

**KINGSTON BOARD OF WATER COMMISSIONERS
REGULAR MEETING
December 9, 2020**

The regular meeting of the Board of Water Commissioners was called to order at 5:02 pm on December 9, 2020 via Zoom video conference. Present were President Dennis Crowell, Mayor Steven Noble, Commissioners Robert Niedzielski, Joanne Seche and James Noble. Also in attendance were Superintendent Judith Hansen, Assistant Secretary Matthew Dysard, Attorney William Cloonan, Council Liaison Michele Hirsch and Consulting Engineer James Caggiano.

The minutes of the previous meeting were approved on a motion made by Commissioner Seche and seconded by Commissioner Niedzielski. Motion carried by unanimous vote.

Bills in the amount of \$33,524.72 dated November 25, 2020; \$116,648.37 dated December 2, 2020; and \$299,833.37 dated December 9, 2020; were ordered paid as audited on a motion by Commissioner Niedzielski and seconded by Commissioner Seche. Motion carried by unanimous vote.

The Board discussed COVID-19. Superintendent Hansen reported that the office has been closed to public entry, however through use of drive-up and drop box all Business Office functions can continue. It was reported that the Department purchased several air filters for common areas. Management staff meeting later in the week to further discuss policy and guidelines for COVID exposure.

The Board discussed the Cooper Lake Improvements Project. Superintendent Hansen reported the permit notice has been published in the Freeman and Hudson Valley One. Not aware of any public comments that may have been received during comment period. A motion was made by Commissioner Niedzielski and seconded by Commissioner Seche to approve the transfer of \$200,000 for the Cooper Lake Project from the General Checking account into the Capital Improvement account. Motion carried by unanimous vote.

The Board discussed the Transmission Main Rehab Project. Superintendent Hansen reported the project is at substantial completion. It was reported that the fencing is being installed this week. They will also need to return in the spring to plant some trees, at their expense.

The Board discussed the WIIA 2020 project. It was reported that preparations to go to bid are being made by engineer. Superintendent Hansen reported that Maintenance Supervisor Ryan Knowlton is continuing to look for best locations to place valves.

The Quarry St. Project was discussed. Superintendent Hansen reported that a letter had been sent to the school district. The hope is to have a deal with District in place by February. The timing on the project may be dependent on if schools are open to students in the spring.

The Board discussed the 587 Roundabout. Superintendent Hansen reported the water work is on schedule to be completed next week. The Department is still waiting for the accounting on the cost of work completed. Need to determine if the unexpended funds that were borrowed can be returned in March.

The Board discussed Tech City. Superintendent Hansen reported that payment continues to be made for the water that is being used at site. Board will meet with Attorney Cloonan to discuss options for site.

A motion was made by Commissioner Seche and seconded by Commissioner Noble to accept the 2021 Fee Schedule as presented. Motion carried by unanimous vote.

The Board discussed the GIS project. Superintendent Hansen reported that meeting to take place with staff to discuss how to best move forward with project.

The Board discussed the 2020 Annual Financial Audit. A motion was made by Commissioner Seche and seconded by Commissioner Niedzielski approving the proposal from UHY, LLC to perform the annual audit for the 2020 fiscal year at a cost of \$21,000. Motion carried by unanimous vote.

The Board discussed letters from UCDOH. Superintendent Hansen reported that Ulster County DOH performed a system inspection. As a result of inspection the plan is to have tank near UCAT building inspected next year.

The November 2020 Superintendent's Report was read and ordered filed on a motion by Commissioner Niedzielski and seconded by Commissioner Seche. Motion carried by unanimous vote.

Motion to adjourn was made by Commissioner Seche and seconded by Commissioner Noble at 5:59 pm. Motion carried by unanimous vote.

Matthew Dysard
Assistant Secretary