

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

September 18, 2018

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

Absent: Scott Duffy, Treasurer

Chairman MacDougall called the meeting to order at 4:03 p.m.

Approve Pending Minutes

Chairman MacDougall asked for a motion to approve the July 17, 2018 meeting minutes. Vice Chairman Moline offered the following resolution and moved its adoption:

RESOLUTION: #18-25

NOW, THEREFORE, BE IT RESOLVED, to approve the minutes of the July 17, 2018 Wilton Water & Sewer Authority meeting as typed, without amendment.

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.

COMPTROLLER'S REPORT

Bills

The payment of the August 2018 and September 2018 (#08 & #09) abstracts need to be approved by the Board. The total for the Water & Sewer Fund for August is \$98,894.96 and \$46,660.21 for the Capital Projects Fund. The total for the Water & Sewer Fund for September is \$32,188.58 and \$1679.70 for the Capital Projects Fund.

Chairman MacDougall asked for a motion to approve the payment of August 2018 and September 2018 (#08 & #09) abstracts. Secretary Schneider offered the following resolution and moved its adoption:

RESOLUTION #18-26

NOW, THEREFORE, BE IT RESOLVED, to approve the payment of August 2018 and September 2018 (#08 & #09) abstracts. The total for the Water & Sewer Fund for August is \$98,894.96 and \$46,660.21 for the Capital Projects Fund. The total for the Water & Sewer Fund for September is \$32,188.58 and \$1679.70 for the Capital Projects Fund.

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.

Billing Adjustments

Billing adjustments in the amount of a positive \$2893.06 for July and a positive \$1100.00 for August need to be approved by the Board.

Chairman MacDougall asked for a motion to approve the billing adjustments in the amount of a positive \$2893.06 for July and a positive \$1100.00 for August. Vice Chairman Moline offered the following resolution and moved its adoption:

RESOLUTION #18-27

NOW, THEREFORE, BE IT RESOLVED, to approve the billing adjustments in the amount of a positive \$2893.06 for July and a positive \$1100.00 for August.

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 approve a budget transfer from Contingency a/c # 01-1990-5.00400 to Repairs and Maintenance a/c # 01-8320-5.00413 for \$1200 to cover a payment made to JEM Enterprises for unexpected pump repairs.

Chairman MacDougall asked for a motion to approve the budget transfer from Contingency a/c # 01-1990-5.00400 to Repairs and Maintenance a/c # 01-8320-5.00413 for \$1200 to cover unexpected pump repairs. Vice Chairman Moline offered the following resolution and moved its adoption:

RESOLUTION #18-28

NOW, THEREFORE, BE IT RESOLVED, to approve the budget transfer from Contingency a/c # 01-1990-5.00400 to Repairs and Maintenance a/c # 01-8320-5.00413 for \$1200 to cover unexpected pump repairs.

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.

Closure of Capital Project

The Board needs to approve the closure of Capital Project #26, Traver Road Loop Project. Total budget was \$162,855 and total expenditures were \$149,956.

Chairman MacDougall asked for a motion to approve the closure of Capital Project #26, Traver Road Loop Project. Secretary Schneider offered the following resolution and moved its adoption:

RESOLUTION #18-29

NOW, THEREFORE, BE IT RESOLVED, to approve the closure of Capital Project #26, Traver Road Loop Project.

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.

2017 Deferred Compensation Audit Report

Deferred Compensation Audit Report provided by Cusack and Company is received by Board.

Chairman MacDougall asked for a motion to formally accept Deferred Compensation Audit Report. Mark Moshier offered the following resolution and moved its adoption:

RESOLUTION #18-30

NOW, THEREFORE, BE IT RESOLVED, to formally accept Deferred Compensation Audit Report provided by Cusack and Company.

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 6/30/18 were emailed to the Board.

Investment of Surplus Funds

An additional separate audit report relating to investments may need to be added to annual independent audit proceedings to comply with ABO Policy Guidance 18-02: Public Authority Investment Report. Comptroller is communicating with auditor at Cusack and Company to verify compliance with this policy.

CHAIRMAN'S REPORT

Audit and Governance Committee Meeting

Audit and Governance Committee Meeting to be held following adjournment of regular Board meeting.

DIRECTOR'S REPORT

Budget Committee

Two Board Members are requested to volunteer for a budget review meeting October 9, 2018 at 4pm with Director and Comptroller. Vice Chairman Moline and Mark Moshier volunteer to attend budget meeting.

Northway Crossing Capital Project for Proposed Developments

Concept maps of options for water and sewer lines crossing Northway to service Forest Grove subdivision were presented to board. A conservative estimate of the costs, divided by the number of units served, would be an additional \$2100 for sewer and \$1200 for water per unit in addition to existing fees for this district. Belmonte estimates area would be built out in 10 years. Director Mooney to continue negotiating terms for agreement, including determining exact fees and obtaining surety bond for full amount.

Furlong Hills Pump Station Capital Project

Contractor has been absent the past two months and hasn't finished up few remaining items on project. Dennis Feeney will send notice to contractor to cancel the contract. Contractor will have 10 days to respond before contract termination. Final payment amount of \$12,600 held to project completion is sufficient to complete unfinished work.

Adirondack Trust Water Line Extension

Adirondack Trust will be extending water line from Park Place on Rt 9 down to Adirondack Trust in the next few weeks.

Louden Oaks Water Connection

140 lot mobile home park on Loudon Rd. will be hooking up to water this week. There will be a master meter at park entrance. Loudon Oaks will own all lines within the park beyond the master meter.

Collection of Past Due Water Bills

Two customers remain with large outstanding water bills. One of those is going to foreclosure.

Ballard Road Capital Project

We will have bid by next meeting.

Ballard Road Water Line Easement

A new easement through Ridgeview Townhomes property has been executed and recorded at the County.

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 4:58 p.m. on a motion by Mark Moshier and seconded by Vice Chairman Moline, Chairman MacDougall adjourned the meeting with all in favor.