

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

January 19, 2021

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

Absent: Kirk Moline, Vice-Chairman; Mark Moshier, Board Member

Chairman MacDougall called the meeting to order at 4:00pm

Due to COVID-19 precautions, this Board Meeting took place via telephone conference in accordance with NYS Executive Order 202.1 allowing public meetings to be performed via conference call.

Approve Pending Minutes

Chairman MacDougall asked for a motion to approve the November 17, 2020 meeting minutes. Secretary Schneider offered the following resolution and moved its adoption:

RESOLUTION: #21-01

NOW, THEREFORE, BE IT RESOLVED, to approve the minutes of the November 17, 2020 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.

CHAIRMAN'S REPORT

With the new year, Chairman MacDougall inquired if any member of the Board is interested in switching up roles within the Board and stepping into the Chairman role.

SEQR for Cell Tower Land Lease

Review of SEQR documentation discussed at last meeting. SEQR Part 2 responses reviewed and approved as provided with no questions or changes.

Chairman MacDougall asked for a motion to approve the Chairman to sign the document under Part 3 of Full Environmental Assessment Form. Treasurer Duffy offered the following resolution and moved its adoption:

RESOLUTION #21-02

NOW, THEREFORE, BE IT RESOLVED, to approve the Chairman to sign the Full Environmental Assessment Form, part 3.

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.

Chairman MacDougall asked for a motion to approve the attached resolution for a negative declaration pursuant to the New York State Environmental Quality Review Act regarding the lease of land to Cellco Partnership d/b/a Verizon Wireless to place a telecommunications facility at Northern Pines Road. Secretary Schneider offered the following resolution and moved its adoption:

RESOLUTION #21-03

NOW, THEREFORE, BE IT RESOLVED, to approve the attached resolution for a negative declaration pursuant to the New York State Environmental Quality Review Act regarding the lease of land to Cellco Partnership d/b/a Verizon Wireless to place a telecommunications facility at Northern Pines Road.

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.

Chairman MacDougall asked for a motion to approve Chairman to sign any other documents needed for lease to Verizon. Treasurer Duffy offered the following resolution and moved its adoption:

RESOLUTION #21-04

NOW, THEREFORE, BE IT RESOLVED, to approve Chairman to sign any other documents needed for lease to Verizon Wireless.

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.

Chairman MacDougall asked for a motion to approve the attached resolution regarding the lease of land to Cellco Partnership d/b/a Verizon Wireless to place a cell tower at Northern Pines Road, in compliance with Public Authorities Law and subject to Authorities Budget Office approval. Treasurer Duffy offered the following resolution and moved its adoption:

RESOLUTION #21-05

NOW, THEREFORE, BE IT RESOLVED, to approve the attached resolution regarding the lease of land to Cellco Partnership d/b/a Verizon Wireless to place a cell tower at Northern Pines Road, in compliance with Public Authorities Law and subject to Authorities Budget Office approval.

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 December 2020 and January 2021 (#12 & #01) abstracts need to be approved by the Board. The total for the Water & Sewer Fund for December is \$299,280.88 and \$0.00 for the Capital Projects Fund. The total for the Water & Sewer Fund for January is \$104,774.26 and \$0.00 for the Capital Projects Fund.

Chairman MacDougall asked for a motion to approve the payment of December 2020 and January 2021 (#12 & #01) abstracts. Treasurer Duffy offered the following resolution and moved its adoption:

RESOLUTION #21-06

NOW, THEREFORE, BE IT RESOLVED, to approve the payment of December 2020 and January 2021 (#12 & #01) abstracts. The total for the Water & Sewer Fund for December is \$299,280.88 and \$0.00 for the Capital Projects Fund. The total for the Water & Sewer Fund for January is \$104,774.26 and \$0.00 for the Capital Projects Fund.

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.

Billing Adjustments

Billing adjustments in the amount of a positive \$1803.51 for November need to be approved by the Board. There were no billing adjustments for December.

Chairman MacDougall asked for a motion to approve the billing adjustments in the amount of a positive \$1803.51 for November. Secretary Schneider offered the following resolution and moved its adoption:

RESOLUTION #21-07

NOW, THEREFORE, BE IT RESOLVED, to approve the billing adjustments in the amount of a positive \$1803.51 for November.

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 adjustments for some minor year end housekeeping.

Chairman MacDougall asked for a motion to approve the budget adjustments as outlined by the Comptroller's Report. Treasurer Duffy offered the following resolution and moved its adoption:

RESOLUTION #21-08

NOW, THEREFORE, BE IT RESOLVED, to approve the budget adjustments as outlined by the Comptroller's Report:

A. Budget Transfers:

From Contingency	(a/c #01-1990-5.00400)	\$ 2,100
To Credit Card Fees	(a/c #01-8310-5.00422)	\$ 2,100
From Contingency	(a/c #01-1990-5.00400)	\$4,120
To Minor Equipment	(a/c #01-8140-5.00415)	\$4,120
From Contingency	(a/c #01-1990-5.00400)	\$1,100
To Medical Insurance	(a/c #01-9000-5.00860)	\$1,100
From Pers. Services	(a/c #01-8310-5.00100)	\$ 200
From Social Sec.	(a/c #01-9000-5.00830)	\$ 15
To Contingency	(a/c #01-1990-5.00400)	\$ 215
From Contingency	(a/c #02-1990-5.00400)	\$ 215
To Pers. Services	(a/c #02-8110-5.00100)	\$ 195
To Pers. Services	(a/c #02-8122-5.00100)	\$ 5
To Social Sec.	(a/c #02-9000-5.00830)	\$ 15

B. Budget Amendment:

Increase Meters	(a/c #01-8340-5.00416)	\$ 3,700
Incr. Sale of Meters	(a/c #01-0000-4.02665)	\$ 3,700

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 to Actual Expenditure Report

Reports as of 12/31/20 are available for review.

Internal Financial Statements

The reports as of 12/31/20 attached are preliminary, as some 2020 invoices have not yet arrived

DIRECTOR'S REPORT

Effects of COVID-19 on WWSA Operations

Town Hall offices are still not open to the public. There have been some positive cases among town employees. WWSA has a separate entrance to offices and continue to work in building.

Water and Sewer Extension for Forest Grove Subdivision

Belmonte has acquired the land from Don Green. We are waiting for the easements to be filed for where we will be going onto Belmonte property after crossing the Northway and a letter of credit for full value of project. When these two items are received, the contract will be complete, and we can begin construction. The project was bid several months ago. The winning bidder is going to hold to his bid, with the exception of an increase in the prevailing wage that has taken place since he made his bid. The preliminary plan is to have the project done by the end of June.

Davidson Drive Capital Project

The Davidson Drive water district extension project is complete. The water line is in at the street and approximately 5 homes have already connected. Once a full accounting of project costs are gathered, we will submit that to the tax assessor. The tax assessor will transfer the costs for the water district to the tax bills in the district.

628 Maple Ave Water Line WWSA portion Capital Project #30

WWSA's portion of the water line is complete, the line is now on and has been transferred to WWSA, and the bill has been paid. No new information to report regarding additional businesses on Route 9 connecting through this line.

Internet Meter Reading System Update

An update to the internet meter reading system is in process, which will allow real time monitoring of pressure and temperature with specialty meters in customer locations at various areas around the system.

Saratoga County Water Quality

Our continual testing has not shown any problems with water quality. Our old contract with SCWA has expired but it is still in effect through an extension clause as we discuss a new contract. We sent comments last week on the proposed new contract.

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 4:37 p.m. on a motion by Secretary Schneider and seconded by Treasurer Duffy, Chairman MacDougall adjourned the meeting with all in favor.