

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

May 21, 2019

Present: Dave MacDougall, Chairman; Kirk Moline, Vice Chairman; Scott Duffy, Treasurer; Mark Moshier, Board Member; Dennis Feeney, Attorney at Law; Michael Mooney, Director; Ryan Ripper, Engineer; Carol Green, Comptroller

Absent: Evan Schneider, Secretary

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

Approve Pending Minutes

Chairman MacDougall asked for a motion to approve the March 25, 2019 meeting minutes. Mark Moshier offered the following resolution and moved its adoption:

RESOLUTION: #19-13

NOW, THEREFORE, BE IT RESOLVED, to approve the minutes of the March 25, 2019 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 April 2019 and May 2019 (#04 & #05) abstracts need to be approved by the Board. The total for the Water & Sewer Fund for April is \$113,298.23 and \$7,802.83 for the Capital Projects Fund. The total for the Water & Sewer Fund for May is \$15,556.01 and \$29,300.64 for the Capital Projects Fund.

Chairman MacDougall asked for a motion to approve the payment of April 2019 and May 2019 (#04 & #05) abstracts. Vice Chairman Moline offered the following resolution and moved its adoption:

RESOLUTION #19-14

NOW, THEREFORE, BE IT RESOLVED, to approve the payment of April 2019 and May 2019 (#04 & #05) abstracts. The total for the Water & Sewer Fund for April is \$113,298.23 and \$7,802.83 for the Capital Projects Fund. The total for the Water & Sewer Fund for May is \$15,556.01 and \$29,300.64 for the Capital Projects 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.

Billing Adjustments

Billing adjustments in the amount of a positive \$362.95 for March and a positive \$52.27 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 \$362.95 for March and a positive \$52.27 for April. Mark Moshier offered the following resolution and moved its adoption:

RESOLUTION #19-15

NOW, THEREFORE, BE IT RESOLVED, to approve the billing adjustments in the amount of a positive \$362.95 for March and a positive \$52.27 for April.

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

A Budget to Actual Revenue Report as of 3/31/19 and a Budget to Actual Expenditure Report as 5/15/19 are available for your review.

Internal Financial Statements

Final internal financial statements as of 12/31/18 and internal financial statements as of 3/31/19 are attached

CHAIRMAN'S REPORT

DIRECTOR'S REPORT

Ballard Road Water Line Capital Project

Work is 95% complete. Remaining work to be done is the connection to Ballard Rd School, to be done at the end of a school day to minimize disruption, and restoration work. Contractor requested a 90 day extension of contract for restoration work due to wet clay soil in area due to recent rains. Extension will not increase contract price.

Davidson Drive Water Line Loop

The project was bid out and the contract awarded to Tom Kubricky Company with a low bid of \$128,660. Work is expected to be completed in 1 week. The initial budget of \$50,000 for engineering and prior work to extend line through Adirondack Trust to Davidson Drive needs to be increased to include the contract work and a contingency.

Chairman MacDougall asked for a motion to approve a budget adjustment of \$150,000 to increase the total budget for Capital Project #27- Davidson Drive Water Line Loop Project to \$200,000. Treasurer Duffy offered the following resolution and moved its adoption:

RESOLUTION: #19-16

NOW, THEREFORE, BE IT RESOLVED, to approve the following budget adjustments to:

Increase A/C#01-9900-5.09950	Transfer to Other Funds	\$150,000
Increase A/C#01-0000-4.00599	Appropriated Fund Balance	\$150,000
Increase A/C#27-1440-5.00400	Contractual Services	\$150,000
Increase A/C#27-0000-4.05031	Interfund Transfers	\$150,000

to increase the total budget for Capital Project #27- Davidson Drive Water Line Loop Project to \$200,000.

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.

Davidson Drive Residents

The residents on south end of Davidson Drive not covered by the water loop who expressed an interest in extending water line were provided with the process to create a special assessment district. They would need a letter of interest and a formal petition including engineering maps and plans. No further response has been received to date.

D.A. Collins Security Cameras on Water Tower

D.A. Collins has requested to install security cameras for their property on WWSA's water tower located on their site. Per Dennis Feeney, the same agreement that is set up with the cell service providers that have antennas on water tower can be used for D.A. Collins. As Chairman MacDougall is employed with D.A. Collins, he recuses himself from decision and voting. Vice Chairman Moline to sign any needed contracts/agreements.

Vice Chairman Moline asked for a motion to approve allowing D.A. Collins to install security cameras onto Wilton Water and Sewer Authority's water tower, using similar contract/agreement as established with cell service providers. Mark Moshier offered the following resolution and moved its adoption:

RESOLUTION: #19-17

NOW, THEREFORE, BE IT RESOLVED, to approve allowing D.A. Collins to install security cameras onto Wilton Water and Sewer Authority's water tower, using similar contract/agreement as established with cell service providers.

The adoption of the foregoing resolution was seconded by Treasurer Duffy, duly put to a vote and the resolution was declared adopted with 3 Board members present voting in favor, 1 abstained.

CVS Water Connection

When CVS was built, they installed dry hydrants in anticipation of a future water line in area. The water line has now been extended. Building Inspector sent letter to CVS indicating they had 30 days to connect. The connection has not yet been made, but the fees have been paid.

Water and Sewer Extension for Forest Grove Subdivision

A draft of new contract was received. The total cost to extend lines plus interest to be divided by the total number of estimated connections (320) for a set fee per lot in this special district. The bond rate to be renewed every 5 years. Developer to complete a minimum average of 16 homes per year, which would complete the project within 20 years. Developer anticipates project will be complete in 10 years. A continual letter of credit with no lapse to be updated annually. Developer would like a stipulation to recalculate the fee per lot if additional parcels are developed that increase the total number of connections that would be served by the new lines. Negotiations to continue and update at next meeting.

Furlong Hills Pump Station Capital Project

The contract was canceled in fall 2018, and retainage kept. The contractor recently returned to do some repairs. Director met with contractor at site and explained that no further work would be paid. Soon after, a bill was received from contractor and not paid. Anticipated closure of Capital Project at next meeting.

Collection of Past Due Water Bills

Two vacant properties remain with large outstanding water bills. Calculations made of total balances to determine principal/water charges vs interest/late charges. No actual water has been used at these vacant properties. The balance is a result of minimum charges and late fees. Board discussed attorney sending letter to attempt to settle balances prior to legal proceedings.

Chairman MacDougall asked for a motion to approve Dennis Feeny to send letter to owners of record to offer an accommodation of 50% off the interest/late charges provided that the balance is paid in full within 30 days. If balance not paid within this timeframe, full balance to be sought via legal proceeding. Treasurer Duffy offered the following resolution and moved its adoption:

RESOLUTION #19-18

NOW, THEREFORE, BE IT RESOLVED, to approve Dennis Feeny to send letter to owners of record to offer an accommodation of 50% off the interest/late charges provided that the balance is paid in full within 30 days. If balance not paid within this timeframe, full balance to be sought via legal proceeding.

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.

Kings Mills Grinder Pumps

There are 63 E1 grinder pumps in Kings Mills that are 30 years old. The manufacturer has stopped making parts for this model. In the years to come when these pumps need repairs, it will be \$3000 to replace the pump vs \$2200 approximate prior cost to repair. The budget will need to be adjusted next year to accommodate.

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.

ADJOURNMENT

There being no further business brought before the Authority's Board, at 5:37 p.m. on a motion by Vice Chairman Moline and seconded by Mark Moshier, Chairman MacDougall adjourned the meeting with all in favor.