

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

May 15, 2018

Present: Dave MacDougall, Chairman; Kirk Moline, Vice Chairman; Evan Schneider, Secretary; Dennis Feeney, Attorney at Law; Michael Mooney, Director; Ryan Riper, Engineer; Carol Green, Comptroller

Absent: Scott Duffy, Treasurer; Mark Moshier, Board Member

Chairman MacDougall called the meeting to order at 4:00 p.m.

Approve Pending Minutes

Chairman MacDougall asked for a motion to approve the March 20, 2018 meeting minutes. Secretary Schneider offered the following resolution and moved its adoption:

RESOLUTION: #18-13

NOW, THEREFORE, BE IT RESOLVED, to approve the minutes of the March 20, 2018 Wilton Water & Sewer Authority meeting as typed, without amendment.

The adoption of the foregoing resolution was seconded by Vice Chairman Moline, 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 April 2018 and May 2018 (#04 & #05) abstracts need to be approved by the Board. The total for the Water & Sewer Fund for April is \$89,613.55 and \$45,826.25 for the Capital Projects Fund. The total for the Water & Sewer Fund for May is \$17,592.52 and \$14,111.78 for the Capital Projects Fund.

Chairman MacDougall asked for a motion to approve the payment of April 2018 and May 2018 (#04 & #05) abstracts. Vice Chairman Moline offered the following resolution and moved its adoption:

RESOLUTION #18-14

NOW, THEREFORE, BE IT RESOLVED, to approve the payment April 2018 and May 2018 (#04 & #05) abstracts. The total for the Water & Sewer Fund for April is \$89,613.55 and \$45,826.25 for the Capital Projects Fund. The total for the Water & Sewer Fund for May is \$17,592.52 and \$14,111.78 for the Capital Projects Fund.

The adoption of the foregoing resolution was seconded by Secretary Schneider, 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 \$100.66 for March and a positive \$313.12 for April need to be approved by the Board.

Chairman MacDougall asked for a motion to approve the billing adjustments in the amount of a positive \$100.66 for March and a positive \$313.12 for April. Vice Chairman Moline offered the following resolution and moved its adoption:

RESOLUTION #18-15

NOW, THEREFORE, BE IT RESOLVED, to approve the billing adjustments in the amount of a positive \$100.66 for March and a positive \$313.12 for April.

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

Budget

The Board needs to re-appropriate the ending budget balance for the open capital projects that existed at the end of the prior year. The budget balances at 12/31/17 for the open capital projects are:

Furlong Hills Sewer Project	\$564,274.35
Ballard Road Replacement Project	\$ 2,852.50
Traver Road Loop project	\$ 7,380.00

To accomplish this, the Board needs to approve the following Budget adjustments:

Increase Contractual Expenses	a/c # 24-1440-5.00400	\$564,274.35
Increase Interfund Transfers	a/c # 24-0000-4.05031	\$564,274.35
Increase Interfund Transfers	a/c # 02-9900-5.09950	\$564,274.35
Increase Appropriated Reserves	a/c # 02-0000-5.00511	\$564,274.35
Increase Contractual Expenses	a/c # 25-1440-5.00400	\$ 2,852.50
Increase Interfund Transfers	a/c # 25-0000-4.05031	\$ 2,852.50
Increase Interfund Transfers	a/c # 01-9900-509950	\$ 2,852.50
Increase Appropriated Reserves	a/c # 01-0000-5.00511	\$ 2,852.50
Increase Contractual Expenses	a/c # 26-1440-5.00400	\$ 7,380.00
Increase Interfund Transfers	a/c # 26-0000-4.05031	\$ 7,380.00
Increase Interfund Transfers	a/c # 01-9900-5.09950	\$ 7,380.00
Increase Appropriated Fund Bal	a/c # 01-0000-4.00599	\$ 7,380.00

Chairman MacDougall asked for a motion to approve the budget amendments as outlined to re-appropriate the ending budget balances as of 12/31/17 on open capital projects. Secretary Schneider offered the following resolution and moved its adoption:

RESOLUTION #18-16

NOW, THEREFORE, BE IT RESOLVED, to approve the budget amendments as outlined to re-appropriate the ending budget balances as of 12/31/17 on open capital projects.

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

Budget to Actual Expenditure Report

The report for 2018 to date is available for review

Internal Financial Statements

Reports as of 12/31/17 and 3/31/18 were distributed to the Board

Paris Report

The financial portion of the report to the NYS Authorities Budget Office has been uploaded to the state. It cannot be certified until the audit is complete and the audit report is uploaded.

CHAIRMAN’S REPORT

WWSA Facility Tour

A tour of water plants and sewer pump stations will take place following the July 17, 2018 Board Meeting for any Board Member that would like to visit.

Proactive Notification of Issues

Since the Board meets every other month, the Board can hear about issues that may be up to 2 months old. The Chairman requests proactive notification of issues as they occur between Board Meetings.

DIRECTOR’S REPORT

Traver Road Water System Loop Capital Project

Change order received for time and material for vault with bypass. The contract for 1400 ft of pipe was \$104,000. The change order for time and material for installation of vault with bypass was approximately \$49,000 (material \$9,000, labor \$40,000). The amount of labor billed is in dispute as the project took longer to complete than expected. The billing for heavy equipment and operator was also billed on hourly basis vs a 2-week rate. If parties can’t come to an agreement, the contract states that will go to mediation and arbitration. If the change order can be negotiated down to \$33,000, the budget for this project will need to be adjusted to accommodate the change order as follows:

Increase Contractual Expenses	a/c # 26-1440-5.00400	\$ 20,000.00
Increase Interfund Transfers	a/c # 26-0000-4.05031	\$ 20,000.00
Increase Interfund Transfers	a/c # 01-9900-5.09950	\$ 20,000.00
Increase Appropriated Fund Bal	a/c # 01-0000-4.00599	\$ 20,000.00

Chairman MacDougall asked for a motion to authorize payment of change order bill to Bellamy Construction for up to \$33,000, and to approve a budget amendment of \$20,000 as outlined. Secretary Schneider offered the following resolution and moved its adoption:

RESOLUTION #18-17

NOW, THEREFORE, BE IT RESOLVED, to authorize payment of change order bill to Bellamy Construction for up to \$33,000, and to approve a budget amendment of \$20,000 as outlined.

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

Furlong Hills Pump Station Capital Project

Contract extension was granted to 5/1/18 but as of today project is still not complete. No change orders or additional money to contracted price have been requested. Estimate project completion in a couple of weeks.

Furlong Hills Water Main Break

Contractors doing work on Furlong Hills Sewer Pump Station hit water main causing water main break. A boil water order was in effect for 235 customers.

Adirondack Trust Water Line Extension

Adirondack Trust will be running water line down from Park Place on Rt 9 down to Adirondack Trust. A fire flow test was done at Park Place showing 700 gallons/min at 25 psi. Director Mooney recommends to Board to work with Adirondack Trust for an easement through their property to run the line out to Davidson Drive. This would allow the line to be looped in the future to the Mills at Smith Bridge and would double the fire flow.

Sonoma Grove Portable Water Flushing Station

A portable water flushing station was purchased for Sonoma Grove. It goes on a hydrant and can be set to flush automatically at regular intervals to prevent stagnant taste and odor issues at dead end lines.

Water Customer Shut Off

A customer's service was shut off for non-payment for a home that was vacant for 5 years. Home is now being rented out and owner did not abide payment plan for large back water/sewer bill. Termination notice issued and water shut off at curb. Payment not received and tenants still living at home. Found the valve at curb had been turned back on and meter removed inside so usage would not register. Turned water off again at curb, and owner came in and paid. There are a few other vacant homes in town that haven't paid bills for years and balances are adding up. Attorney Dennis Feeney will look at WWSA enabling legislation to see if town can re-levy these outstanding bills onto the tax bill, so they would become a lien on property vs. filing suit to have judgement issued.

Ballard Road Capital Project

Plans brought to meeting to review with Board.

Bicentennial Trail Foot Path

The Town is looking into making a walking trail through town. One of the proposed routes requested to pass through the Jones Rd water plant property into Gavin Park. The Board feels that for safety reasons, the water plant property should not be made accessible to the general public.

Northway Crossing Capital Project for Proposed Developments

Another developer may be purchasing Don Green's parcel of land and has a preapplication meeting scheduled with the town for 264 homes.

ADJOURNMENT

There being no further business brought before the Authority's Board, at 5:24 p.m. on a motion by Secretary Schneider and seconded by Vice Chairman Moline, Chairman MacDougall adjourned the meeting with all in favor.