

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

November 21, 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; Carol Green, Comptroller

Absent:

Chairman MacDougall called the meeting to order at 4:01 p.m.

Peter Lindner Fluoridation Request

The Board is in receipt of a letter from resident Peter Lindner regarding fluoridation in the Town of Wilton. Mr. Lindner is in attendance today and is invited to address the Board. Wilton Water and Sewer Authority does not add fluoride to the water it provides to residents. There is only a small commercial area, the Home Depot Plaza, that receives fluoridated water purchased from the City of Saratoga Springs. This purchased water is not co-mingled with water produced by Wilton Water and Sewer Authority or water purchased from the Saratoga County Water Authority provided to residential customers in the Town of Wilton. Mr. Lindner requests test result information as to the fluoride level that occurs naturally in the water provided by Wilton Water and Sewer Authority. WWSA does not monitor fluoride levels as part of its regular testing as fluoride is not added, however every 2 years sampling is done that does test naturally occurring fluoride levels. The most recent result will be provided. Mr. Lindner requests the Board to consider adding fluoride to the water WWSA provides. Internal evaluations and discussions regarding fluoride have been done in the past with no previous motion to add fluoride. The Department of Health supports water systems decision whether to add fluoride but has not made a recommendation toward either decision. The Board will take Mr. Lindner's request under advisement and will have a decision by the next Board meeting.

Approve Pending Minutes

Chairman MacDougall asked for a motion to approve the September 26, 2023 meeting minutes. Secretary Huestis offered the following resolution and moved its adoption:

RESOLUTION: #23-33

NOW, THEREFORE, BE IT RESOLVED, to approve the minutes of the September 26, 2023 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 2023 and November 2023 (#10 & #11) abstracts need to be approved by the Board. The total for the Water & Sewer Fund for October is \$157,951.11 and \$50.50 for the Capital Projects Fund. The total for the Water & Sewer Fund for November is \$29,763.44 and \$0.00 for the Capital Projects Fund.

Chairman MacDougall asked for a motion to approve the payment of October 2023 and November 2023 (#10 & #11) abstracts. Treasurer Duffy offered the following resolution and moved its adoption:

RESOLUTION #23-34

NOW, THEREFORE, BE IT RESOLVED, to approve the payment of October 2023 and November 2023 (#10 & #11) abstracts. The total for the Water & Sewer Fund for October is \$157,951.11 and \$50.50 for the Capital Projects Fund. The total for the Water & Sewer Fund for November is \$29,763.44 and \$0.00 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 \$351.21 for September and positive \$15,333.61 for October need to be approved by the Board. The October adjustments include a positive \$14,777.59 adjustment for Gavin Park due to a broken meter at the spray park.

Chairman MacDougall asked for a motion to approve the billing adjustments in the amount of a positive \$351.21 for September and positive \$15,333.61 for October. Joe Stadelmeyer offered the following resolution and moved its adoption:

RESOLUTION #23-35

NOW, THEREFORE, BE IT RESOLVED, to approve the billing adjustments in the amount of a positive \$351.21 for September and positive \$15,333.61 for October

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 Repairs and Maintenance (a/c 01-8320-5.00413) for \$9,000
- b. From Contingency (a/c 01-1990-5.00400) to Health Insurance (a/c 01-9000-5.00860) for \$14,500
- c. From Contingency (a/c 02-1990-5.00400) to Health Insurance (a/c 02-9000-5.00860) for \$2,000

- d. From Contingency (a/c 02-1990-5.00400) to Repairs and Maintenance (a/c 02-8122-5.00413) for \$12,000

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

RESOLUTION #23-36

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

- a. From Contingency (a/c 01-1990-5.00400) to Repairs and Maintenance (a/c 01-8320-5.00413) for \$9,000
- b. From Contingency (a/c 01-1990-5.00400) to Health Insurance (a/c 01-9000-5.00860) for \$14,500
- c. From Contingency (a/c 02-1990-5.00400) to Health Insurance (a/c 02-9000-5.00860) for \$2,000
- d. From Contingency (a/c 02-1990-5.00400) to Repairs and Maintenance (a/c 02-8122-5.00413) for \$12,000

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.

2024 Audit and GASB 75

WWSA received the proposed engagement letter for the 2023 audit with Cusack and Co. The price quoted is \$12,275 (a 5% increase over 2022) if the Board engages an actuary. The proposed fee without an actuary engagement will be \$15,275. John Criscone referred Ray Cerrone of Jefferson Solutions Inc as an actuary. Ray Cerrone's quote is \$3,250 for two years, for years ending 12/31/23 and 12/31/24. However, if the discount rate changes materially from 2023 to 2024 there may be an additional charge. The Board needs to approve one or both of these engagements and authorize the Chairman to sign the contracts.

Chairman MacDougall asked for a motion to formally accept Cusack and Company as our auditors for the 2023 fiscal year for a fee of \$12,275 and accept Ray Cerrone of Jefferson Solutions for actuarial services for a fee of \$3,250 and authorize the Chairman to sign the contracts. Dave Huestis offered the following resolution and moved its adoption:

RESOLUTION #23-37

NOW, THEREFORE, BE IT RESOLVED, to formally accept Cusack and Company as our auditors for the 2023 fiscal year for a fee of \$12,275 and accept Ray Cerrone of Jefferson Solutions for actuarial services for a fee of \$3,250 and authorize the Chairman to sign the contracts.

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.

Contributions to the OPEB Reserve

The current balance in this fund is \$223,445. The present value of the benefit is \$232,530. Discussion regarding contributing additional amounts to the fund has been tabled to the January meeting.

Budget to Actual Expenditure Reports

The report as of 11/18/23 is available.

Internal Financial Statements

Internal Financial Statements as of 9/30/23 are attached.

Certificates of Deposit

Attached is a list of the Certificates of Deposit WWSA has with Saratoga National Bank along with their interest rates and maturity dates.

Collateralization of Deposits

A few months ago, the representative at Saratoga National Bank asked the comptroller to approve the bank using Federal Home Loan Bank Letters of Credit as collateral for our deposits. At the time, it was assumed that this type of security was approved by the State Comptroller's Office, and that it would be replacing one of the many other securities pledged. For example, in May there were 47 separate securities with 44 of these from different municipal entities, thereby spreading the risk. In actuality:

- A. Although listed by the State Comptroller as a permissible security, the County Water Authority solicited and received a legal opinion that it is not a permissible security.
- B. The bank did not just replace one or two municipal securities as assumed. They replaced all 47 securities with a Letter of Credit of \$12,000,000. The comptroller is not comfortable with "all of our eggs in one basket"
- C. In the past, the securities pledged remained stable from month to month with few changes. The Letters of Credit change every other week so we do not receive the LOC until after it has expired.

The representative from Saratoga National Bank has been informed of the comptroller's concerns and has been requested to return WWSA to municipal securities.

CHAIRMAN'S REPORT

DIRECTOR'S REPORT

2024 Budget

2024 proposed budget revenues and expenses were presented to Board.

Chairman MacDougall asked for a motion to approve the 2024 Budget. Secretary Huestis offered the following resolution and moved its adoption:

RESOLUTION #23-38

NOW, THEREFORE, BE IT RESOLVED, to approve the 2024 Budget.

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.

2024 Proposed Salary Schedule

The proposed 2024 Salary schedule was reviewed and discussed.

Chairman MacDougall asked for a motion to approve the 2024 Salary schedule with a 5% COLA. Treasurer Schneider offered the following resolution and moved its adoption:

RESOLUTION #23-39

NOW, THEREFORE, BE IT RESOLVED, to approve the 2024 Salary schedule with a 5% COLA.

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.

2024 Fee Schedule

The proposed 2024 Fee schedule was reviewed and discussed.

Chairman MacDougall asked for a motion to approve the 2024 Fee schedule. Vice Chairman Duffy offered the following resolution and moved its adoption:

RESOLUTION #23-40

NOW, THEREFORE, BE IT RESOLVED, to approve the 2024 Fee schedule.

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.

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 County's attorneys office is in flux with the recent loss of 2-3 assistant attorneys. The date for the transfer of the sewer operations is to be determined.

New Scada Computer and Software to Replace Broken XP Computer

Our Scada Windows XP computer has broken. The software is not compatible with any new hardware available. It will be \$11,319 for a new system and software. The comptroller to make a budget transfer from an account with available budget leftover to cover a budget shortfall to allow the purchase in 2023.

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

RESOLUTION #23-41

NOW, THEREFORE, BE IT RESOLVED, to approve a budget transfer from Purification-Equipment (a/c 01-8330-5.00200) to Water Administration-Equipment (a/c 01-8320-5.00200) for \$5500

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.

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

Two easements from the Nemer Group and the Fire Department were received today. Director Mooney and Ryan Ripper had a meeting with the building and grounds committee with Saratoga Springs City School District about potentially expanding the water line to the middle school. There are opportunities for the school to receive funding from the State Education Department for the water line. Several schools in the area are undergoing large capital projects.

Ace Pump Station County Contract Update

The wet well is in. They were originally scheduled to be done December 15, but estimated that it will be a month late. The County operating agreement is in place and when it is done, the County will take over operations for that station.

Agreement for Past Due Water Payment

No news on the agreement for the Past Due Water Payment. The property owner has not returned a signed copy or begun making payments. They did attempt to go to the building department to obtain certificates of occupancy for their new buildings, but were unsuccessful. The water meters have not been installed in these new buildings yet until the past due water bills on the existing buildings are paid or the agreement/payment plan is established.

Edie Road Water Line Loop Progress

Work is nearly done except for the railroad crossing. A letter was just received from Lansing Engineering that they have now received the review back from the railroad with some additional requirements, which include a 24 inch carrier pipe to go underneath the railroad to house the 8 inch water line and additional insurance requirements. Since the carrier pipe will be greater than 12 inches, they will have to do geotechnical survey.

Dish Network Cell Tower

Dish Network has started construction to connect on the Ballard Rd water tower. They have begun paying monthly rent for the location.

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 5:10 p.m. on a motion by Vice Chairman Duffy and seconded by Secretary Huestis, Chairman MacDougall adjourned the meeting with all in favor.