

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

September 16, 2025

Present: Dave MacDougall, Chairman; Scott Duffy, Vice Chairman; Evan Schneider, Treasurer; Dave Huestis, Secretary; Joe Stadelmeyer, Board Member; Michael Mooney, Director; Ryan Riper, Engineer; Carol Green, Comptroller; Andrea Macy, Comptroller; Dennis Feeney, Attorney at Law

Absent:

Chairman MacDougall called the meeting to order at 4:03 p.m.

Approve Pending Minutes

Chairman MacDougall asked for a motion to approve the July 15, 2025 meeting minutes. Treasurer Schneider offered the following resolution and moved its adoption:

RESOLUTION: #25-24

NOW, THEREFORE, BE IT RESOLVED, to approve the minutes of the July 15, 2025 Wilton Water & Sewer Authority meeting as typed, without amendment.

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

Welcome Andrea Macy

Andrea Macy is introduced to the Board in the comptroller position being vacated by retiring comptroller Carol Green. Carol Green will be staying on temporarily during the transition.

COMPTROLLER'S REPORT

Bills

The August 2025 and September 2025 (#08 & #09) abstracts need to be approved by the Board. The total for the Water & Sewer Fund for August is \$91,494.38 and \$8,231.33 for the Capital Projects Fund. The total for the Water & Sewer Fund for September is \$21,763.97 and \$300.00 for the Capital Projects Fund.

Chairman MacDougall asked for a motion to approve the payment of August 2025 and September 2025 (#08 & #09) abstracts. Vice Chairman Duffy offered the following resolution and moved its adoption:

RESOLUTION #25-25

NOW, THEREFORE, BE IT RESOLVED, to approve the payment of August 2025 and September 2025 (#08 & #09) abstracts. The total for the Water & Sewer Fund for August is \$91,494.38 and \$8,231.33 for the Capital Projects Fund. The total for the Water & Sewer Fund for September is \$21,763.97 and \$300.00 for the Capital Projects Fund.

The adoption of the foregoing resolution was seconded by Joe Stadelmeyer, 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 negative \$3091.82 for July and positive \$502.19 for August need to be approved by the Board. The large negative in July was a result of 2 commercial accounts that had not had their rate codes changed and sewer charges were inadvertently applied for the 2nd quarter following the transfer of sewer operations to Saratoga County. The sewer charges were manually removed prior to the bills being sent to the customer.

Chairman MacDougall asked for a motion to approve the billing adjustments in the amount of a negative \$3091.82 for July and positive \$502.19 for August. Treasurer Schneider offered the following resolution and moved its adoption:

RESOLUTION #25-26

NOW, THEREFORE, BE IT RESOLVED, to approve the billing adjustments in the amount of a negative \$3091.82 for July and positive \$502.19 for August.

The adoption of the foregoing resolution was seconded by Vice Chairman Duffy, 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 the following budget transfers:

- a. From Contingency (a/c# 01-1990-5.00400) to Engineer Review Fees (a/c# 01-8310-5.00417) for \$1500
- b. From Contingency (a/c# 01-1990-5.00400) to Meters (a/c# 01-8340-5.00416) for \$11,000
- c. From Contingency (a/c# 02-1990-5.00400) to Professional Fees (a/c# 02-8110-5.00410) for \$12,000
- d. From Contingency (a/c# 02-1990-5.00400) to Contractual Expenses (a/c# 02-8110-5.00400) for \$2,400
- e. From Retirement Tier 6 (a/c# 02-9000-5.00811) to Retirement Tier 4 (a/c# 02-9000-5.00810) for \$2,235
- f. From Transfer of cash to SCSD (a/c# 02-9900-5.09960) to Loss on Transfer of assets to SCSD (a/c# 02-9900-5.09951) for \$136,520.48
- g. From Contingency (a/c# 01-1990-5.00400) to Contractual (a/c# 01-8310-5.00400) for \$10,650

- h. From Contingency (a/c#01-1990-5.00400) to Professional Fees (a/c# 01-8310-5.00410) for \$20,000

Chairman MacDougall asked for a motion to approve the budget transfers per the Comptroller's Report. Secretary Huestis offered the following resolution and moved its adoption:

RESOLUTION #25-27

NOW, THEREFORE, BE IT RESOLVED, to approve the following budget transfers:

- a. From Contingency (a/c# 01-1990-5.00400) to Engineer Review Fees (a/c# 01-8310-5.00417) for \$1500
- b. From Contingency (a/c# 01-1990-5.00400) to Meters (a/c# 01-8340-5.00416) for \$11,000
- c. From Contingency (a/c# 02-1990-5.00400) to Professional Fees (a/c# 02-8110-5.00410) for \$12,000
- d. From Contingency (a/c# 02-1990-5.00400) to Contractual Expenses (a/c# 02-8110-5.00400) for \$2,400
- e. From Retirement Tier 6 (a/c# 02-9000-5.00811) to Retirement Tier 4 (a/c# 02-9000-5.00810) for \$2,235
- f. From Transfer of cash to SCSD (a/c# 02-9900-5.09960) to Loss on Transfer of assets to SCSD (a/c# 02-9900-5.09960) for \$136,520.48
- g. From Contingency (a/c# 01-1990-5.00400) to Contractual (a/c# 01-8310-5.00400) for \$10,650
- h. From Contingency (a/c#01-1990-5.00400) to Professional Fees (a/c# 01-8310-5.00410) for \$20,000

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

Appointment of New Comptroller Andrea Macy

Please see the attached resolution (**Resolution #25-28**) approved by the Board to appoint Andrea Macy to the Comptroller's position. The Board members also completed bank forms to grant signature authority at Arrow Bank and Adirondack Trust Company and approved the use of a facsimile signature for Andrea.

Budget to Actual Reports

This report as of 9/11/25 is available upon request.

Certificates of Deposit Maturities

The following CDs are maturing October 28, 2025

<u>CD#</u>	<u>Current Balance</u>	<u>Interest Rate</u>	<u>Estimated Maturity</u>	<u>Purpose</u>
xxx2641	\$ 48,000	4%	\$ 49,425.53	OPEB
xxx1122	\$800,000	4%	\$823,758.90	Replacement Reserve
xxx1128	\$600,000	4%	\$617,819.18	Unrestricted

It is expected that interest rates will drop shortly. When the new rates are received, Andrea and Mike will determine if and how much can be invested. As of 8/31/25 there was also \$1,864,436.25 in unrestricted funds in the money market account at 0.15%. The Board discussed upcoming WWSA funding needs and potential new capital projects, and determined that \$1,000,000 of that could be moved to a CD, leaving liquidity of \$800,000 in the money market and \$400,000 at Adirondack Trust.

CHAIRMAN'S REPORT

DIRECTOR'S REPORT

Unpaid Water Bills for Apartment Complex

The Farone owned apartments (Saratoga Heritage, Renaissance and Split Rail Apartments) have a large outstanding water bill again, currently approximately \$63,000. In early 2024, WWSA would not sign off on new certificates of occupancy for the complex to bring new units into service until their outstanding bill was paid. That balance was paid and the new units were provided. However, there have been no payments since January 2024 and the outstanding balance has grown again. There are no new units waiting for CO at this time. In an effort to avoid terminating services, which would affect tenants not at fault for the unpaid bill, the Board agrees to seek a consultation to pursue legal action.

Chairman MacDougall asked for a motion to approve retaining an attorney to consider a lawsuit and/or legislation related to recouping unpaid water bills. Secretary Huestis offered the following resolution and moved its adoption:

RESOLUTION #25-29

NOW, THEREFORE, BE IT RESOLVED, to approve retaining an attorney to consider a lawsuit and/or legislation related to recouping unpaid water bills with an initial budget of \$20,000.

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

Sensus Analytical

The supplier for our meter reading system is upgrading their software product from FlexNet to Sensus Analytics. This is a non-optional change as they are abandoning the old system. It will result an increase in price from previous. A budget transfer of \$10,650 was included in the Comptroller Report to reflect this change.

Mulberry Water Plant Well Motor Failure and Well Cleaning

We have several wells at the Mulberry Water Plant. One well that was out of service due to pump/motor failure was replaced and is back online today. Two other wells have been sucking air but as soon as the well is stopped it goes right back to 32 feet. This means the screening is not allowing water to come back in. These two wells are slated to be cleaned. The aquifer level has been consistent at 32-33 feet despite the current drought conditions.

2026 Budget Committee

We are starting to work on the 2026 Budget ahead of the upcoming November Board meeting. We are looking for two Board member volunteers for a budget committee to review.

Edie Road Water Loop Progress

Except for the section under the railroad tracks, the remainder of the Edie Road water loop project is complete. We are waiting for the final bill from the contractor. The capital project is expected to be closed at the November Board meeting. A new capital project will be established for the railroad crossing at a future date pending a reasonable design plan

Department of Health Water System Inspection

The minor requests made by the DOH have been completed. The tanks have been videoed as requested. We are waiting for the reports from this inspection. A letter was sent to DOH asking for clarification about the code requirements regarding meter pits draining to daylight. A response has not been received yet.

Internet Meter Reading System Update

No new information to report.

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 5:05 p.m. on a motion by Treasurer Schneider and seconded by Joe Stadelmeyer, Chairman MacDougall adjourned the meeting with all in favor.