

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

March 21, 2017

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

Absent: Kirk Moline, Vice Chairman;

Chairman MacDougall called the meeting to order at 4:01 p.m.

Approve Pending Minutes

Chairman MacDougall asked for a motion to approve the January 24, 2017 meeting minutes. Secretary Green offered the following resolution and moved its adoption:

RESOLUTION: #17-09

NOW, THEREFORE, BE IT RESOLVED, to approve the minutes of the January 24, 2017 Wilton Water & Sewer Authority meeting as typed, without amendment.

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.

COMPTROLLER'S REPORT

Bills

The payment of the February 2017 and March 2017 (#02 & #03) abstracts need to be approved by the Board. The total for the Water & Sewer Fund for February is \$31,372.96 and \$1613.75 for the Capital Projects Fund. The total for the Water & Sewer Fund for March is \$25,438.54 and \$1200.00 for the Capital Projects Fund.

Chairman MacDougall asked for a motion to approve the payment of the February 2017 and March 2017 (#02 & #03) abstracts. Mark Moshier offered the following resolution and moved its adoption:

RESOLUTION #17-10

NOW, THEREFORE, BE IT RESOLVED, to approve the payment of the February 2017 and March 2017 (#02 & #03) abstracts. The total for the Water & Sewer Fund for February is \$31,372.96 and \$1613.75 for the Capital Projects Fund. The total for the Water & Sewer Fund for March is \$25,438.54 and \$1200.00 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 negative \$215,909.42 for January and a positive \$271.79 for February need to be approved by the board.

Chairman MacDougall asked for a motion to approve the billing adjustments in the amount of a negative \$215,909.42 for January and a positive \$271.79 for February. Mark Moshier offered the following resolution and moved its adoption:

RESOLUTION #17-11

NOW, THEREFORE, BE IT RESOLVED, to approve the billing adjustments in the amount of a negative \$215,909.42 for January and a positive \$271.79 for February.

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.

Budget

The Board needs to approve budget transfers as per the March 21, 2017 Comptroller's Report.

Chairman MacDougall asked for a motion to approve budget transfers as per the March 21, 2017 Comptroller's Report. Secretary Green offered the following resolution and moved its adoption:

RESOLUTION #17-12

NOW, THEREFORE, BE IT RESOLVED, to approve budget transfers as per the March 21, 2017 Comptroller's Report.

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.

Closure of Capital Project

The Board needs to formally close Capital Project #23 for the Internet Meter Reading Project. The total costs of the project \$302,098.28 have been capitalized as of 12/31/16 and will be depreciated over the next 7 years.

Chairman MacDougall asked for a motion to formally close Capital Project #23 for the Internet Meter Reading Project. Treasurer Duffy offered the following resolution and moved its adoption:

RESOLUTION #17-13

NOW, THEREFORE, BE IT RESOLVED, to formally close Capital Project #23 for the Internet Meter Reading Project.

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.

CHAIRMAN'S REPORT

No report.

DIRECTOR'S REPORT

Residents with well issues near Jones Road Water Plant

A resident in the area of Dorothy Nolan School with a failing shallow point well has submitted a FOIL request to the Town of Wilton for information regarding the Jones Road Water Plant. The Town of Wilton responded to the FOIL request that he needed to submit FOIL request through the Wilton Water and Sewer Authority which has not yet been received. The water table has been very low this year. The Jones Road Water Plant has been drawing at 25% of capacity.

Resident on Northern Pines Rd with septic issues

A resident on Northern Pines Rd paid buy in fees to hook up to water and sewer, then changed his mind on sewer hookup and was refunded the sewer buy in fee. His septic later failed and he hooked up to sewer with Saratoga County permit and inspection, but he did not return to WWSA to re-pay sewer buy in fee. This fee has been noted on his account.

Town Replacement of Offices

The Town of Wilton is building a new building to house the Town Court and Senior Center. WWSA offices will be moved to this new building as the current Town Court building is planned to be removed.

Addition to staff

An offer is being made to an applicant to fill the new Field Technician position with plan to start work after delivery of the new company truck and new computer set up.

Ballard Road Area Water Line Capital Project

Environmental Design Partnership has been notified to start design work for that line.

Furlong Hills Pump Station Replacement

The Furlong Hills Pump Station Replacement plan should be ready to go out for bids at the end of the month.

Northway Crossing Capital Project for Proposed Developments

No official application has been received by WWSA or the Town of Wilton yet, but an article was in the Saratoga Today and appears it is moving forward. They are looking for detailed information to calculate costs up front before they proceed.

Ace Hardware Expansion Improvements to WWSA System

Improvements to Ace Hardware are basically done, but per the specification, the valve is supposed to fail open in the event of power loss, but the valve installed fails closed. Discussions are ongoing if valve will be replaced or protected with battery/generator backup.

Internet Meter Reading System Update

No major issues with internet meter reading system. No resolution yet to issue discussed at last meeting regarding fees for software as a service contract.

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. Minor issue with manual payments has been resolved.

Cybersecurity Insurance

Adirondack Trust Cyber Risk Insurance would be approximately \$2600-3200/year, for maximum \$1,000,000 coverage with \$10,000 deductible per claim. WWSA does not need the additional cybersecurity insurance as payment information is not stored by WWSA. A 3rd party, Authorize.net, holds credit card or bank information for the WWSA autopay customers. Authorize.net is PCI (Payment Card Industry) and DSS (Data Security Standard) compliant for all their services.

ADJOURNMENT

There being no further business brought before the Authority's Board, at 5:01 p.m. on a motion by Treasurer Duffy and seconded by Secretary Green, Chairman MacDougall adjourned the meeting with all in favor.