

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

November 19, 2013

Present: Kirk Moline, Vice Chairman; Dave MacDougall, Secretary; Mark Moshier; Carol Green (via phone), Comptroller; Michael Mooney, Director; Ryan Riper, Engineer; Dennis Feeney, Attorney at Law

Absent: Jamie Green, Chairman; Scott Duffy, Treasurer

Vice Chair Moline called the meeting to order at 4:00 p.m.

Approve Pending Minutes

Vice Chair Moline asked for a motion to approve the September 17, 2013 meeting minutes. Secretary MacDougall offered the following resolution and moved its adoption:

**RESOLUTION: #13-43**

**NOW, THEREFORE, BE IT RESOLVED**, to approve the minutes of the September 17, 2013 Wilton Water & Sewer Authority meeting as typed, without amendment.

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.

COMPTROLLER'S REPORT

Bills

The payment of the October 2013 and November 2013 (#10 & 11) abstracts need to be approved by the Board. The total for the Water & Sewer Fund for October is \$48,179.78 and nothing for the Capital Projects Fund. The total for the Water & Sewer Fund for November is \$311,415.19 and \$3,915.00 for the Capital Projects Fund.

Vice Chair Moline asked for a motion to approve the payment of the October 2013 and November 2013 abstracts. Mark Moshier offered the following resolution and moved its adoption:

**RESOLUTION # 13-44**

**NOW, THEREFORE, BE IT RESOLVED**, to ratify the payment of the October 2013 and November 2013 (#10 & 11). The total for the Water & Sewer Fund for October is \$48,179.78 and nothing for the Capital Projects Fund. The total for the Water & Sewer Fund for November is \$311,415.19 and \$3,915.00 for the Capital Projects Fund.

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 \$151.33 for September and a negative \$1,039.50 for October need to be approved by the board.

Vice Chair Moline asked for a motion to approve the billing adjustments in the amount of a positive \$151.33 for September and a negative \$1,039.50 for October. Secretary MacDougall offered the following resolution and moved its adoption:

#### **RESOLUTION # 13-45**

**NOW, THEREFORE, BE IT RESOLVED**, to approve the billing adjustments in the amount of a positive \$151.33 for September and a negative \$1,039.50 for October.

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.

#### Budget

The Board needs to approve budget transfers in the sewer fund from Contingency to Repairs and Maintenance in the amount of \$4,500 for grinder pump repairs, in the water fund from contingency to equipment in the amount of \$640 for chlorine monitor for Fairways, and in the water fund from contingency to electricity in the amount of \$18,500 and the sewer fund from contingency to electricity in the amount of \$2,800.

Vice Chair Moline asked for a motion to approve budget transfers in the sewer fund from Contingency to Repairs and Maintenance in the amount of \$4,500 for grinder pump repairs, in the water fund from contingency to equipment in the amount of \$640 for chlorine monitor for Fairways, and in the water fund from contingency to electricity in the amount of \$18,500 and the sewer fund from contingency to electricity in the amount of \$2,800 as noted in the Comptrollers Report dated 11/19/13. Mark Moshier offered the following resolution and moved its adoption:

#### **RESOLUTION # 13-46**

**NOW, THEREFORE, BE IT RESOLVED**, to approve budget transfers in the sewer fund from Contingency to Repairs and Maintenance in the amount of \$4,500 for grinder pump repairs, in the water fund from contingency to equipment in the amount of \$640 for chlorine monitor for Fairways, and in the water fund from contingency to electricity in the amount of \$18,500 and the sewer fund from contingency to electricity in the amount of \$2,800 as noted in the Comptrollers Report dated 11/19/13.

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.

The Board needs to approve the establishment of Capital Project #22 for a new water line to the southeast corner of Town with budget amendments to increase serial bonds and increase interfund transfers by \$895,000 and increase interfund transfers and increase capital project expenditures by \$895,000.

Vice Chair Moline asked for a motion to approve the establishment of Capital Project #22 for a new water line to the southeast corner of Town with budget amendments to increase serial bonds and increase interfund transfers by \$895,000 and increase interfund transfers and increase capital project expenditures by \$895,000. Secretary MacDougall offered the following resolution and moved its adoption:

**RESOLUTION # 13-47**

**NOW, THEREFORE, BE IT RESOLVED**, to approve the establishment of Capital Project #22 for a new water line to the southeast corner of Town with budget amendments to increase serial bonds and increase interfund transfers by \$895,000 and increase interfund transfers and increase capital project expenditures by \$895,000.

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.

**2013 Audit**

The Board needs to approve the contract with Cusack and Company for the 2013 audit and authorize Vice Chair Moline to execute this document.

Vice Chair Moline asked for a motion to approve the contract with Cusack and Company for the 2013 audit and authorize Vice Chair Moline to execute this document. Mark Moshier offered the following resolution and moved its adoption:

**RESOLUTION # 13-48**

**NOW, THEREFORE, BE IT RESOLVED**, to approve the contract with Cusack and Company for the 2013 audit and authorize Vice Chair Moline to execute this document.

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.

**Temporary Investment of Surplus Funds**

After a thorough investigation into government backed securities it was determined that this would not be right for WWSA.

**CHAIRMAN'S REPORT**

**2014 Budget and Salary Schedule**

The Board reviewed and discussed the 2014 budget and salary schedule. The Board needs to approve the 2014 budget and salary schedule.

Vice Chair Moline asked for a motion to approve the 2014 budget. Mark Moshier offered the following resolution and moved its adoption:

**RESOLUTION # 13-49**

**NOW, THEREFORE, BE IT RESOLVED**, to approve the 2014 budget.

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.

Vice Chair Moline asked for a motion to approve the 2014 salary schedule. Secretary MacDougall offered the following resolution and moved its adoption:

**RESOLUTION # 13-50**

**NOW, THEREFORE, BE IT RESOLVED**, to approve the 2014 salary schedule.

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.

**DIRECTOR'S REPORT**

Water Line Extension to Southeast Side of Town

Preliminary design work and route surveys are complete. After the first of the year we will have local banks bid on bond issue.

Water Line Extension for Gavin Park

The project is about 90% complete. Most of the water lines are in but the hydrants need to be installed. We also need to pressure test and disinfect the lines. \$170,000 was reimbursed to Belmonte Builders who will then install the line and the Town of Wilton will reimburse WWSA \$170,000.

Easements from School District and Town

This is done but not recorded yet.

Water System Radio Upgrade Alarm System

This is 100% complete. Now all the information from the SKADA system is coming back to the office thru a cellular modem. This should be quicker and more reliable.

Indian Springs Sewer Upgrade

Next year the whole system will need to be upgraded.

Water Meter Technology

New technology will allow the water meters to be read online. Director Mooney received a preliminary quote for smart meters from Sensus.

### Saratoga County Water Quality

There are no updates.

### Online and Auto Bill Pay

A new update identifying e-checks from credit card payments will be coming shortly.

### ACTIVE PROJECTS AND STATUS

- 18 Lots off Traver Road concept stage – needs an archeological study
- Craw Farm will be starting soon
- Route 9 Mixed Use Retail and Apartments – no update
- The Mill at Smith Bridge moving forward with water & sewer lines installed
- Heritage Apartments 16 units under construction – no movement
- Heritage Apartments 32 units under construction – no movement
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### ADJOURNMENT

There being no further business brought before the Authority's Board, at 5:09 p.m. on a motion by Secretary MacDougall, Vice Chair Moline adjourned the meeting with all in favor.