters.

At this time in the meeting, Christine Linart went over a Billing adjustment to be made on a property and brought forth the following motion.

**The Clerk of the Water Board Christine Linart presented the following motion: THAT, the Board of Water Commissioners authorizes the Clerk of the Board to adjust District #3 Billings for the following amounts:**

District #3—Debit Water (\$.20); Debit Sewer (\$19.00); Debit Infra (\$7.00). Adjustment made by Gloversville Water Board due to meter reading error. To adjust bill for property located at 127 Division Street.

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

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

A motion was made by Commissioner Robinson to enter Executive Session to discuss Personnel. The motion was seconded by Commissioner Mauro.

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

A motion was made by Commissioner Mauro to leave Executive Session at 6:32pm. The motion was seconded by Commissioner Isabella.

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

# GLOVERSVILLE BOARD OF WATER COMMISSIONERS

MEETING MINUTES – MAY 11, 2020

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

## RESOLUTION NO. 2020-10

### RESOLUTION AUTHORIZING ALLOWING OVERALL ON-SITE STAFF TO COME BACK TO WORK TO INCLUDE ESSENTIAL STAFFING NEEDING TO PERFORM ESSENTIAL SERVICES FOR THE GLOVERSVILLE WATER DEPARTMENT AND THE CITY OF GLOVERSVILLE

**WHEREAS**, the Board of Water Commissioners wishes to further protect the security, well-being, and health of the Employees of the Gloversville Water Department.

**WHEREAS**, the Board of Water Commissioners wishes to comply with the Governor's Executive Order which allows construction in phase-one of the Governor's Mandate for the Mohawk Valley Region to be re-opened for personnel to perform certain essential construction services during the COVID19 Crisis in the State of New York.

**WHEREAS**, the Board of Water Commissioners wish to resume our normal work hours while setting certain policies for our employees as part of the effort to stop the spread of the virus, to further

**NOW THEREFORE**, be it hereby

**RESOLVED**, that the Board of Water Commissioners have executed an updated work schedule for all employees of the Gloversville Water Department along with updated safety and protective measures to be adhered to by all employees.

1. All Employees in the T&D/Water Shed Departments and the Filtration Plant will come back to work on a Summer Hour Schedule of 7AM to 3PM Monday-Friday with no lunch. Said Summer Schedule will go from May 18, 2020 through October 1, 2020. Said Employees will resume this Schedule Effective May 18, 2020.
2. Summer Employees will be allowed to come to work Effective May 18, 2020. Summer Employee Schedule will also be from 7AM to 3PM Monday-Friday with no lunch.
3. Office Employees/Clerk/Superintendent to come back to work on their regular schedule.
4. All Employees will be required to wear masks and gloves which will be immediately disposed of if going into a resident's home. All employees will be required to wear masks when not able to maintain at least a 6-foot distance from other employees, contractors, residents, customers, and all other members of the Public.
5. Office will remain closed to the Public and all offices, trucks, and common areas should be sanitized daily.

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

Votes Taken:

	<u>Yes</u>	<u>No</u>
Commissioner Robinson	X	
Commissioner Antonucci	X	
Commissioner Mauro	X	
Commissioner Shell	ABSENT	
Commissioner Isabella	X	

Adopted: May 11, 2020

# GLOVERSVILLE BOARD OF WATER COMMISSIONERS

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A motion was made by Commissioner Mauro 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>
Robinson			X	
Antonucci	X			
Isabella	X			
Mauro	X			
Shell			X	

The next meeting will be held in the office and be recorded on Facebook Live on Monday, June 1, 2020 at 6:00PM