



MINUTES

**Business Meeting of the
Niagara Falls Water Board
November 18, 2024 at 5:00 p.m.**

**Water Treatment Plant Conference Room
5815 Buffalo Avenue, Niagara Falls New York 14304**

Meeting could be attended in person or via videoconference.

1. Preliminary Matters

a. Call To Order

Chairman Sirianni called the meeting to order at 5:00 p.m.

b. Pledge of Allegiance to the Flag of the United States of America

c. Attendance:

Aversa *Present*, Dean *Present*, Kimble *Present (Zoom)*, Larkin *Absent*, Sirianni *Present*.

d. Presentations (None Scheduled)

e. Public Comments (All speakers must register with the meeting clerk prior to roll call and are limited to three minutes per person – total time for all speakers may not exceed one hour).

None.

f. Letters and Communications

g. Prior Meeting Minutes

i. Draft October 28, 2024 Meeting Minutes

Motion by Board Member Dean and seconded by Board Member Aversa to approve the October 28, 2024 meeting minutes.

Aversa Y Dean Y Kimble Y Larkin A Sirianni Y

Motion carried, 4-0.

2. Executive Director & General Counsel – Sean Costello

Mr. Costello updated the Board on the Lead Service Line Inventory, including the availability of Spanish translations of the notification letters sent to building owners.

3. Operations Executive & Outside Infrastructure Updates – David Conti

Mr. Conti noted that the WTP roof, WWTP Sedimentation Basin No. 2, and 77th Street Water Main projects are complete. Board Member Dean requested that the 77th Street contractor demobilize their equipment stored on Frontier Avenue quickly, as it impedes traffic.

4. Engineering – Douglas Williamson

5. Personnel Items – Sean Costello

6. Information Technology (IT) –Jonathan Joyce

Mr. Joyce discussed replacement of the existing 13-year-old copiers, increasing adoption of the IT Help Desk, and plans to renegotiate services with Spectrum.

7. Finance – Michael Smith

- a. Capital Payments (YTD 11-02-24)**
- b. Bank Account Balances (YTD 10-31-24)**
- c. Wilmington Trust – Reserve & Construction Accounts (YTD 09-30-24)**

8. Safety – John Accardo

Mr. Accardo noted that NYS mandatory workplace violence training was completed in November.

9. Questions Regarding October 2024 Operations and Maintenance Report

- a. WWTP Construction Schedule Tracker
- b. WWTP Project Budget Status Spreadsheet

10. Resolutions

2024-11-001 - COMBINED BID FOR 2025 WATER AND WASTEWATER TREATMENT CHEMICALS

- a. Bid Tally and Award Recommendation - Treatment Plant Chemicals

Motion by Board Member Kimble and seconded by Board Member Aversa to approve.

Aversa __Y__ Dean __Y__ Kimble __Y__ Larkin __A__ Sirianni __Y__

Motion carried, 4-0.

2024-11-002 - WATER TREATMENT PLANT MAIN POWER FEED UPGRADES INCLUDING INSTALLATION AUTOMATIC FEED TRANSFER

- a. 2024-11-05 - Ferguson Proposal to for Auto-Transfer Between WTP Power Feeds

Motion by Board Member Dean and seconded by Board Member Kimble to approve.

Aversa __Y__ Dean __Y__ Kimble __Y__ Larkin __A__ Sirianni __Y__

Motion carried, 4-0.

2024-11-003 - PHOTOCOPIER LEASES

- a. United Business Systems Copier Lease Proposal

Motion by Board Member Kimble and seconded by Board Member Aversa to approve.

Aversa __Y__ Dean __Y__ Kimble __Y__ Larkin __A__ Sirianni __Y__

Motion carried, 4-0.

11. Unfinished/Old Business

12. New Business & Additional Items for Discussion

13. Executive Session

14. Adjournment of Meeting

Motion by Board Member Aversa and seconded by Board Member Dean to adjourn at 5:29 p.m.

Aversa Y Dean Y Kimble Y Larkin A Sirianni Y

Motion carried, 4-0.