

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

September 26, 2023

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

Absent: Carol Green, Comptroller

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

Approve Pending Minutes

Chairman MacDougall asked for a motion to approve the July 24, 2023 meeting minutes. Vice Chairman Duffy offered the following resolution and moved its adoption:

RESOLUTION: #23-27

NOW, THEREFORE, BE IT RESOLVED, to approve the minutes of the July 24, 2023 Wilton Water & Sewer Authority meeting as typed, without amendment.

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

COMPTROLLER'S REPORT

Bills

The August 2023 and September 2023 (#08 & #09) abstracts need to be approved by the Board. The total for the Water & Sewer Fund for August is \$40,557.28 and \$0.00 for the Capital Projects Fund. The total for the Water & Sewer Fund for September is \$91,349.14 and \$2,824.51 for the Capital Projects Fund.

Chairman MacDougall asked for a motion to approve the payment of August 2023 and September 2023 (#08 & #09) abstracts. Joe Stadelmeyer offered the following resolution and moved its adoption:

RESOLUTION #23-28

NOW, THEREFORE, BE IT RESOLVED, to approve the payment of August 2023 and September 2023 (#08 & #09) abstracts. The total for the Water & Sewer Fund for August is \$40,557.28 and \$0.00 for the Capital Projects Fund. The total for the Water & Sewer Fund for September is \$91,349.14 and \$2,824.51 for the Capital Projects Fund.

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.

Billing Adjustments

Billing adjustments in the amount of a positive \$787.42 for July and positive \$224.25 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 \$787.42 for July and positive \$224.25 for August. Vice Chairman Duffy offered the following resolution and moved its adoption:

RESOLUTION #23-29

NOW, THEREFORE, BE IT RESOLVED, to approve the billing adjustments in the amount of a positive \$787.42 for July and positive \$224.25 for August.

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

Budget

WJ Morris did 3 repairs for the water system over the year but waited and submitted invoices all at once. The Board will need to approve a budget transfer of \$14,000 to cover a shortfall in Repairs and Maintenance and for anticipated needs for the remainder of the year.

Chairman MacDougall asked for a motion to approve a budget transfer from Contingency 01-1990-5.00400 to Repairs and Maintenance 01-8340-5.00413 for \$14,000.00. Vice Chairman Duffy offered the following resolution and moved its adoption:

RESOLUTION #23-30

NOW, THEREFORE, BE IT RESOLVED, to approve a budget transfer from Contingency 01-1990-5.00400 to Repairs and Maintenance 01-8340-5.00413 for \$14,000.00.

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

Bank Account Signatories

New signature stamps were procured for the current approved signatories of the bank accounts. The municipal resolution form from Saratoga National Bank with examples of the current stamps was viewed by the signatories and accepted as accurate representations of their signatures. The form will be returned to Saratoga National Bank to be placed on file with WWSA accounts.

Chairman MacDougall asked for a motion to approve the municipal resolution to use facsimile signature stamps with Saratoga National Bank. Secretary Huestis offered the following resolution and moved its adoption:

RESOLUTION #23-31

NOW, THEREFORE, BE IT RESOLVED, to approve the use of facsimile signature stamps with Saratoga National Bank.

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

CHAIRMAN'S REPORT

Discussion regarding Officers Duties and Responsibilities, and a plan to examine potential officer compensation for Board members as incentive for retention, recruitment, and to promote participation in subcommittees as needed.

DIRECTOR'S REPORT

Saratoga County Sewer District #1 Take Over of Sewer Operation

The agreement is in place with Saratoga County Sewer District. Prior to the takeover of sewer operations, the easements and the real property that need to be transferred have been identified. The date for the transfer of the sewer operations is to be determined.

Rt. 9 Maple Ave Water to Firehouse and Potentially to Middle School

The Maple Avenue Firehouse wants to connect to the water system. They want to run their line just about 300 ft and enter from the north side of their building. We would like them to run the line along the entire frontage to the south side of their property, along with an easement outside the DOT right of way. If WWSA were to pay for the additional line in front of their building, it would be approximately \$25,000. We are gaining some traction with the Middle School potentially tying into the water line. The Middle School has a grounds committee that is looking into an 85% grant from the NYS Education Department for utilities. The school district recently invited someone from Laberge to speak with them about the grant, how likely they would receive it, etc. Preliminarily, Don Rhodes at Laberge and Director Mooney had a conversation regarding the issues with the fire system at the Middle School that could help the grant application. Hoosick Falls was recently successful in getting an 85% grant for an over \$2,000,000 project for a sewer line. The Board needs to consider if it is worth extending the line to the edge of the Firehouse property when they connect and provide us the easements in anticipation of the future connection of the Middle School at a later date.

Ace Pump Station County Contract Update

Rozelle is the contractor starting work next week and anticipates completion mid-December.

Agreement for Past Due Water Payment

At a previous meeting, the Board passed a resolution for an agreement for a payment plan for a landlord in town with significant past due bills. The landlord received the agreement but has not signed the agreement, nor provided the required letter of credit, however they did drop off a check for \$25,000. WWSA is holding off providing new meters for new rental units until the past due bills are paid or an agreement is reached with accompanying letter of credit.

Eddie Road Water Line Loop Progress

Work on the project is paused. There is an online application with the railroad for the permit regarding the railroad crossing. The railroad wants \$5,000,000 of liability insurance and a special construction liability insurance for work around railroad tracks. The contractor claims this will add \$4,800 in premium costs for coverage of an estimated one day of work on site. Once this is confirmed, there may need to be a change order to cover this cost.

Water and Sewer Extension for Forest Grove Subdivision, Infrastructure Transfer, and Finalized Special District Fees

Everything is complete and the pump station has been transferred to us. WWSA will run this pump station until the County takes over the sewer operations. A few model homes have been connected. We need a Board resolution retroactive to 7/14/23 for the final calculation of the Forest Grove Special District fees. The revised expenses and debt service schedule for the Forest Grove Special District were presented to the Board. Based on 323 connections, the repayments per connection in this special district will be \$1579.12 for water and \$2979.58 for sewer for the first 5 years. This will be recalculated every 5 years.

Chairman MacDougall asked for a motion to approve the Forest Grove Special District Fees. Treasurer Schneider offered the following resolution and moved its adoption:

RESOLUTION #23-32

NOW, THEREFORE, BE IT RESOLVED, to approve the Forest Grove Special District Fees of \$1579.12 for water and \$2979.58 for sewer per connection, retroactive to 7/14/23, until recalculation in 5 years.

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

Dish Network Cell Tower

Dish Network has started construction to connect on the Ballard Rd water tower. Monthly rental fees beginning with the start of construction will be arriving shortly.

Jones Road Cell Site

No new information to report.

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 4:46 p.m. on a motion by Secretary Huestis and seconded by Vice Chairman Duffy, Chairman MacDougall adjourned the meeting with all in favor.