

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

November 18, 2025

Present: Dave MacDougall, Chairman; Scott Duffy, Vice Chairman; 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: Evan Schneider, Treasurer

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

Approve Pending Minutes

Chairman MacDougall asked for a motion to approve the September 16, 2025 meeting minutes. Secretary Huestis offered the following resolution and moved its adoption:

**RESOLUTION: #25-30**

**NOW, THEREFORE, BE IT RESOLVED**, to approve the minutes of the September 16, 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.

COMPTROLLER'S REPORT

Bills

The October 2025 and November 2025 (#10 & #11) abstracts need to be approved by the Board. The total for the Water & Sewer Fund for October is \$183,309.70 and \$146,450.00 for the Capital Projects Fund. The total for the Water & Sewer Fund for November is \$20,399.07 and \$300.00 for the Capital Projects Fund.

Chairman MacDougall asked for a motion to approve the payment of October 2025 and November 2025 (#10 & #11) abstracts. Joe Stadelmeyer offered the following resolution and moved its adoption:

**RESOLUTION #25-31**

**NOW, THEREFORE, BE IT RESOLVED**, to approve the payment of October 2025 and November 2025 (#10 & #11) abstracts. The total for the Water & Sewer Fund for October is \$183,309.70 and \$146,450.00 for the Capital Projects Fund. The total for the

Water & Sewer Fund for November is \$20,399.07 and \$300.00 for the Capital Projects Fund.

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.

#### Billing Adjustments

Billing adjustments in the amount of a positive \$34.53 for September and a positive \$2,255.96 for October need to be approved by the Board.

Chairman MacDougall asked for a motion to approve the billing adjustments in the amount of a positive \$34.53 for September and a positive \$2,255.96 for October. Vice Chairman Duffy offered the following resolution and moved its adoption:

#### **RESOLUTION #25-32**

**NOW, THEREFORE, BE IT RESOLVED**, to approve the billing adjustments in the amount of a positive \$34.53 for September and a positive \$2,255.96 for October.

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.

#### Budget

The Board needs to approve the following budget transfers:

- a. From Contingency (a/c# 01-1990-5.00400) to Meters (a/c# 01-8340-5.00416) for \$10,000 to cover additional meters through the end of the year
- b. From Contingency (a/c# 01-1990-5.00400) to State Retirement Tier 4 (a/c# 01-90000-5.00810) for \$2000 to cover the ERS charge related to the remainder of 2025
- c. From Contingency (a/c# 01-1990-5.00400) to Transfer to Capital Projects (a/c# 01-9900-5.09950) for \$132,000 for additional engineering costs for Phase II of the Edie Road Project

The Board also needs to approve the following budget amendment:

- a. Increase Contractual Expenses (a/c# 36-1440-5.00400) by \$132,000 and Increase Interfund Transfers (a/c# 36-0000-4.05031) by \$132,000

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 #25-33**

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

- a. From Contingency (a/c# 01-1990-5.00400) to Meters (a/c# 01-8340-5.00416) for \$10,000
- b. From Contingency (a/c# 01-1990-5.00400) to State Retirement Tier 4 (a/c# 01-90000-5.00810) for \$2000

- c. From Contingency (a/c# 01-1990-5.00400) to Transfer to Capital Projects (a/c# 01-9900-5.09950) for \$132,000

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.

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

**RESOLUTION #25-34**

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

- a. Increase Contractual Expenses (a/c# 36-1440-5.00400) by \$132,000 and Increase Interfund Transfers (a/c# 36-0000-4.05031) by \$132,000

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.

**DEC Review Fees**

The Board needs to approve returning \$4,850 in DEC Review Fees that were collected and not needed. \$2850 to be returned for Forest Grove and \$2800 for BBL-BOCES.

Chairman MacDougall asked for a motion to approve returning \$4,850 in DEC Review Fees to the Forest Grove (\$2850) and BBL-BOCES (\$2800). Secretary Huestis offered the following resolution and moved its adoption:

**RESOLUTION #25-35**

**NOW, THEREFORE, BE IT RESOLVED**, to approve returning \$4,850 in DEC Review Fees to the Forest Grove (\$2850) and BBL-BOCES (\$2800)

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.

**Employee Health Insurance Participation 2026**

The Board needs to determine the percentage of 2026 employee health insurance premium contribution. For 2025, the Board approved employee participation in their health insurance at 15% of the employee's premiums. The Board needs to decide whether to keep that percentage the same or change for 2026. The health insurance premium has increased by 11% for 2026. The Board suggests that since the employee participation has been voted at 15% for the last several years without changes to keep the employee participation at 15% as a standing policy with no need for a future resolutions until a change is needed.

Chairman MacDougall asked for a motion to share the 2026 health insurance premium increase evenly with the employees and continue the employee contribution at 15% as a standing policy. Secretary Huestis offered the following resolution and moved its adoption:

**RESOLUTION #25-36**

**NOW, THEREFORE, BE IT RESOLVED**, to share the 2026 health insurance premium increase evenly with the employees and continue the employee contribution and continue the employee contribution at 15% as a standing policy.

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.

**2025 Audit**

WWSA has received a quote from Cusack and Company for the 2025 audit to be done in 2026. The quoted price is \$13,675. This is a 6% (\$780) increase over 2024. The Board needs to approve this contract. The Board requests an estimate be provided in September 2026 for the following year's audit as they would expect the amount of work needed and concurrent costs to decrease due to the transfer of WWSA sewer operations to Saratoga County in 2025.

Chairman MacDougall asked for a motion to formally accept Cusack and Company as our auditors for the 2025 fiscal year for a fee of \$13,675 and authorize Chairman MacDougall to sign the engagement letter. Secretary Huestis offered the following resolution and moved its adoption:

**RESOLUTION #25-37**

**NOW, THEREFORE, BE IT RESOLVED**, to formally accept Cusack and Company as our auditors for the 2025 fiscal year for a fee of \$13,675 and to authorize Chairman MacDougall to sign the engagement letter

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.

**GASB 75**

We received a quote of \$3,480 from Ray Cerrone of Jefferson Solutions for the GASB 75 actuarial valuation of OPEB for the two years ending 12/31/25 and 12/31/26. The Board needs to approve the quoted work.

Chairman MacDougall asked for a motion to accept Ray Cerrone of Jefferson Solutions for actuarial services for a fee of \$3,480. Secretary Huestis offered the following resolution and moved its adoption:

**RESOLUTION #25-38**

**NOW, THEREFORE, BE IT RESOLVED**, to formally accept Ray Cerrone of Jefferson Solutions for actuarial services for a fee of \$3,480.

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.

#### Budget to Actual Reports

This report as of today is available upon request.

#### Certificates of Deposit Maturities

The following CDs matured on October 28, 2025. These have been renewed at 3.75% and will mature on 7/28/26. The next set of maturities will occur on 4/14/26.

Water Replacement Reserve	\$823,671.23
OPEB Reserve	\$ 49,420.47
Unrestricted Funds	\$617,753.42

#### Internal 3<sup>rd</sup> Quarter Financial Statements

The reports as of September 30, 2025 are attached.

### CHAIRMAN'S REPORT

#### DIRECTOR'S REPORT

##### Edie Road Water Loop Progress and ECI Proposal for Railroad Crossing

We have found another engineering firm to do the railroad crossing. It is a design-build company called Engineer Construction Inc. out of Burlington, VT. We received a quote from them for \$104,000 for a new geological investigation, soil testing, and 60% of the design work. ECI estimates that when they have 60% done, they will be able to provide a hard number for finishing the rest of the design and the construction. The soil borings that had already been done were not much value to ECI. Testing will be repeated along with cone testing, to calculate how much water they will need to pump and at what rate to complete the project without the railroad moving during construction. Terracon's estimate for similar design work was \$248,000. A budget transfer was made in the Comptroller's Report above for this work.

#### 2026 Budget

2026 proposed budget revenues and expenses were presented to Board. No changes to fees or charges were proposed for 2026.

Chairman MacDougall asked for a motion to approve the 2026 Budget. Secretary Huestis offered the following resolution and moved its adoption:

#### **RESOLUTION #25-39**

**NOW, THEREFORE, BE IT RESOLVED,** to approve the 2026 Budget.

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.

### 2026 Proposed Salary Schedule

The proposed 2026 Salary schedule was reviewed and discussed.

Chairman MacDougall asked for a motion to approve the 2026 Salary schedule with a 5% COLA. Vice Chairman Duffy offered the following resolution and moved its adoption:

#### **RESOLUTION #25-40**

**NOW, THEREFORE, BE IT RESOLVED,** to approve the 2026 Salary schedule with a 5% COLA.

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.

### Lawsuit for Unpaid Water Bills at Apartments and Proposed Legislation

A draft of the lawsuit has been created, being careful to name the correct entities listed on the deeds for each of the apartment properties. Dennis Feeney has communicated with Assemblyman Carrie Woerner's office and communicated the legislation passed in Suffolk County to request similar legislation. They will carry the legislation, and will reach out to Jim Tedisco's office to request a co-sponsor, to potentially allow a re-levy of outstanding bills to the property taxes. It will not be introduced until the new session next year. If it passes, it will then not be necessary to proceed with lawsuits for collection of unpaid water bills.

### Internet Meter Reading System Update

We are working on the update to Sensus Analytics.

### 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 4:54 p.m. on a motion by Secretary Huestis and seconded by Joe Stadelmeyer, Chairman MacDougall adjourned the meeting with all in favor.