

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

January 17, 2012

Present: Nancy Fleming, Chairman; Kirk Moline, Vice Chairman; Jamie Green, Secretary; Carol Green, Comptroller (via skype); Michael Mooney, Director; Dennis Feeney, Attorney at Law; Keith Manz, Engineer

Arrived Late:

Departed Early:

Absent: Scott Duffy, Treasurer; Mark Moshier

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

Approve Pending Minutes

Chairman Fleming asked for a motion to approve the November 15, 2011 meeting minutes. Secretary Green offered the following resolution and moved its adoption:

RESOLUTION: #12-01

NOW, THEREFORE, BE IT RESOLVED, to approve the minutes of the November 15, 2011 Wilton Water & Sewer Authority meeting as typed, without amendment.

The adoption of the foregoing resolution was seconded by Vice Chair 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 December 2011 (#12) abstract needs to be approved by the Board. The total for the Water & Sewer Fund is \$68,043.66 and \$7,741.30 for the Capital Projects Fund.

Chairman Fleming asked for a motion to approve the payment of the December 2011 abstract. Vice Chair Moline offered the following resolution and moved its adoption:

RESOLUTION # 12-02

NOW, THEREFORE, BE IT RESOLVED, to ratify the payment of the December 2011 (#12) abstract. The total for the Water & Sewer Fund is \$68,043.66 and \$7,741.30 for the Capital Projects Fund.

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

Chairman Fleming asked for a motion to approve the payment of the January 2012 (#1) abstract. Vice Chair Moline offered the following resolution and moved its adoption:

RESOLUTION # 12-03

NOW, THEREFORE, BE IT RESOLVED, to ratify the payment of the January 2012 (#1) abstract. The total for the Water & Sewer Fund is \$297,624.75 and \$2,003.20 for the Capital Projects Fund.

The adoption of the foregoing resolution was seconded by Secretary Green, 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 negative \$15,167.21 for December and a negative \$1,254.93 for November need to be approved by the board.

Chairman Fleming asked for a motion to approve the billing adjustments in the amount of a negative \$15,167.21 for December and a negative \$1,254.93 for November. Secretary Green offered the following resolution and moved its adoption:

RESOLUTION # 12-04

NOW, THEREFORE, BE IT RESOLVED, to approve the billing adjustments in the amount of a negative \$15,167.21 for December and a negative \$1,254.93 for November.

The adoption of the foregoing resolution was seconded by Vice Chair Moline, 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 for printing & duplication, credit card fees, personal services and repairs & maintenance as noted in the Comptrollers Report dated 1/17/12.

Chairman Fleming asked for a motion to approve budget transfers for printing & duplication, credit card fees, personal services and repairs & maintenance as noted in the Comptrollers Report dated 1/17/12. Secretary Green offered the following resolution and moved its adoption:

RESOLUTION # 12-05

NOW, THEREFORE, BE IT RESOLVED, to approve budget transfers for printing & duplication, credit card fees, personal services and repairs & maintenance as noted in the Comptrollers Report dated 1/17/12.

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

County Reimbursement

The Board needs to authorize Director Mooney to execute the contract with the County for reimbursement of a portion of the Exit 15 sewer upgrade.

Chairman Fleming asked for a motion to authorize Director Mooney to execute the contract with the County for reimbursement of a portion of the Exit 15 sewer upgrade. Vice Chair Moline offered the following resolution and moved its adoption:

RESOLUTION # 12-06

NOW, THEREFORE, BE IT RESOLVED, to authorize Director Mooney to execute the contract with the County for reimbursement of a portion of the Exit 15 sewer upgrade.

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

2012 Salaries

The Board needs to approve salary increases retroactive to January 1, 2012.

Chairman Fleming asked for a motion to approve salary increases retroactive to January 1, 2012. Secretary Green offered the following resolution and moved its adoption:

RESOLUTION # 12-07

NOW, THEREFORE, BE IT RESOLVED, to approve salary increases retroactive to January 1, 2012.

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

Health Insurance Employee Participation for 2012

The Board needs to approve employee participation for the Authority's health insurance coverage as follows: Field Technician 16.4%, Director 10.6%

Chairman Fleming asked for a motion to approve employee participation for the Authority's health insurance coverage as follows: Field Technician 16.4%, Director 10.6%. Secretary Green offered the following resolution and moved its adoption:

RESOLUTION # 12-08

NOW, THEREFORE, BE IT RESOLVED, to approve employee participation for the Authority's health insurance coverage as follows: Field Technician 16.4%, Director 10.6%.

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

ABO Conference

Comptroller Green requested approval to attend an ABO conference regarding the PARIS report. The Board agreed that Comptroller Green should sign up for this 2 hour computer conference.

CHAIRMAN'S REPORT

Employee Leave Policy

The Town policy states that after 15 years full time employees will earn one additional vacation day per year for five years. The Town eliminated Lincoln's birthday from the holiday schedule and added one personal day.

Chairman Fleming asked for a motion to approve eliminating the Lincoln's birthday holiday and adding one floater to the leave accruals. Secretary Green offered the following resolution and moved its adoption:

RESOLUTION # 12-09

NOW, THEREFORE, BE IT RESOLVED, to approve eliminating the Lincoln's birthday holiday and adding one floater to the personal leave accruals.

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

DIRECTOR'S REPORT

2012 Statutory Requirements

Annual self evaluation forms were given to the Board members for completion to be submitted to the ABO. Ethics disclosure forms were given to the Board members for completion to be submitted to the County. The Audit and Governance committee members will remain the same for 2012.

Saratoga County Water Authority

The County has a 1 ½% rate increase which will bring the price to \$2.08. Director Mooney made it known to the County that WWSA did not agree with the increase due to the additional expenses incurred by WWSA to take water as well as water quality issues.

Director Mooney sent a letter to Ed Hernandez, Acting Director of the SCWA outlining WWSA request for credit of water paid for but not used in the 4th quarter of 2011 due to quality issues. Director Mooney requested a resolution to be passed by SCWA similar to resolution No 2011-57 that they passed in February. SCWA decided to table the issue and not pass a resolution. WWSA will put the 4th quarter bill from SCWA in dispute.

Meter Radio Read Failure Rate

When WWSA originally did the improvement of radio read we received defective radios that were installed on the customers' homes. Sensus came up with a different design to solve the issue of failures. Sensus has given WWSA new radios as they fail. WWSA replaces them as they fail. Generally between 50-70 radios fail each quarter. Last quarter there were over 140 failures.

Authority Budget Office Compliance & Consolidation Review

WWSA has not been contacted by them yet. Comptroller Green prepared various paper work and financial reports and they copied and returned the originals. They have been working in Clifton Park and should start the WWSA review in March.

Exit 15 Sewer Pump Station Update

The contracts are signed. The contractor submittals are being reviewed by the County.

Exit 16 Ballard Road Corridor Study

The study is complete; Director Mooney is waiting for hard copies.

City Water Contract Floral Estates

The water supply application has been submitted.

Featherwood Meter Upgrade

Of the 111 Featherwood customers, 59 new meters have been installed and there are 52 left to replace.

Online and Auto Bill Pay

Approximately 10% of WWSA customers have used either auto bill pay or onetime payment online. A separate mailing will go out to remind customers of this convenience.

Website Development and Content

This year the website will be updated with a new look.

Deferred Compensation

Every few years Nationwide Retirement Solutions ask for an amendment and restated model plan.

Chairman Fleming asked for a motion to acknowledge receipt of the amended and restated model plan for deferred compensation. Secretary Green offered the following resolution and moved its adoption:

RESOLUTION # 12-10

NOW, THEREFORE, BE IT RESOLVED, to acknowledge receipt of the amended and restated model plan for deferred compensation.

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

PROJECT APPROVAL STATUS

ADJOURNMENT

There being no further business brought before the Authority's Board, at 5:15 p.m. on a motion by Vice Chair Moline and seconded by Secretary Green, Chairman Fleming adjourned the meeting with all in favor.