

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

July 21, 2015

Present: Jamie Green, Chairman; Kirk Moline, Vice Chairman; Dave MacDougall, Secretary; Scott Duffy, Treasurer; Dennis Feeney, Attorney at Law; Carol Green, Comptroller; Michael Mooney, Director; Ryan Ripper, Engineer

Absent: Mark Moshier;

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

Approve Pending Minutes

Chairman Green asked for a motion to approve the May 19, 2015 meeting minutes. Treasurer Duffy offered the following resolution and moved its adoption:

**RESOLUTION: #15-18**

**NOW, THEREFORE, BE IT RESOLVED**, to approve the minutes of the May 19, 2015 Wilton Water & Sewer Authority meeting as typed, without amendment.

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.

Auditors Discussion with Board

John Criscone from Cusack & Company discussed the 2014 Financial Statements Audit. The 2014 audit has been completed with no issues.

COMPTROLLER'S REPORT

Bills

The payment of the June 2015 and July 2015 (#06 & #07) abstracts need to be approved by the Board. The total for the Water & Sewer Fund for June is \$53,013.27 and \$136,933.95 for the Capital Projects Fund. The total for the Water & Sewer Fund for July is \$90,476.75 and \$118,993.75 for the Capital Projects Fund.

Chairman Green asked for a motion to approve the payment of the June 2015 and July 2015 (#06 & #07) abstracts. Vice Chair Moline offered the following resolution and moved its adoption:

**RESOLUTION #15-19**

**NOW, THEREFORE, BE IT RESOLVED**, to ratify the payment of the June 2015 and July 2015 (#06 & #07) abstracts. The total for the Water & Sewer Fund for June is \$53,013.27 and \$136,933.95 for the Capital Projects Fund. The total for the Water & Sewer Fund for July is \$90,476.75 and \$118,993.75 for the Capital Projects Fund.

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.

#### Billing Adjustments

Billing adjustments in the amount of a positive \$383.73 for May and a positive \$419.00 for June need to be approved by the board.

Chairman Green asked for a motion to approve the billing adjustments in the amount of a positive \$383.73 for May and a positive \$419.00 for June. Secretary MacDougall offered the following resolution and moved its adoption:

#### **RESOLUTION #15-20**

**NOW, THEREFORE, BE IT RESOLVED**, to approve the billing adjustments in the amount of a positive \$383.73 for May and a positive \$419.00 for June.

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.

#### Budget

The Board needs to approve a budget transfer from contingency to DBL for \$15.00.

Chairman Green asked for a motion to approve a budget transfer from contingency to DBL for \$15.00. Treasurer Duffy offered the following resolution and moved its adoption:

#### **RESOLUTION #15-21**

**NOW, THEREFORE, BE IT RESOLVED**, to approve a budget transfer from contingency to DBL for \$15.00.

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.

#### Closure of Capital Project #21

The Board needs to approve the closure of Capital Project #21 for the Indian Springs Sewer Upgrade.

Chairman Green asked for a motion to approve the closure of Capital Project #21 for the Indian Springs Sewer Upgrade. Secretary MacDougall offered the following resolution and moved its adoption:

#### **RESOLUTION #15-22**

**NOW, THEREFORE, BE IT RESOLVED**, to approve the closure of Capital Project #21 for the Indian Springs Sewer Upgrade.

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.

#### Hoffman Settlement

During 2013 the meter at the Hoffman Car Wash was not working properly. A check for \$28,361.84 has been received for estimated 2013 water usage.

Chairman Green asked for a motion to ratify the settlement of \$28,361.84. Treasurer Duffy offered the following resolution and moved its adoption:

#### **RESOLUTION #15-23**

**NOW, THEREFORE, BE IT RESOLVED**, to ratify the settlement of \$28,361.84 for 2013 water usage by Hoffman Car Wash.

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.

#### Acceptance of the 2014 Audits

The Board needs to formally accept the 2014 Audit Reports from Cusack & Company.

Chairman Green asked for a motion to formally accept the 2014 Audit Reports from Cusack & Company. Secretary MacDougall offered the following resolution and moved its adoption:

#### **RESOLUTION #15-24**

**NOW, THEREFORE, BE IT RESOLVED**, to formally accept the 2014 Audit Reports from Cusack & Company.

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

Chairman Green requested a volunteer to replace him as Chairman.

#### DIRECTOR'S REPORT

##### Hoffman Car Wash 2013 Water Bill Resolution

Payment for the 2013 estimated water usage has been received.

##### Proposal for Warehouse on South East Side of Exit 16

An application has been submitted to tie into our water and sewer lines. They will decide between Wilton and a site in Connecticut. They requested that WWSA waive the fees and Director Mooney said no. They will be requesting a grant from the IDA.

### Perry Road Senior Apartments

They are moving forward and waiting for some agency approvals. The infrastructure will start in early September.

### Internet Meter Reading System Update

Around 3,000 MXUs have been installed. We are waiting for the software to merge our billing system and their reading system. It has been months since our billing software was updated. Sensus is moving very slowly. All of the MXU's installed are communicating with the base station.

### Indian Springs Sewer Upgrade

This project is completed except for the retainage.

### Saratoga County Water Quality

Twice over the past month our station has closed the valve due to low chlorine residual. SCWA is working on the problem.

### County Water Taste Test

Our water is at the taste test.

### NYS Comptroller's Office Update

Three auditors from the NYS Comptroller's office stopped by to obtain information on how we collect fees from contractors. After the meeting they said the information will be used for a Saratoga Springs review.

### Stortz Hydrant Connections for Fire Departments

Greenfield Fire Department purchased 50 stortz hydrant connections and gave 25 to Wilton. They have been installed.

### Update Comprehensive Plan

We will start this after the Town has completed their Plan. The Town has their final draft for review.

### Online and Auto Bill Pay

Our software programmer who set up the online bill pay has left the business. Director Mooney asked if anyone had names to replace Zincastle.

### Gavin Park Spray Park

The Board discussed the water rates to be charged to the Town.

### Water Restrictions

A resident brought their concern to the Wilton Town Board regarding our water use restriction when the Town is building a spray park.

### ACTIVE PROJECTS

- Rt. 9 mixed use retail and apartments
- The Mill at Smith Bridge is in the 2<sup>nd</sup> phase of 3 phases.

- Heritage Apartments IIA (16 units) and IV (32 units) – buildings are not completed yet.
- 18 Lots off Traver Road – work not started.
- Perry Road Senior Apartments
- Perry Crossing-retail
- Canyon Run Extension-45 lot subdivision
- Floral Estates 6-66 lot subdivision

#### ADJOURNMENT

There being no further business brought before the Authority's Board, at 5:30 p.m. on a motion by Secretary MacDougall and seconded by Vice Chair Moline, Chairman Green adjourned the meeting with all in favor.