

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

July 17, 2012

Present: Nancy Fleming, Chairman; Jamie Green, Secretary; Scott Duffy, Treasurer;  
Carol Green, Comptroller; Michael Mooney, Director; Dennis Feeney,  
Attorney at Law; Keith Manz, Engineer

Arrived Late:

Departed Early:

Absent: Mark Moshier; Kirk Moline, Vice Chairman;

Chairman Fleming called the meeting to order at 4:05 p.m.

Approve Pending Minutes

Chairman Fleming asked for a motion to approve the May 15, 2012 meeting minutes. Secretary Green offered the following resolution and moved its adoption:

**RESOLUTION: #12-22**

**NOW, THEREFORE, BE IT RESOLVED**, to approve the minutes of the May 15, 2012 Wilton Water & Sewer Authority meeting as typed, without amendment.

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.

Annual Audit Presentation

John Criscone from Cusack and Company went thru the Annual 2011 WWSA audit with the Board. The WWSA was given an unqualified opinion.

COMPTROLLER'S REPORT

Bills

The payment of the June and July 2012 (#6 & 7) abstracts need to be approved by the Board. The total for the Water & Sewer Fund for June is \$40,497.66 and \$1,756.49 for the Capital Projects Fund. The total for the Water & Sewer Fund for July is \$59,126.00 and \$287,002.03 for the Capital Projects Fund.

Chairman Fleming asked for a motion to approve the payment of the June and July 2012 abstracts. Treasurer Duffy offered the following resolution and moved its adoption:

### **RESOLUTION # 12-23**

**NOW, THEREFORE, BE IT RESOLVED**, to ratify the payment of the June and July 2012 (#6 & 7) abstracts. The total for the Water & Sewer Fund for June is \$40,497.66 and \$1,756.49 for the Capital Projects Fund. The total for the Water & Sewer Fund for July is \$59,126.00 and \$287,002.03 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 \$4,303.16 for May need to be approved by the board. There were no billing adjustments for June.

Chairman Fleming asked for a motion to approve the billing adjustments in the amount of a negative \$4,303.16 for May and no billing adjustments for June. Secretary Green offered the following resolution and moved its adoption:

### **RESOLUTION # 12-24**

**NOW, THEREFORE, BE IT RESOLVED**, to approve the billing adjustments in the amount of a negative \$4,303.16 for May and no billing adjustments 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 a budget transfer in the amount of \$20,000 from contingency to repairs & maintenance for unexpected sewer repairs.

Chairman Fleming asked for a motion to approve a budget transfer in the amount of \$20,000 from contingency to repairs & maintenance for unexpected sewer repairs. Secretary Green offered the following resolution and moved its adoption:

### **RESOLUTION # 12-25**

**NOW, THEREFORE, BE IT RESOLVED**, to approve a budget transfer in the amount of \$20,000 from contingency to repairs & maintenance for unexpected sewer repairs as noted in the Comptrollers Report dated 7/17/12.

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.

The Board needs to approve a budget amendment in the amount of \$2,510 to increase sewer review fees and increase engineer review fees for EDP fees for the SUNY Adirondack Rt. 9 inspection.

Chairman Fleming asked for a motion to approve a budget amendment in the amount of \$2,510 to increase sewer review fees and increase engineer review fees for EDP fees for the SUNY Adirondack Rt. 9 inspection. Treasurer Duffy offered the following resolution and moved its adoption:

**RESOLUTION # 12-26**

**NOW, THEREFORE, BE IT RESOLVED**, to approve a budget amendment in the amount of \$2,510 to increase sewer review fees and increase engineer review fees for EDP fees for the SUNY Adirondack Rt. 9 inspection as noted in the Comptrollers Report dated 7/17/12.

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'S REPORT**

**ABO Response to Operational Review**

Director Mooney compiled a letter of response to the ABO. Clifton Park Water Authority and Saratoga County Water Authority will also send responses to the audit.

**DIRECTOR'S REPORT**

**Exit 15 Sewer Pump Station Update**

The project is basically completed. Additional top soil and seeding is needed. Director Mooney is requesting the Board authorize him to sign three change orders for extension of time with no effect on the total budgeted dollars for the project.

Chairman Fleming asked for a motion to authorize Director Mooney to sign three change orders for extension of time with no effect on the total budgeted dollars for the project. Secretary Green offered the following resolution and moved its adoption:

**RESOLUTION # 12-27**

**NOW, THEREFORE, BE IT RESOLVED**, to authorize Director Mooney to sign three change orders for extension of time with no effect on the total budgeted dollars for the project.

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.

#### Floral Estates 5

They started to clear the site. They haven't come in to start the water yet. The City of Saratoga Springs will charge WWSA buy-in fees. WWSA has received the buy-in fees from Belmonte. Belmonte Builders paid the DEC Water Supply Application fees but that fee was already paid by EDP at the beginning of the project.

Chairman Fleming asked for a motion to approve the return of \$3,700 DEC Water Supply Application fees back to Belmonte Builders. Treasurer Duffy offered the following resolution and moved its adoption:

#### **RESOLUTION # 12-28**

**NOW, THEREFORE, BE IT RESOLVED**, to approve the return of \$3,700 DEC Water Supply Application fees back to Belmonte Builders.

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.

#### Semi Annual System Flushing

The semi annual flushing of the water system was completed in the beginning of May with no issues or customer complaints.

#### Water Use Restrictions

Customers have been notified of the water use restrictions to promote water conservation during the hot summer months.

#### County Water Connection Update

No new developments. Billing issues have been worked out.

#### Featherwood Meter Upgrade

There are approximately 35 customers that need new meters and mxu.

#### Online and Auto Bill Pay

The issue with rounding if a payment exceeds \$1,000 has been corrected. We are looking into paperless billing.

#### Website Development and Content

Director Mooney is working with Spa.Net to update the website to resemble an i-phone.

#### Mountain Lane Residents

Three residents on Mountain Lane were contacted by Mr. Rooter to tie the homes into sewer. Each resident gave the contractor half the cost up front of \$4,800 each. The contractor did not contact WWSA but did get a permit from SCSD. One resident contacted WWSA upset because the contractor did little work and told the customers the Town of Wilton had stopped them. The contractor told SCSD that the County had stopped him from digging in the road. Director Mooney contacted Ted Serbalik who said Mountain Lane is not a County road. Neither the Town

nor County stopped them. The grinder pump company that supplied quotes has not heard from the contractor. Each home will owe WWSA \$1700 sewer capital improvement fee for the connection.

#### PROJECT APPROVAL STATUS

The Medical Center at Wilton.

#### ADJOURNMENT

There being no further business brought before the Authority's Board, at 5:10 p.m. on a motion by Treasurer Duffy and seconded by Secretary Green, Chairman Fleming adjourned the meeting with all in favor.