

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

September 15, 2020

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

Absent: Mark Moshier, Board Member

Chairman MacDougall called the meeting to order at 4:02pm

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 July 21, 2020 meeting minutes. Vice Chairman Moline offered the following resolution and moved its adoption:

**RESOLUTION: #20-26**

**NOW, THEREFORE, BE IT RESOLVED**, to approve the minutes of the July 21, 2020 Wilton Water & Sewer Authority meeting as typed, without amendment.

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 August 2020 and September 2020 (#08 & #09) abstracts need to be approved by the Board. The total for the Water & Sewer Fund for August is \$49,744.47 and \$0.00 for the Capital Projects Fund. The total for the Water & Sewer Fund for September is \$22,407.95 and \$0.00 for the Capital Projects Fund.

Chairman MacDougall asked for a motion to approve the payment of August 2020 and September 2020 (#08 & #09) abstracts. Secretary Schneider offered the following resolution and moved its adoption:

**RESOLUTION #20-27**

**NOW, THEREFORE, BE IT RESOLVED**, to approve the payment of August 2020 and September 2020 (#08 & #09) abstracts. The total for the Water & Sewer Fund for August is \$49,744.47 and \$0.00 for the Capital Projects Fund. The total for the Water & Sewer Fund for September is \$22,407.95 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 positive \$500.45 for July and a positive \$66.83 for August need to be approved by the Board.

Chairman MacDougall asked for a motion to approve the billing adjustments in the amount of a positive 500.45 for July and a positive \$66.83 for August. Vice Chairman Moline offered the following resolution and moved its adoption:

#### **RESOLUTION #20-28**

**NOW, THEREFORE, BE IT RESOLVED**, to approve the billing adjustments in the amount of a positive 500.45 for July and a positive \$66.83 for August.

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

The Board needs to approve a budget transfer from Contingency (a/c#01-1990-5.00400) to Repairs and Maintenance (a/c#01-8320-5.00413) for \$11,400 to cover \$1,400 the account is currently over budget and an additional \$10,000 for anticipated costs for upcoming repairs to the Mulberry Water Plant.

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

#### **RESOLUTION #20-29**

**NOW, THEREFORE, BE IT RESOLVED**, to approve a budget transfer from Contingency (a/c#01-1990-5.00400) to Repairs and Maintenance (a/c#01-8320-5.00413) for \$11,400

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 9/10/20 are available for review.

## CHAIRMAN'S REPORT

### Volunteers for Budget Committee

The 2021 budget is being developed. Two board members are requested to review the budget draft prior to final budget being presented to board for a vote. Vice Chairman Moline and Secretary Schneider volunteered for budget committee.

## DIRECTOR'S REPORT

### Mulberry Water Plant

There have been a couple of issues with wells at Mulberry Water Plant. A budget transfer was done during Comptroller Report for some repairs. A new pump and motor have been installed for one well, and we may need to run a new power line 1500 ft in conduit to the well.

### Effects of COVID-19 on WWSA Operations

Town Hall is tentatively scheduled to re-open to residents 10/1/20. Prior to the next board meeting, we should have some direction on procedures for town meetings. The next Town Board meeting is scheduled to be held at Gavin Park in gymnasium to allow distancing. The Open Meetings Law executive orders passed by governor have been extended through 10/11/20.

### Water and Sewer Extension for Forest Grove Subdivision

Belmonte will be proceeding with the project. He got his option on the land and is doing some additional engineering at this time to cut some costs.

### Davidson Drive Water Line Extension

The Town Board has created the water district for the Davidson Drive Water Line Extension. The next step is to get quotes and get the work done. We delivered to each homeowner a temporary right of way authorization so we can access the property to install the line and a survey stake so they can mark where the line should end 5ft. from foundation wall on the front of the house. Work is estimated to be done by the end of the year.

### Davidson Drive Proposed Capital Project

The Davidson Drive water district extension is designed for the water main to go just far enough to provide the last home water service. After that last home, there is an additional 300 ft on Davidson Drive and 400ft on Smith Bridge Road to an existing water line. Board discussed creating a new capital project to bridge this distance to loop the system. This would eliminate two dead ends and increase fire flow. Estimate costs to be \$150,000. This would be a bid alternate on the water district project bid.

Chairman MacDougall asked for a motion to establish Capital Project #32 to loop the system from the Davidson Drive Water District to the Mill at Smith Bridge Rd. and to approve a budget of \$150,000. Secretary Schneider offered the following resolution and moved its adoption:

### **RESOLUTION #20-30**

**NOW, THEREFORE, BE IT RESOLVED**, to approve the establishment of Capital Project #32 Davidson Drive to Smith Bridge Rd Loop and further approve a budget of \$150,000 by approving the following budget transfer and amendments:

Budget Transfer: from Contingency (a/c#01-1990-5.00400) to Transfers to Other Funds (a/c #01-9900-5.09950) \$150,000

Budget Amendments: Increase Contractual Expenses (a/c # 32-1440-5.00400) \$150,000; Increase Interfund Transfers (a/c # 32-0000-4.05031) \$150,000

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.

Potential Land Lease to Verizon Wireless for Additional Tower Location

Verizon has done some surveying and they have preliminary plans for the tower location. They inquired regarding State Environmental Quality Review. SEQR needs to be done by the Planning Board when they apply to the Town but there may be some paperwork to be signed in the process.

Chairman MacDougall asked for a motion to authorize the Chairman to sign any SEQR documents necessary and allow the Planning Board to act as lead agency in SEQR application. Treasurer Duffy offered the following resolution and moved its adoption:

**RESOLUTION #20-31**

**NOW, THEREFORE, BE IT RESOLVED,** to authorize the Chairman to sign any SEQR documents necessary and allow the Planning Board to act as lead agency in SEQR application.

The adoption of the foregoing resolution was seconded by Vice Chairman Moline, duly put to a vote and the resolution was declared adopted with all Board members present voting in favor.

628 Maple Ave Water Line WWSA portion Capital Project #30

WWSA's portion of the water line has been installed and completed, but we have not yet received the bill from the builder of the project.

Internet Meter Reading System Update

No new information to report.

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 as we are discussing a 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 4:48 p.m. on a motion by Vice Chairman Moline and seconded by Secretary Schneider, Chairman MacDougall adjourned the meeting with all in favor.