



AGENDA

**Business Meeting of the
Niagara Falls Water Board
November 17, 2025 at 5:00 p.m.**

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

**Meeting may be attended in person
or via videoconference – visit NFWB.org for details.**

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: Cole Present, Dean Present, Kimble Present via Zoom, Sirianni Present.

Chairman Sirianni began the meeting by recognizing former Board Member Colleen Low-Larkin, who resigned on October 31. Board Member Larkin was appointed on March 27, 2017 by Senator Robert Ort and served the Board at different times as Vice Chairperson, Chairperson of the Governance Committee, and Chairperson of the Executive Staff Review and Compensation Committee.

d. Public Hearing on 2026 Proposed Rates, Fees, and Other Charges

i. Motion to Open Public Hearing

Motion by Board Member Dean and seconded by Board Member Cole to open the public hearing.

Cole Y Dean Y Kimble Y Sirianni Y

Motion carried, 4-0.

ii. Review of October 27, 2025 Budget Presentation

Mr. Costello reviewed the content of the presentation that he delivered on October 27, 2025 regarding the proposed 2026 budget and rates. There has been a significant decline in sewer revenue, particularly from Significant Industrial Users, and a further decline is anticipated in 2026. Bid prices for many commodities have increased, but expenses have been controlled through measures including personnel cuts.

iii. Presentation by Rate Consultants Drescher & Malecki Regarding Rate Covenant Analysis

Charles Trottier, of Drescher & Malecki, discussed his projections of 2026 revenues and expenses, which are based on historical averages, year-to-date figures through July, and other projections. Mr. Trottier opined that the 2026 budget with proposed rate increase as presented will satisfy the Board's bond covenant to have revenues available for debt service equal to at least 115% of the 2026 projected debt service.

iv. Public Comments, Oral or Written, on 2026 Proposed Rates, Fees, and Other Charges: Speakers must register with the Secretary by 5:00 p.m. Oral comments will be limited to three minutes per speaker.

No public comments were received.

v. Motion to Close Public Hearing

Motion by Board Member Kimble and seconded by Board Member Dean to close the public hearing.

Cole __Y__ Dean __Y__ Kimble __Y__ Sirianni __Y__

Motion carried, 4-0.

e. Public Comments (all other topics): Speakers must register with the Secretary by 5:00 p.m. 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 27, 2025 Business Meeting Minutes

Motion by Board Member Dean and seconded by Board Member Cole to accept the October 27, 2025 business meeting minutes.

Cole Y Dean Y Kimble Y Sirianni Y

Motion carried, 4-0.

2. Executive Director & General Counsel – Sean Costello

a. Annual Lead Service Line Notifications

Mr. Costello noted that annual notifications for all customers with service lines that are lead, galvanized requiring replacement, or unknown will be distributed prior to December 31. These notifications are required by EPA regulations, and the content will be very similar to last year though the format is being updated.

WTP staff have been engaged in filter surveillance training which is part of our efforts to optimize WTP operations prior to potential adjustments to our corrosion control program, which reduces lead entering drinking water from customer service lines. This corrosion control optimization effort is ongoing but may require a capital project.

The West Rivershore water main bid opening is delayed until December. The postponement is due to additional soil testing being conducted to better inform prospective bidders. The project includes 3,500 ft. of 8” water main, together with hydrants, valves, and an automatic flushing device to maintain water quality.

To advance the WWTP Preliminary Engineering Report, NFWB staff will be traveling with engineers Hazen & Sawyer to visit three WWTPs and review their implementation of treatment technologies under consideration.

3. Finance – Michael Smith

- a. Bank Account Balance Report**
- b. Invested Funds Balance Report**
- c. Wilmington Trust Account Report**

Mr. Smith is working to train Deborah Ziolkowski on financial procedures.

Mr. Costello noted that the lead audit partner from EFPR will be changing to Tom Smith. Mr. Costello commended Ms. Ziolkowski’s work to update MWBE reports.

4. Administrative Services – Caleb Holman

- a. November 17, 2025 Personnel Actions
- b. 2026 Holiday Schedule

Mr. Holman is working to prepare for wage adjustments effective January 1. He provided an update on training – this month’s topic is cold stress.

Motion by Board Member Dean and seconded by Board Member Cole to approve replacing the resigning Sanitary Engineer as noted on the November 17, 2025 Personnel Actions.

Cole __Y__ Dean __Y__ Kimble __Y__ Sirianni __Y__

Motion carried, 4-0.

5. Outside Infrastructure Updates – Michael Eagler, Sr.

Mr. Eagler noted that there have been 97 water main breaks to date. He discussed a water service repair being planned on Buffalo Avenue, which will require reducing traffic to one lane and will be complicated by the presence of trolley tracks. The work is being coordinated with the Board of Education and NFTA for bus traffic.

Many road cuts have been restored with concrete and City DPW is working to pave them. Closure of the nearest hot asphalt plant will impact this work. Seven road cuts currently need to be concreted.

In response to questions by Board Member Dean, the positives of automatic flushing devices were discussed. The Collections and Distribution Team adjusts these to minimize the amount of water used for flushing while maintaining water quality.

6. Information Technology (IT) –Jonathan Joyce or Elton Mensah-Selby

A new Spectrum line has been installed to replace prior Verizon service at a lower cost. Switches are being upgraded. Mr. Joyce is working on reviewing new NYS Cybersecurity rules for water and sewer utilities to plan for any changes these will require. IT has worked with Administrative Services to develop an IT onboarding procedure for new employees.

7. Questions Regarding October 2025 Operations and Maintenance Report

8. Resolutions

2025-11-001 - ADOPTING 2026 BUDGET

a. 2026 NFWB Proposed Budget

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

Cole __Y__ Dean __Y__ Kimble __Y__ Sirianni __Y__

Motion carried, 4-0.

**2025-11-002 - ESTABLISHING RATES, FEES, AND OTHER CHARGES
EFFECTIVE JANUARY 1, 2026**

a. Amendment to 21 NYCRR 1950.20 Effective Jan. 1, 2026

Motion by Board Member Dean and seconded by Board Chairman Sirianni to approve.

Cole __Y__ Dean __Y__ Kimble __Y__ Sirianni __Y__

Motion carried, 4-0.

**2025-11-003 - ADJUSTING RATES FOR SANITARY SEWER DISCHARGE
ACCEPTED FROM TOWN OF NIAGARA**

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

Cole __Y__ Dean __Y__ Kimble __Y__ Sirianni __Abstain__

Motion carried, 3-0, with one abstention.

2025-11-004 - ANNUAL RENEWAL OF NEW WORLD SOFTWARE LICENSES

a. 2025-10-01 - Tyler Tech New World Renewal Invoice

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

Cole __Y__ Dean __Y__ Kimble __Y__ Sirianni __Y__

Motion carried, 4-0.

2025-11-005 - CONTINUING MEMBERSHIP IN WNY STORMWATER COALITION

a. WNY Stormwater Coalition Memorandum of Agreement

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

Cole __Y__ Dean __Y__ Kimble __Y__ Sirianni __Y__

Motion carried, 4-0.

2025-11-006 - 2026 BOARD MEETING SCHEDULE

a. Proposed Board Meeting Dates 2026

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

Cole __Y__ Dean __Y__ Kimble __Y__ Sirianni __Y__

Motion carried, 4-0.

2025-11-007 - AWARD BID FOR GRANULATED ACTIVATED CARBON SUPPLY AND REMOVAL

a. 2025-11-10 - Award Recommendation and Tally Sheet for Bid #W2025-05, Granular Activated Carbon

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

Cole __Y__ Dean __Y__ Kimble __Y__ Sirianni __Y__

Motion carried, 4-0.

2025-11-008 - AWARD BID FOR 10 INCH SANITARY SEWER MAIN REPAIR AT 78TH STREET AND LINDBERGH AVENUE

a. 2025-11-12 - Bid Tabulation and Award Recommendation, 10 Inch Sanitary Sewer Repair at 78th and Lindbergh

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

Cole __Y__ Dean __Y__ Kimble __Y__ Sirianni __Y__

Motion carried, 4-0.

9. Unfinished/Old Business

10. New Business & Additional Items for Discussion

11. Executive Session (if needed)

12. Adjournment of Meeting

Motion by Board Member Kimble and seconded by Board Member Cole to adjourn the meeting at 6:08 p.m..

Cole __Y__ Dean __Y__ Kimble __Y__ Sirianni __Y__

Motion carried, 4-0.