

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

August 1, 2017

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

Absent: Jamie Green, Secretary; Mark Moshier, Board Member

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

Review of 2016 Audit Report

John Criscone from Cusack and Company presented to the board by phone findings of annual audit performed for year ending 12/31/2016.

Approve Pending Minutes

Chairman MacDougall asked for a motion to approve the May 16, 2017 meeting minutes. Treasurer Duffy offered the following resolution and moved its adoption:

RESOLUTION: #17-21

NOW, THEREFORE, BE IT RESOLVED, to approve the minutes of the May 16, 2017 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 June 2017 and July 2017 (#06 & #07) abstracts need to be approved by the Board. The total for the Water & Sewer Fund for June is \$102,094.56 and \$8,375.00 for the Capital Projects Fund. The total for the Water & Sewer Fund for July is \$125,721.17 and \$7,256.93 for the Capital Projects Fund.

Chairman MacDougall asked for a motion to approve the payment of June 2017 and July 2017 (#06 & #07) abstracts. Vice Chairman Moline offered the following resolution and moved its adoption:

RESOLUTION #17-22

NOW, THEREFORE, BE IT RESOLVED, to approve the payment of June 2017 and July 2017 (#06 & #07) abstracts. The total for the Water & Sewer Fund for June is \$102,094.56 and \$8,375.00 for the Capital Projects Fund. The total for the Water & Sewer Fund for July is \$125,721.17 and \$7,256.93 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 \$438.94 for May and a positive \$31.68 for June need to be approved by the board.

Chairman MacDougall asked for a motion to approve the billing adjustments in the amount of a positive \$438.94 for May and a positive \$31.68 for June. Vice Chairman Moline offered the following resolution and moved its adoption:

RESOLUTION #17-23

NOW, THEREFORE, BE IT RESOLVED, to approve the billing adjustments in the amount of a positive \$438.94 for May and a positive \$31.68 for June

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 August 1, 2017 Comptroller's Report.

Chairman MacDougall asked for a motion to approve budget transfers as per the August 1, 2017 Comptroller's Report. Treasurer Duffy offered the following resolution and moved its adoption:

RESOLUTION #17-24

NOW, THEREFORE, BE IT RESOLVED, to approve budget transfers as per the August 1, 2017 Comptroller's Report.

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.

New York State Paid Family Leave

New York State is beginning a paid family leave benefit designed to be funded by employee payroll withholding. PFL participation is mandatory for private employers and optional for public employers. WWSA currently has disability for employees at no cost to employees and allows sick leave to be used to care for a family member. Board needs to consider if WWSA will opt in/out of PFL, and if it will be paid by employee withholding or if the cost will be paid by WWSA as an employee benefit. Employees will be queried to see if there is interest prior to next board meeting.

CHAIRMAN'S REPORT

Secretary Green will be leaving the WWSA Board soon. Board needs to begin looking for a replacement board member.

DIRECTOR'S REPORT

Furlong Hills Capital Project

The Furlong Hills Sewer Pump Station Replacement Bid Opening is scheduled for noon on Thursday, August 3, 2017. Bid results will be shared with Board by email. The Board needs to approve Director Mooney to accept the lowest bid provided it is under budget.

Chairman MacDougall asked for a motion to approve Director Mooney to accept the lowest bid, provided it is under budget, for the Furlong Hills Sewer Pump Station Replacement. Treasurer Duffy offered the following resolution and moved its adoption:

RESOLUTION #17-25

NOW, THEREFORE, BE IT RESOLVED, to approve Director Mooney to accept the lowest bid, provided it is under budget, for the Furlong Hills Sewer Pump Station Replacement.

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.

Ace Sewer Pump Station

The Ace sewer pump station experienced a flood. Sewage came up into the station and over the pumps. Bypass equipment was rented for a week. Pump motors were sent to Troy Belting for repairs and testing. Expenses related to this will be seen on a future abstract and budget amendments may be needed in the future.

Water Service Responsibilities

Discussion regarding where WWSA responsibility begins/ends with service lines to properties. Typically, the water curb stop is installed at the property line in the right of way, and the homeowner has been responsible for service to the line between the right of way to the property and WWSA has taken responsibility from the main to the edge of the right of way. Some municipalities extend the homeowner's responsibilities from the property to the main line. To avoid residents doing work in the right of way, WWSA will continue to maintain lines to the curb stop.

Ballard Road Fire Department Water Hydrant

Contractor working at Ace was using hydrant to fill water truck and it broke. Contractor was unsuccessful in fixing hydrant. General Contractor Blue Scope Construction contacted WWSA to request repair. William Morris provided a quote to complete repair and Blue Scope Construction paid WWSA for the repair. William Morris completed the repair and WWSA is awaiting an invoice for that work.

Ballard Road Area Water Line Capital Project

Environmental Design Partnership has done some survey work in the area. There may be information available by the budget meeting, for the Board to decide if work will be completed next year to replace the oldest lines in our system, the cast iron lines inherited from the state located in the Ballard Rd area.

Northway Crossing Capital Project for Proposed Developments

No application has been received by WWSA. They are moving forward with a traffic study to determine the traffic impact and mitigation fees to proceed. Without prompting, a non-committal letter was received from the developers aimed to give confidence if WWSA puts the line under the Northway, the developers will pay it back as added fees per developed lot. Dennis Feeney and Director Mooney will create a response letter and will provide it to Board for approval prior to sending to developers.

Ace Hardware Expansion Improvements to WWSA System

Improvements to Ace Hardware are complete with no news to report.

Internet Meter Reading System Update

No major issues with internet meter reading system. Payments made for 1st and 2nd year for software as a service.

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.

McGregor Links Country Club Net

We have been contacted by an attorney for the Carriage Pines apartment complex adjacent to the McGregor Links golf course. Golf balls are coming onto their property from driving range. WWSA owns the property containing the first fairway and driving range at McGregor Links for wells, but does not govern the activity on the property. Netting would be \$190,000 for a 50 feet x 200 yards net. McGregor Links may need to eliminate the driving range if a net cannot be purchased.

Meeting temporarily closed at 5:10pm for Audit and Corporate Governance committee meetings.

Meeting reopened at 5:16pm following Audit and Corporate Governance committee meetings.

2016 Audit Report

Following the Audit committee meeting's recommendation, Chairman MacDougall asked for a motion to formally accept audit report provided by Cusack and Company. Vice Chairman offered the following resolution and moved its adoption:

RESOLUTION #17-26

NOW, THEREFORE, BE IT RESOLVED, to accept the audit report provided by Cusack and Company.

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.

ADJOURNMENT

There being no further business brought before the Authority's Board, at 5:21 p.m. on a motion by Treasurer Duffy and seconded by Vice Chairman Moline, Chairman MacDougall adjourned the meeting with all in favor.