

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

January 20, 2015

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

Absent: Scott Duffy, Treasurer

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

Approve Pending Minutes

Chairman Green asked for a motion to approve the November 18, 2014 meeting minutes. Secretary MacDougall offered the following resolution and moved its adoption:

RESOLUTION: #15-01

NOW, THEREFORE, BE IT RESOLVED, to approve the minutes of the November 18, 2014 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.

Adirondack Trust Insurance Review

Dave Meager from Adirondack Trust Insurance reviewed the WWSA coverage for the coming year.

COMPTROLLER'S REPORT

Bills

The payment of the December 2014 and January 2015 (#12 & 01) abstracts need to be approved by the Board. The total for the Water & Sewer Fund for December is \$26,699.61 and \$33,745.20 for the Capital Projects Fund. The total for the Water & Sewer Fund for January is \$394,147.60 and \$94,538.63 for the Capital Projects Fund.

Chairman Green asked for a motion to approve the payment of the December 2014 and January 2015 (#12 & 01) abstracts. Vice Chair Moline offered the following resolution and moved its adoption:

RESOLUTION #15-02

NOW, THEREFORE, BE IT RESOLVED, to ratify the payment of the December 2014 and January 2015 (#12 & 01) by the Board. The total for the Water & Sewer Fund for December is \$26,699.61 and \$33,745.20 for the Capital Projects Fund. The total for

the Water & Sewer Fund for January is \$394,147.60 and \$94,538.63 for the Capital Projects Fund.

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.

Billing Adjustments

Billing adjustments in the amount of a positive \$389.62 for November and a negative \$36.35 for December need to be approved by the board.

Chairman Green asked for a motion to approve the billing adjustments in the amount of a positive \$389.62 for November and a negative \$36.35 for December. Mark Moshier offered the following resolution and moved its adoption:

RESOLUTION #15-03

NOW, THEREFORE, BE IT RESOLVED, to approve the billing adjustments in the amount of a positive \$389.62 for November and a negative \$36.35 for December.

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.

Budget

The Board needs to approve budget transfers from Contingency to Repairs and Maintenance.
01-1990-5.00400 to 01-8320-5.00413 \$5,000.
01-1990-5.00400 to 01-8340-5.00413 \$4,200.
02-8122-5.00413 to 02-8122-5.00413 \$4,400.

Chairman Green asked for a motion to approve budget transfers from Contingency to Repairs and Maintenance. Secretary MacDougall offered the following resolution and moved its adoption:

RESOLUTION #15-04

NOW, THEREFORE, BE IT RESOLVED, to approve budget transfers from Contingency to Repairs and Maintenance.
01-1990-5.00400 to 01-8320-5.00413 \$5,000.
01-1990-5.00400 to 01-8340-5.00413 \$4,200.
02-8122-5.00413 to 02-8122-5.00413 \$4,400.

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.

The Board needs to approve a budget amendment for \$800 to increase meters and increase sale of meters.

Chairman Green asked for a motion to approve a budget amendment for \$800 to increase meters and increase sale of meters. Mark Moshier offered the following resolution and moved its adoption:

RESOLUTION #15-05

NOW, THEREFORE, BE IT RESOLVED, to approve a budget amendment for \$800 to increase meters and increase sale of meters.

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.

Reduction of Interest Rate

Saratoga National Bank is lowering the interest rate on our accounts from .3% to .15% as of January 1, 2015.

2014 Audit

The quote from Cusack and Company to conduct the 2014 audit of the financial statements is \$8,750. This is an increase of \$250 over the 2013 audit.

Chairman Green asked for a motion to accept Cusack and Company as our auditor for the 2014 audit and approve signing the agreement by Chairman Green. Secretary MacDougall offered the following resolution and moved its adoption:

RESOLUTION #15-06

NOW, THEREFORE, BE IT RESOLVED, to accept Cusack and Company as our auditor for the 2014 audit and approve signing the agreement by Chairman Green.

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.

Resignation of Collateral Agent

JP Morgan is resigning its duties as custodian of the collateral for the Authority's deposits at Adirondack Trust Company effective March 15, 2015.

CHAIRMAN'S REPORT

Health Insurance Participation

It was discussed and agreed to have WWSA and the employees share the increased cost. It was also discussed and agreed to keep the Field Technician's cost at 16.4% and increase the Director's cost to 14.6%.

DIRECTOR'S REPORT

Water Line Extension

The job is now complete. We are waiting for a response from the City of Saratoga Springs regarding our connection to the city line.

2014 Board Evaluation and Ethics Disclosure Forms

The annual Board Evaluation and Ethics Disclosure forms were distributed to the board members to fill out for the ABO.

Review 2014 Board Positions and Committees

The Board positions and committees were reviewed and discussed. It was agreed that no changes would be made.

Mansard Apartments Chlorine Issue

In October when the contractor was disinfecting the new water line a customer from the Mansard Apartments contacted the DOH regarding chlorine levels in the water. Director Mooney went to the site to assess the situation. The contractor failed to bleed all the pressure off the line and the chlorine back fed into our system and got into the homes at Mansard Apartments. Director Mooney cleared the line and corrected the problem. DOH sent a letter of violation at the end of December with a recommendation that WWSA supervise all contractor activity regarding water lines.

Internet Meter Reading System Update

The base station has been delivered and the antenna is scheduled to be installed on January 27th. As the weather permits the new radios will be installed.

Indian Springs Sewer Upgrade

All the materials have been ordered. The wet well is being made by Pallette. The pumps and controls have been delivered.

Saratoga County Water Quality

The County's carbon filters have effectively corrected the water quality problems. Our continual testing has not shown any problems with water quality.

Update Comprehensive Plan

We will start this after the Town has completed their Plan.

Online and Auto Bill Pay

The vendor is working on a couple glitches in the system.

IRS Review

We received a letter from the IRS saying they want to come in and do an employment tax compliance check. This is not an audit.

Gavin Park

The Town may be installing a spray park at Gavin Park. It was discussed how the water will be billed out.

ACTIVE PROJECTS AND STATUS

- Route 9 Mixed Use Retail and Apartments (under construction)
- The Mill at Smith Bridge (in process of getting 10% bonus of 5 lots)
- Heritage Apartments 16 units (under construction)
- Heritage Apartments 32 units (under construction)
- 18 Lots on Loudon Road (proposed)
- Craw Farm (starting construction)
- Senior Housing Project off Perry Road (300 apartments)
- Pinebrook Landing tapped into the water line on Ingersol Road
- New subdivision proposed 17 lots adjacent to Pinebrook Landing

ADJOURNMENT

There being no further business brought before the Authority's Board, at 5:02 p.m. on a motion by Secretary MacDougall and seconded by Vice Chair Moline, Chairman Green adjourned the meeting with all in favor.