

TOWN of WILTON
WATER and SEWER AUTHORITY
20 Traver Road
Gansevoort, New York 12831

January 16, 2018

Present: Kirk Moline, Vice Chairman; Jamie Green, Secretary; Scott Duffy, Treasurer; Mark Moshier, Board Member; Dennis Feeney, Attorney at Law; Michael Mooney, Director; Ryan Riper, Engineer; Carol Green, Comptroller (via phone)

Absent: Dave MacDougall, Chairman

Secretary Green called the meeting to order at 4:02 p.m.

Approve Pending Minutes

Secretary Green asked for a motion to approve the November 14, 2017 meeting minutes. Treasurer Duffy offered the following resolution and moved its adoption:

RESOLUTION: #18-01

NOW, THEREFORE, BE IT RESOLVED, to approve the minutes of the November 14, 2017 Wilton Water & Sewer Authority meeting as typed, without amendment.

The adoption of the foregoing resolution was seconded by Mark Moshier, duly put to a vote and the resolution was declared adopted with all Board members present voting in favor.

Potential New Board Member

Secretary Green is moving out of Wilton and leaving the WWSA Board. A potential new Board Member Evan Schneider is introduced to Board and welcomed to sit in on meeting.

Adirondack Trust Insurance

Dave Meager, a representative from Amsure Insurance, formerly Adirondack Trust Insurance, presented to the Board a summary of insurance coverage for the Town of Wilton Water and Sewer Authority for 1/1/18-1/1/19.

COMPTROLLER'S REPORT

Bills

The payment of the December 2017 and January 2018 (#12 & #01) abstracts need to be approved by the Board. The total for the Water & Sewer Fund for December is \$49,085.66 and \$6,323.75 for the Capital Projects Fund. The total for the Water & Sewer Fund for January is \$25,665.29 and \$0.00 for the Capital Projects Fund.

Vice Chairman Moline asked for a motion to approve the payment of December 2017 and January 2018 (#12 & #01) abstracts. Mark Moshier offered the following resolution and moved its adoption:

RESOLUTION #18-02

NOW, THEREFORE, BE IT RESOLVED, to approve the payment of December 2017 and January 2018 (#12 & #01) abstracts. The total for the Water & Sewer Fund for December is \$49,085.66 and \$6,323.75 for the Capital Projects Fund. The total for the Water & Sewer Fund for January is \$25,665.29 and \$0.00 for the Capital Projects Fund.

The adoption of the foregoing resolution was seconded by Secretary Green, duly put to a vote and the resolution was declared adopted with all Board members present voting in favor.

Billing Adjustments

Billing adjustments in the amount of a positive \$2,399.70 for November and a negative \$3010.75 for December need to be approved by the Board.

Vice Chairman Moline asked for a motion to approve the billing adjustments in the amount of a positive \$2,399.70 for November and a negative \$3010.75 for December. Treasurer Duffy offered the following resolution and moved its adoption:

RESOLUTION #18-03

NOW, THEREFORE, BE IT RESOLVED, to approve the billing adjustments in the amount of a positive \$2,399.70 for November and a negative \$3010.75 for December.

The adoption of the foregoing resolution was seconded by Mark Moshier, duly put to a vote and the resolution was declared adopted with all Board members present voting in favor.

Budget Transfers

The Board needs to approve a budget transfer as per the January 16, 2018 Comptroller's Report.

- a. From Contingency (a/c # 01-1990-5.00400) to Repairs and Maintenance (a/c # 01-8340-5.00413) for \$9,503 for Core and Main plus \$66,000 to Bill Morris for a total of \$75,503 for the repairs to the Ballard Road Water Main.

Vice Chairman Moline asked for a motion to approve a budget transfer from Contingency (a/c # 01-1990-5.00400) to Repairs and Maintenance (a/c # 01-8340-5.00413) for \$9,503 for Core and Main plus \$66,000 to Bill Morris for a total of \$75,503 for the repairs to the Ballard Road Water Main. Secretary Green offered the following resolution and moved its adoption:

RESOLUTION #18-04

NOW, THEREFORE, BE IT RESOLVED, to approve a budget transfer from Contingency (a/c # 01-1990-5.00400) to Repairs and Maintenance (a/c # 01-8340-5.00413) for \$9,503 for Core and Main plus \$66,000 to Bill Morris for a total of \$75,503 for the repairs to the Ballard Road Water Main

The adoption of the foregoing resolution was seconded by Mark Moshier, duly put to a vote and the resolution was declared adopted with all Board members present voting in favor.

Budget Amendments

The Board needs to approve a budget amendment as per the January 16, 2018 Comptroller's Report:

- a. to increase the total budget in the Traver Road Loop Project to the estimated total cost of the project. This project will be funded entirely through unrestricted fund balance in the water fund. The Board needs to:
 - Increase a/c # 26-1440-5.00400 (expenditures) by \$115,475
 - Increase a/c # 26-0000-4.05031 (interfund transfers) by \$115,475
 - Increase a/c # 01-9900-5.09950 (interfund transfers) by \$115,475
 - Increase a/c # 01-0000-4.00599 (approp. Fund Bal.) by \$115,475

Vice Chairman Moline asked for a motion to approve a budget amendment to increase the total budget in the Traver Road Loop Project to the estimated total cost of the project. This project will be funded entirely through unrestricted fund balance in the water fund. Mark Moshier offered the following resolution and moved its adoption:

RESOLUTION #18-05

NOW, THEREFORE, BE IT RESOLVED, to approve a budget amendment to increase the total budget in the Traver Road Loop Project to the estimated total cost of the project. This project will be funded entirely through unrestricted fund balance in the water fund.

The adoption of the foregoing resolution was seconded by Treasurer Duffy, duly put to a vote and the resolution was declared adopted with all Board members present voting in favor.

The Board needs to approve a budget amendment as per the January 16, 2018 Comptroller's Report:

- b. to provide a budget for the reconstruction of the Ballard Road Water Line. This project will be funded through the Infrastructure Replacement Reserve Fund. The maximum cost will be \$1,004,425. The Board needs to:
 - Increase a/c # 25-1440-5.00400 (expenditures) by \$994,425
 - Increase a/c # 25-0000-4.05031 (interfund transfers) by \$ 994,425
 - Increase a/c # 01-9900-5.09950 (interfund transfers) by \$994,425
 - Increase a/c # 01-0000-4.00511 (appropriated reserves) by \$994,425

Vice Chairman Moline asked for a motion to approve a budget amendment to provide a budget for the reconstruction of the Ballard Road Water Line. This project will be funded through the Infrastructure Replacement Reserve Fund. The maximum cost will be \$1,004,425. Treasurer Duffy offered the following resolution and moved its adoption:

RESOLUTION #18-06

NOW, THEREFORE, BE IT RESOLVED, to approve a budget amendment to provide a budget for the reconstruction of the Ballard Road Water Line. This project will be funded through the Infrastructure Replacement Reserve Fund. The maximum cost will be \$1,004,425.

The adoption of the foregoing resolution was seconded by Mark Moshier, duly put to a vote and the resolution was declared adopted with all Board members present voting in favor.

CHAIRMAN'S REPORT

No report. Chairman absent from meeting.

DIRECTOR'S REPORT

Furlong Hills Pump Station Capital Project

Work is progressing but has been slowed by the weather. The wet well and valve pits are in. The building structure has been expanded. Electrical work inside to begin this week. The pump station should be operational in a couple of months, then in the spring they will return to do driveway and landscaping on site.

2018 Insurance Bids and Audit

Dave Meagher at Adirondack Trust Insurance presented to the Board a summary of insurance coverage for the Town of Wilton Water and Sewer Authority for 1/1/18-1/1/19 that was bid out to five various agencies and low bid awarded. A risk evaluation will take place next week

Traver Road Water System Loop Capital Project

The Capital Project will create a looped system on Traver Road to connect line ending at Town Hall south to line at Conklin Court (1100-1200 feet), to allow customers to continue service from the opposite direction in the event of a water main break.

Ballard Road Capital Project

Engineering estimate received for replacing the water line in the Ballard Rd area inherited from the state. There are 3 segments of this line. The largest section (6800 feet) is well known as cast iron from the 1960's. The other two sections will need to be dug to see if they are cast iron or if the line has already been replaced in the past. If all three sections need to be replaced, the maximum cost is estimated at \$1,004,425, to be funded through Infrastructure Replacement Reserve. Balance in replacement reserve is \$3,992,000. Over the past year, over \$175,000 have been spent on repairs in this area. The plan is to keep the existing line in place and directionally drill next to the existing line with a new line and switch over once completed.

Northway Crossing Capital Project for Proposed Developments

Don Green is close to having a purchaser for his section of the area. If successful, the purchaser will proceed with installing water lines themselves to service this area, and Wilton Water and Sewer will not need to front the costs to install the lines or recoup costs as lots are built.

Internet Meter Reading System Update

No new information to report.

Saratoga County Water Quality

Our continual testing has not shown any problems with water quality.

Online and Auto Bill Pay Update

No major issues with online and Auto Bill Pay.

Executive Session for Legal Matter

On a motion by Secretary Green and seconded by Treasurer Duffy, the Board Meeting was closed at 4:48pm for Executive Session regarding a potential legal action.

On a motion by Mark Moshier and seconded by Treasurer Duffy, the Board Meeting was re-opened at 5:00pm.

Thank You to Secretary Green for his years of service to the Wilton Water and Sewer Authority Board.

ADJOURNMENT

There being no further business brought before the Authority's Board, at 5:04 p.m. on a motion by Treasurer Duffy and seconded by Mark Moshier, Vice Chairman Moline adjourned the meeting with all in favor.