

TOWN of WILTON
WATER and SEWER AUTHORITY

20 Traver Road
Gansevoort, New York 12831

January 19, 2010

Present: Nancy Fleming, Chairman; Kirk Moline, Vice Chairman; Jamie Green, Secretary;
Mark Moshier; Michael Mooney, Director

Arrived Late: Keith Manz, Engineer

Departed Early:

Absent: Scott Duffy, Treasurer; Carol Green, Comptroller; Dennis Feeney, Attorney at Law

Chairman Fleming called the meeting to order at 4:05 p.m.

Annual Insurance Review

Dave Meager from Round Lake Insurance went over WWSA insurance policies.

Approve Pending Minutes

Chairman Fleming asked for a motion to approve the November 17, 2009 meeting minutes.
Secretary Green offered the following resolution and moved its adoption:

RESOLUTION: #10-05

NOW, THEREFORE, BE IT RESOLVED, to approve the minutes of the November 17,
2009 Wilton Water & Sewer Authority meeting as typed, without amendment.

The adoption of the foregoing resolution was seconded by Vice Chair Moline, 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 December 2009 abstract (#12) and the January 2010 abstract (#1) need to be approved by the Board. The total for the Water & Sewer Funds for December is \$44,105.15 and \$4,071.00 for the Capital Projects Fund. The total for the Water & Sewer Funds for January is \$309,292.08 and \$104,945.50 for the Capital Projects Fund.

Chairman Fleming asked for a motion to approve the December 2009 and January 2010 bills as outlined in item #1 of the Comptroller's report dated January 19, 2010. Secretary Green offered the following resolution and moved its adoption:

RESOLUTION # 10-01

NOW, THEREFORE, BE IT RESOLVED, to ratify the claims (bills) audited and paid in December and January by the Comptroller and listed in the attached Comptrollers Report to the Water & Sewer Authority Board.

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

Billing Adjustments

Billing adjustments for November in the amount of a positive \$213.67 and December in the amount of positive \$468.55 need to be approved by the board.

Chairman Fleming asked for a motion to approve the billing adjustments for November and December as outlined in #2 of the attached Comptrollers Report to the Water & Sewer Authority dated January 19, 2010. Mark Moshier offered the following resolution and moved its adoption:

RESOLUTION # 10-02

NOW, THEREFORE, BE IT RESOLVED, to approve the billing adjustments for November and December as outlined in #2 of the Comptroller's report to the Water & Sewer Authority Board dated January 19, 2010.

The adoption of the foregoing resolution was seconded by Secretary Green, 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 budget transfers as outlined in #3 of the attached Comptrollers Report to the Water & Sewer Authority dated January 19, 2010.

Chairman Fleming asked for a motion to approve the budget transfers from contingency to repairs & maintenance, operating supplies and printing and duplication for a total of \$1900 and an increase to sale of meters for \$7,500. as outlined in #3 of the attached Comptrollers Report to the Water & Sewer Authority dated January 19, 2010. Vice Chair Moline offered the following resolution and moved its adoption:

RESOLUTION # 10-03

NOW, THEREFORE, BE IT RESOLVED, to approve the budget transfers from contingency to repairs & maintenance, operating supplies and printing and duplication for a total of \$1900 and an increase to sale of meters for \$7,500. as outlined in #3 of the attached Comptrollers Report to the Water & Sewer Authority dated January 19, 2010.

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

CHAIRMAN'S REPORT

Personnel Policy Review

The Board will review changes for Part 4 leave policy and will discuss at the next Board Meeting.

DIRECTOR'S REPORT

Saratoga County Water Line Connection Progress and Change Order

The interior of the building is finished, the control components have been delivered and installed, and the electrical is almost done. The pavement, sidewalk, trees and grass will be done in the spring. 10% of the total contract will be held back until those items are complete in the spring. We should be ready by early February.

A change order to purchase and install a propane tank for \$3,143.95 needs to be approved which brings the total contract to \$249,492.93.

Chairman Fleming asked for a motion to approve the Saratoga County Water Line Connection project change order to purchase and install a propane tank for \$3,143.95 which brings the new general contract to \$249,492.93. Mark Moshier offered the following resolution and moved its adoption:

RESOLUTION # 10-04

NOW, THEREFORE, BE IT RESOLVED, to approve the Saratoga County Water Line Connection project change order to purchase and install a propane tank for \$3,143.95 which brings the new general contract to \$249,492.93.

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

Auto Bill Pay Proposals

Director Mooney compiled a sample notification, q&a, and application for customers when WWSA is ready to go live with auto bill pay. Director Mooney met with RBS today. Once the customer has been successfully enrolled all forms with credit card or checking account information will be destroyed. If the customer gives us an e-mail address and e-mail will be sent out to them when payment has been made.

New Public Authorities Reform Act Review

On December 2, NYS passed the Public Authorities Reform Act of 2009. It's an update to the 2005 Act. We will include a statement in our annual report saying the changes do not affect

WWSA. Dennis Feeney has a copy and will review it and let the Board know what we need to do.

WWSA 2010 Fact Summary

Director Mooney distributed and updated the fact summary sheet to the Board Members.

Water Contract with City for Floral Estates Area

Nothing new on this contract.

Featherwood Water System

Nothing new to report.

County Water Authority Rebate for Connection

Waiting for the project completion to apply for the rebate.

Route 50 Retail Plaza

The project manager, Nigro Companies, owner Joel Aaronson submitted an application with the maximum number of units to be 10 EDUs and they paid for 10 EDUs. During a review of actual water used for that project Director Mooney discovered that EDUs should have been 21 EDUs. Therefore they owe WWSA for 11 EDUs or \$55,000. No further CO's will be issued until the \$55,000 is paid.

Water Line Break

On 1/15 over 18 feet of water line cracked on Aberdeen Way. At about 6:30 a.m. the water was shut off on that street. It was repaired by 2:00 p.m. This caused low water pressure and turbid water in the area.

Website Development and Content

PROJECT APPROVAL STATUS

ADJOURNMENT

There being no further business brought before the Authority's Board, at 5:22 p.m. on a motion by Mark Moshier and seconded by Secretary Green, Chairman Fleming adjourned the meeting with all in favor.

