

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

July 16, 2013

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

Absent: Mark Moshier

Annual Audit Presentation

John Criscone from Cusack and Company went thru the Annual 2012WWSA audit with the Board. The WWSA was given an unqualified opinion.

Vice Chair Moline called the meeting to order at 4:14 p.m.

Approve Pending Minutes

Vice Chair Moline asked for a motion to approve the May 21, 2013 meeting minutes. Treasurer Duffy offered the following resolution and moved its adoption:

**RESOLUTION: #13-22**

**NOW, THEREFORE, BE IT RESOLVED**, to approve the minutes of the May 21, 2013 Wilton Water & Sewer Authority meeting as typed, without amendment.

The adoption of the foregoing resolution was seconded by Secretary MacDougall, 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 June 2013 and July 2013 (#06 & 07) abstracts need to be approved by the Board. The total for the Water & Sewer Fund for June is \$58,912.33 and nothing for the Capital Projects Fund. The total for the Water & Sewer Fund for July is \$79,495.04 and nothing for the Capital Projects Fund as noted in the Comptrollers Report dated July 16, 2013.

Vice Chair Moline asked for a motion to approve the payment of the June and July 2013 abstracts. Treasurer Duffy offered the following resolution and moved its adoption:

**RESOLUTION # 13-23**

**NOW, THEREFORE, BE IT RESOLVED**, to ratify the payment of the June 2013 and July 2013 (#06 & 07) abstracts. The total for the Water & Sewer Fund for June is \$58,912.33 and nothing for the Capital Projects Fund. The total for the Water & Sewer Fund for July is \$79,495.04 and nothing for the Capital Projects Fund as noted in the Comptrollers Report dated July 16, 2013.

The adoption of the foregoing resolution was seconded by Secretary MacDougall, 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 \$33.00 for May and a positive \$68.16 for June need to be approved by the board as noted in the Comptrollers Report dated July 16, 2013.

Vice Chair Moline asked for a motion to approve the billing adjustments in the amount of a positive \$33.00 for May and a positive \$68.16 for June as noted in the Comptrollers Report dated July 16, 2013. Secretary MacDougall offered the following resolution and moved its adoption:

#### **RESOLUTION # 13-24**

**NOW, THEREFORE, BE IT RESOLVED**, to approve the billing adjustments in the amount of a positive \$33.00 for May and a positive \$68.16 for June as noted in the Comptrollers Report dated July 16, 2013.

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 a budget transfer from Contingency to equipment and capital outlay in the amount of \$3,576 for a trailer, trailer gate and power broom as noted in the Comptrollers Report dated July 16, 2013.

Vice Chair Moline asked for a motion to approve a budget transfer from Contingency to equipment and capital outlay in the amount of \$3,576 for a trailer, trailer gate and power broom as noted in the Comptrollers Report dated July 16, 2013. Treasurer Duffy offered the following resolution and moved its adoption:

#### **RESOLUTION # 13-25**

**NOW, THEREFORE, BE IT RESOLVED**, to approve budget transfers from Contingency to equipment and capital outlay in the amount of \$3,576 for a trailer, trailer gate and power broom as noted in the Comptrollers Report dated July 16, 2013.

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

### Prepayment of Adirondack Trust Bond Issue

The penalty to pay off the Bond on 7/1/13 would have been \$42,082. Comptroller Green will re-visit this issue before the next principal payment on 1/1/14.

### Interest Rate Reduction

Saratoga National Bank is lowering the interest rate on the money market account from .65% to .30% effective 7/1/13. Comptroller Green will wait and see what happens to rates in the next 6 months. The collateral agreement with NBT Bank needed to be updated. The Board needs to authorize the Chairman to execute this agreement.

Vice Chair Moline asked for a motion to authorize Chairman Green to execute the new collateral agreement with NBT Bank. Secretary MacDougall offered the following resolution and moved its adoption:

### **RESOLUTION # 13-26**

**NOW, THEREFORE, BE IT RESOLVED**, to authorize Chairman Green to execute the new collateral agreement with NBT Bank as noted in the Comptrollers Report dated July 16, 2013.

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.

### **2012 Audit**

Vice Chair Moline asked for a motion to accept the 2012 audit performed by Cusack and Company on May 18, 2013. Secretary MacDougall offered the following resolution and moved its adoption:

### **RESOLUTION # 13-27**

**NOW, THEREFORE, BE IT RESOLVED**, to accept the 2012 audit performed by Cusack and Company on May 18, 2013.

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.

### **CHAIRMAN'S REPORT**

### **DIRECTOR'S REPORT**

#### **Water System Radio Upgrade Alarm System**

We are working on replacing the radios. General Controls will upgrade five Motorola broadband radios with cellular units for approximately \$5,000. with a \$25.00 per month charge from Verizon Wireless.

#### **Waterline Extension to South East Side of Town**

WWSA is looking into running a water line to the east side of town. Quotes for engineering and construction from CT Male and Environmental Design have been obtained. WWSA will issue a bid for the bond issue. Director Mooney compiled a list of project and debt service costs. The Board has agreed to move forward with Capital Project 20 with an increase to the original budget by \$50,000.

Vice Chair Moline asked for a motion to move forward with Capital Project 20 with an increase to the original budget by \$50,000. Secretary MacDougall offered the following resolution and moved its adoption:

### **RESOLUTION # 13-28**

**NOW, THEREFORE, BE IT RESOLVED**, to move forward with Capital Project 20 with an increase to the original budget by \$50,000.

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.

#### **New Lease of Space on Water Tower**

Director Mooney is currently negotiating a lease agreement with AT&T on the water tower at exit 16. AT&T will have the same lease as Verizon and Sprint at approximately \$26,000 per year with four five year renewals. AT&T is requesting a letter of authorization stating that they can speak to building and planning to get the building process underway.

Vice Chair Moline asked for a motion authorize the Chairman to sign the lease agreement with AT&T for space on our water tower at exit 16. Treasurer Duffy offered the following resolution and moved its adoption:

**RESOLUTION # 13-29**

**NOW, THEREFORE, BE IT RESOLVED**, to authorize the Chairman to sign the lease agreement with AT&T for space on our water tower at exit 16.

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

Indian Springs Sewer Upgrade

A 20 year study compiled approximately 15 years ago showed that Indian Springs sewer needs to be upgraded.

Water Meter Technology

A new product offered is a fixed based unit that will allow water readings over a radio thru the internet. The antenna could be put on our water tower. It would allow monitoring water meters daily. Final readings could be done on the spot for apartments and house sales. Sensus would give us credit for malfunctioning and in stock MXUs. The cost has been undetermined at this point.

DOH Letter Regarding Floral Estates and Exit 15 City Water

The DOH has decided to treat the exit 15 area and Floral Estates 5 as separate water systems. That will require separate testing for each. If WWSA runs our own water lines the DOH will give us until 2014. If we do not run our own lines we will have to start testing in 2014.

Saratoga County Water Quality and Credit for Unused Water

WWSA has done two tests so far this year for trihalomethanes and haloacetic acids. Both tests came out good. The County also tested with the first test not great and the second test was the worst it's ever been. The County will be upgrading to take the backwash water and discharge it into the river. On July 6 and 7 WWSA had to shut off the County connection due to a low chlorine residual. The County was prompt in letting WWSA know of the situation.

Online and Auto Bill Pay

We are working to upgrade to paperless billing. This will give our customers the choice of an e-bill or a paper bill.

Website Update

Spa Net is working on this.

Annual Water Taste Test

WWSA will participate in the Saratoga County Fair annual water taste test.

Gavin Park Water Line

Preliminary investigation to begin.

Saratoga National Bank

A new system for online payroll needed additional approvals.

Vice Chair Moline asked for a motion authorize the Chairman to sign the cash management service resolution with Saratoga National Bank. Treasurer Duffy offered the following resolution and moved its adoption:

**RESOLUTION # 13-30**

**NOW, THEREFORE, BE IT RESOLVED**, to authorize the Chairman to sign the cash management service resolution with Saratoga National Bank.

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

**ACTIVE PROJECTS AND STATUS**

- 18 Lots off Traver Road concept
- Route 9 Mixed Use Retail and Apartments(application received)
- Smith Bridge Rd. subdivision (review completed)
- Glens Falls Hospital Eye Center (completed)
- Heritage Apartments 16 units (under construction)
- Heritage Apartments 32 units (under construction)

**ADJOURNMENT**

There being no further business brought before the Authority's Board, at 5:32 p.m. on a motion by Secretary MacDougall and seconded by Treasurer Duffy, Vice Chairman Moline adjourned the meeting with all in favor.