

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

May 16, 2017

Present: Dave MacDougall, Chairman; Scott Duffy, Treasurer; Jamie Green, Secretary; Dennis Feeney, Attorney at Law; Michael Mooney, Director; Ryan Riper, Engineer; Carol Green, Comptroller (via phone)

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

Chairman MacDougall called the meeting to order at 4:02 p.m.

Approve Pending Minutes

Chairman MacDougall asked for a motion to approve the March 21, 2017 meeting minutes. Secretary Green offered the following resolution and moved its adoption:

**RESOLUTION: #17-14**

**NOW, THEREFORE, BE IT RESOLVED**, to approve the minutes of the March 21, 2017 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.

COMPTROLLER'S REPORT

Bills

The payment of the April 2017 and May 2017 (#04 & #05) abstracts need to be approved by the Board. The total for the Water & Sewer Fund for April is \$89,662.89 and \$11,840.95 for the Capital Projects Fund. The total for the Water & Sewer Fund for May is \$27,161.07 and \$0.00 for the Capital Projects Fund.

Chairman MacDougall asked for a motion to approve the payment of the April 2017 and May 2017 (#04 & #05) abstracts. Secretary Green offered the following resolution and moved its adoption:

**RESOLUTION #17-15**

**NOW, THEREFORE, BE IT RESOLVED**, to approve the payment of the April 2017 and May 2017 (#04 & #05) abstracts. The total for the Water & Sewer Fund for April is \$89,662.89 and \$11,840.95 for the Capital Projects Fund. The total for the Water & Sewer Fund for May is \$27,161.07 and \$0.00 for the Capital Projects Fund.

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.

#### Billing Adjustments

Billing adjustments in the amount of a \$0.00 for March and a positive \$3914.45 for April need to be approved by the board.

Chairman MacDougall asked for a motion to approve the billing adjustments in the amount of \$0.00 for March and a positive \$3914.45 for April. Treasurer Duffy offered the following resolution and moved its adoption:

#### **RESOLUTION #17-16**

**NOW, THEREFORE, BE IT RESOLVED**, to approve the billing adjustments in the amount of \$0.00 for March and a positive \$3914.45 for April.

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.

#### Budget

The Board needs to approve budget transfers as per the May 16, 2017 Comptroller's Report.

Chairman MacDougall asked for a motion to approve budget transfers as per the May 16, 2017 Comptroller's Report. Treasurer Duffy offered the following resolution and moved its adoption:

#### **RESOLUTION #17-17**

**NOW, THEREFORE, BE IT RESOLVED**, to approve budget transfers as per the May 16, 2017 Comptroller's Report.

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.

#### Deferred Revenues

The Board needs to authorize the return of \$1850 to the McDonald's Redevelopment project for DEC review fees collected but not needed.

Chairman MacDougall asked for a motion to approve the return of \$1850 to the McDonald's Redevelopment project for DEC review fees collected but not needed. Secretary Green offered the following resolution and moved its adoption:

### **RESOLUTION #17-18**

**NOW, THEREFORE, BE IT RESOLVED**, to approve the return of \$1850 to the McDonald's Redevelopment project for DEC review fees collected but not needed.

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.

### **Furlong Hills Capital Project**

An estimate has been received from Environmental Design Partnership. The Board needs to approve budget adjustments as outlined in the May 16, 2017 Comptroller Report to increase the Furlong Hills Capital Project budget to \$400,000 funded by the Infrastructure Replacement Reserve, and authorize Director Mooney to approve award of the contract.

Chairman MacDougall asked for a motion to approve budget adjustments as outlined in the May 16, 2017 Comptroller Report to increase the Furlong Hills Capital Project budget to \$400,000 funded by the Infrastructure Replacement Reserve, and authorize Director Mooney to approve award of the contract. Treasurer Duffy offered the following resolution and moved its adoption:

### **RESOLUTION #17-19**

**NOW, THEREFORE, BE IT RESOLVED**, to approve budget adjustments as outlined in the May 16, 2017 Comptroller Report to increase the Furlong Hills Capital Project budget to \$400,000 funded by the Infrastructure Replacement Reserve, and authorize Director Mooney to approve award of the contract.

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**

No report.

### **DIRECTOR'S REPORT**

#### **Residents with well issues near Jones Road Water Plant**

No further reports of issues in this area since last meeting.

#### **Addition to staff**

The new Field Technician, Robert Campchero, started 4 weeks ago. Training is going well. Operator's license water class at HVCC is in progress. Once class and 1 year on the job experience is completed, he will receive his license. The truck ordered for him in December has not been delivered yet due to recall issues. Delivery is expected by mid-June.

#### **Ballard Road Area Water Line Capital Project**

Environmental Design Partnership to start engineering to determine cost to replace the oldest lines in our system, the cast iron lines inherited from the state located in the Ballard Rd area.

#### Northway Crossing Capital Project for Proposed Developments

No application has been received by WWSA. They are moving forward with a traffic study first to determine the traffic impact and mitigation fees to proceed.

#### Ace Hardware Expansion Improvements to WWSA System

Improvements to Ace Hardware are basically done, but per the specification, the valve is supposed to fail open in the event of power loss, but the valve originally installed fails closed. The new valve that meets the specification is being installed tomorrow.

#### Internet Meter Reading System Update

No major issues with internet meter reading system.

#### Saratoga County Water Quality

Our continual testing has not shown any problems with water quality.

#### Online and Auto Bill Pay Update

No major issues with online and Auto Bill Pay.

#### Annual Water Quality Report

The Annual Water Quality Report for 2016 will be published in the Wilton Report next month and posted to our website.

#### Mission Statement

Per the Authorities Budget Office, the Board is to review our Mission Statement and Performance Measurements annually. Mission statement, performance goals, and questions from ABO distributed to Board for review.

Chairman MacDougall asked for a motion to adopt the Mission Statement and Performance Measurements as written. Treasurer Duffy offered the following resolution and moved its adoption:

#### **RESOLUTION #17-20**

**NOW, THEREFORE, BE IT RESOLVED,** to adopt the Mission Statement and Performance Measurements as written.

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.

#### Adirondack Trust Office

The bank office at Route 9 and Northern Pines Road has not begun rebuilding after the recent fire. The Stewart's on that corner is working with the bank to possibly merge their properties and create a plaza. Water and sewer services would be brought from the Mills at Smith Bridge.

ADJOURNMENT

There being no further business brought before the Authority's Board, at 4:50 p.m. on a motion by Secretary Green and seconded by Treasurer Duffy, Chairman MacDougall adjourned the meeting with all in favor.