

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

May 18, 2021

Present: Dave MacDougall, Chairman; Kirk Moline, Vice-Chairman; Scott Duffy, Treasurer; Mark Moshier, Board Member; Dennis Feeney, Attorney at Law; Michael Mooney, Director; Ryan Riper, Engineer; Carol Green, Comptroller

Absent: Evan Schneider, Secretary

Chairman MacDougall called the meeting to order at 4:03pm

Due to COVID-19 precautions, this Board Meeting took place via zoom conference call 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 March 16, 2021 meeting minutes. Vice Chairman Moline offered the following resolution and moved its adoption:

RESOLUTION: #21-15

NOW, THEREFORE, BE IT RESOLVED, to approve the minutes of the March 16, 2021 Wilton Water & Sewer Authority meeting as typed, without amendment.

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.

COMPTROLLER'S REPORT

Bills

The payment of the April 2021 and May 2021 (#04 & #05) abstracts need to be approved by the Board. The total for the Water & Sewer Fund for April is \$114,084.03 and \$0.00 for the Capital Projects Fund. The total for the Water & Sewer Fund for May is \$36,412.01 and \$10,380.02 for the Capital Projects Fund.

Chairman MacDougall asked for a motion to approve the payment of April 2021 and May 2021 (#04 & #05) abstracts. Mark Moshier offered the following resolution and moved its adoption:

RESOLUTION #21-16

NOW, THEREFORE, BE IT RESOLVED, to approve the payment of April 2021 and May 2021 (#04 & #05) abstracts. The total for the Water & Sewer Fund for April is \$114,084.03 and \$0.00 for the Capital Projects Fund. The total for the Water & Sewer Fund for May is \$36,412.01 and \$10,380.02 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 positive \$503.59 for April need to be approved by the Board. There were no billing adjustments in March.

Chairman MacDougall asked for a motion to approve the billing adjustments in the amount of a positive \$503.59 for April. Vice Chairman Moline offered the following resolution and moved its adoption:

RESOLUTION #21-17

NOW, THEREFORE, BE IT RESOLVED, to approve the billing adjustments in the amount of a positive \$503.59 for April.

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.

Budget

No budget adjustments are required at this time.

Investment Report

The 2020 Investment Report is attached and needs to be approved by the Board.

Chairman MacDougall asked for a motion to approve the 2020 Investment Report. Vice Chairman Moline offered the following resolution and moved its adoption:

RESOLUTION #21-18

NOW, THEREFORE, BE IT RESOLVED, to approve the 2020 Investment Report.

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.

Closure of Capital Project

The Board needs to formally close Capital Project #32 for the Davidson Drive/Smith Bridge water line loop and approve adding the cost of \$83,842.94 to General Fixed Assets and the depreciation schedule.

Chairman MacDougall asked for a motion to approve the closure of Capital Project #32 for the Davidson Drive/Smith Bridge water line loop and approve adding the cost of \$83,842.94 to General Fixed Assets and the depreciation schedule. Vice Chairman Moline offered the following resolution and moved its adoption:

RESOLUTION #21-19

NOW, THEREFORE, BE IT RESOLVED, to approve the closure of Capital Project #32 for the Davidson Drive/Smith Bridge water line loop and approve adding the cost of \$83,842.94 to General Fixed Assets and the depreciation schedule.

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.

Internal Financial Statements

The reports as of 3/31/21 are attached.

2020 Audit

The 2020 audit has been completed. Once the draft report is received from Cusack & Co, it will be forwarded to Board for review.

CHAIRMAN'S REPORT

DIRECTOR'S REPORT

Effects of COVID-19 on WWSA Operations

Town Hall offices are still not open to the public. A drop box has been installed at the WWSA entrance for customers to drop off payments, and we continue to take payments by mail, phone or online.

Commercial Water Rates

Commercial customers are currently billed different rates depending on the area of the system they are in. History provided: When development increased in Exit 15 area/Lowes Dr approximately 1999 and looking to add water services, WWSA entered in agreement with the City of Saratoga Springs to purchase water at 2.5 times the City of Saratoga rate to service this area. A separate exit 15 rate code was established for the commercial customers in this area due to this higher cost. There are 46 commercial customers elsewhere in Wilton that are charged the regular rate. A WWSA water line was installed in 2007 for this area and a small amount of water is still purchased from the City of Saratoga Springs to keep the contract active. No changes were made to existing rate codes.

Personnel Matter from Last Meeting

Employment has been terminated for field technician. Locks were changed to WWSA buildings. Position has not yet been posted. Lawn maintenance at WWSA facilities is being contracted out to free up time for current field technician until position is filled.

Saratoga County Water Authority Contract

SCWA has a new standard contract with an individualized addendum for WWSA that has been reviewed by attorney and ready for signature.

Water and Sewer Extension for Forest Grove Subdivision

There is one remaining outstanding item from Belmonte- the commitment letter from the bank- and the project will be ready to proceed. The winning bidder, Bellamy Construction, is going to hold to his bid, with the exception of an increase in the prevailing wage and an increase in some material costs that has taken place since he made his bid. Materials will not be ordered until there is a contract. There may be some delays in construction due to supply issues increasing lead times for orders/difficulties getting materials.

Dish Wireless Inquiry for Lease on Water Tower

No new information to report from inquiry about putting Dish Wireless antenna on water tower.

Verizon Property Lease

The Town is waiting for clarification from the town's attorney if the approval process will go through zoning or planning board, if this will be considered a public utility needing a use variance.

Internet Meter Reading System Update

An upgrade to the internet meter reading system is complete and working well with no issues.

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 4:39p.m. on a motion by Treasurer Duffy and seconded by Mark Moshier, Chairman MacDougall adjourned the meeting with all in favor.