

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

March 16, 2010

Present: Kirk Moline, Vice Chairman; Scott Duffy, Treasurer; Jamie Green, Secretary;
Mark Moshier; Carol Green, Comptroller (via phone); Michael Mooney,
Director; Dennis Feeney, Attorney at Law; Keith Manz, Engineer

Arrived Late:

Departed Early:

Absent: Nancy Fleming, Chairman

Vice Chair Moline called the meeting to order at 4:00 p.m.

Approve Pending Minutes

Vice Chair Moline asked for a motion to approve the February 23, 2010 meeting minutes. Mark Moshier offered the following resolution and moved its adoption:

RESOLUTION: #10-12

NOW, THEREFORE, BE IT RESOLVED, to approve the minutes of the February 23, 2010 Wilton Water & Sewer Authority meeting as typed, without amendment.

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.

COMPTROLLER'S REPORT

Bills

The payment of the March 2010 abstract (#3) needs to be approved by the Board. The total for the Water & Sewer Funds is \$23,574.85 and \$90,645.29 for the Capital Projects Fund.

Vice Chair Moline asked for a motion to approve the March 2010 bills as outlined in item #1 of the Comptroller's report dated March 16, 2010. Treasurer Duffy offered the following resolution and moved its adoption:

RESOLUTION # 10-13

NOW, THEREFORE, BE IT RESOLVED, to ratify the claims (bills) audited and paid in March 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 in the amount of a negative \$270.56 for February need to be approved by the board.

Vice Chair Moline asked for a motion to approve the billing adjustments for February 2010 as outlined in #2 of the attached Comptrollers Report to the Water & Sewer Authority dated March 16, 2010. Treasurer Duffy offered the following resolution and moved its adoption:

RESOLUTION # 10-14

NOW, THEREFORE, BE IT RESOLVED, to approve the billing adjustments for February 2010 as outlined in #2 of the Comptroller's report to the Water & Sewer Authority Board dated March 16, 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.

New Capital Project

The Board needs to approve a new capital project #18 for the addition of the Featherwood subdivision water system with an initial budget of \$10,000.00.

Vice Chair Moline asked for a motion to approve a new capital project #18 for the addition of the Featherwood subdivision water system as outlined in #3 of the attached Comptrollers Report to the Water & Sewer Authority dated March 16, 2010. Treasurer Duffy offered the following resolution and moved its adoption:

RESOLUTION # 10-16

NOW, THEREFORE, BE IT RESOLVED, to approve a new capital project #18 for the addition of the Featherwood subdivision water system as outlined in #3 of the attached Comptrollers Report to the Water & Sewer Authority dated March 16, 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.

Vice Chair Moline asked for a motion to approve an initial budget of \$10,000.00 for the new capital project #18 for the addition of the Featherwood subdivision water system as outlined in #3 of the attached Comptrollers Report to the Water & Sewer Authority dated March 16, 2010. Treasurer Duffy offered the following resolution and moved its adoption:

RESOLUTION # 10-17

NOW, THEREFORE, BE IT RESOLVED, to approve an initial budget of \$10,000.00 for the new capital project #18 for the addition of the Featherwood subdivision water system as outlined in #3 of the attached Comptrollers Report to the Water & Sewer Authority dated March 16, 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.

CHAIRMAN'S REPORT

WWSA Mission Statement Workshop

Part of the new Public Authorities Accountability Act states that we have to develop a mission statement and the Board Members must acknowledge their fiduciary duties relating to that statement.

WWSA Mission Statement

Vice Chair Moline asked for a motion to adopt the new mission statement and performance goals. Mark Moshier offered the following resolution and moved its adoption:

RESOLUTION # 10-18

NOW, THEREFORE, BE IT RESOLVED, to adopt the new mission statement and performance goals.

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.

Board Acknowledgement of Fiduciary Duties and Responsibilities

Each Board Member reviewed and signed the Acknowledgement of Fiduciary Duties and Responsibilities form.

Personnel Policy Review

Part 4 Leave Policy was reviewed and accepted. Part 5 Employee Benefits was reviewed and accepted.

Vice Chair Moline asked for a motion to approve Part 4 Leave Policy of the WWSA Personnel Policy. Mark Moshier offered the following resolution and moved its adoption:

RESOLUTION # 10-19

NOW, THEREFORE, BE IT RESOLVED, to approve Part 4 Leave Policy of the WWSA Personnel 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.

Vice Chair Moline asked for a motion to approve Part 5 Employee Benefits of the WWSA Personnel Policy. Treasurer Duffy offered the following resolution and moved its adoption:

RESOLUTION # 10-20

NOW, THEREFORE, BE IT RESOLVED, to approve Part 5 Employee Benefits of the WWSA Personnel Policy.

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.

DIRECTOR'S REPORT

Featherwood Water System Proposed Contract Changes

The owner's attorney requested one change to the contract which indicated that WWSA could pull out of the contract without giving a reason. Dennis Feeney felt it was not a problem to remove that from the contract. If the owner pulled out then he would be obligated to pay our expenses. The closing date will tentatively be by July 1st.

Vice Chair Moline asked for a motion to approve the modifications to the Featherwood contract as discussed and to authorize Chairman Fleming to execute the contract. Secretary Green offered the following resolution and moved its adoption:

RESOLUTION # 10-15

NOW, THEREFORE, BE IT RESOLVED, to approve the modifications to the Featherwood contract as discussed and to authorize Chairman Fleming to execute the contract.

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.

Saratoga County Water Connection

WWSA has been taking roughly 300,000 per day. There are no issues other than a couple software problems that have been resolved. We do not have to add chlorine to their water. So far WWSA is the only one taking water from the County.

The rebate has been submitted with all the paperwork. We are awaiting a check.

Two things were left out on the plans and specs for the wiring of the hot water heater and an exhaust fan in the chlorine room. Change order #2 for the electrical contract for \$995.00 needs to be approved.

Vice Chair Moline asked for a motion to approve Change order #2 for the electrical contract in the amount of \$995.00 for the wiring of the hot water heater and an exhaust fan in the chlorine room. Mark Moshier offered the following resolution and moved its adoption:

RESOLUTION # 10-21

NOW, THEREFORE, BE IT RESOLVED, to approve Change order #2 for the electrical contract in the amount of \$995.00 for the wiring of the hot water heater and an exhaust fan in the chlorine room.

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.

Auto Bill Pay

The software issues have been resolved. An additional subscription to a third party integrator online service called Authorize Dot Net is needed. This will allow credit card processing thru our existing software with an additional cost to WWSA for \$10.00 per month and an additional \$.10 per transaction. This will be approximately an additional \$500 per year which brings the total cost to approximately \$3,000 per year depending on participation.

Water Contract with City for Floral Estates Area

Nothing new with this issue.

Website Development and Content

Nothing new to report.

17th Fairway Easement

The restrictions in the easement have been released because WWSA no longer uses this area as a water source. The golf club will have an easement to golf there without the restrictions.

Vice Chair Moline asked for a motion to approve the Chairman to sign the legal documents which will release the restrictions on the easement at the 17th fairway at McGregor Country Club. Mark Moshier offered the following resolution and moved its adoption:

RESOLUTION # 10-22

NOW, THEREFORE, BE IT RESOLVED, to approve the Chairman to sign the legal documents which will release the restrictions on the easement at the 17th fairway at McGregor Country Club.

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.

PROJECT APPROVAL STATUS

Trice Subdivision

First submission is reviewed and complete. We are waiting for the second submission.

ADJOURNMENT

There being no further business brought before the Authority's Board, at 4:55 p.m. on a motion by Secretary Green and seconded by Treasurer Duffy, Vice Chair Moline adjourned the meeting with all in favor.