

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

May 17, 2011

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

Arrived Late:

Departed Early:

Absent:

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

Approve Pending Minutes

Chairman Fleming asked for a motion to approve the March 22, 2011 meeting minutes. Vice Chair Moline offered the following resolution and moved its adoption:

RESOLUTION: #11-19

NOW, THEREFORE, BE IT RESOLVED, to approve the minutes of the March 22, 2011 Wilton Water & Sewer Authority meeting as typed, without amendment.

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.

Audit Review

Ken Claflin from Cusack and Company discussed the recent audit of the WWSA financial records. WWSA received an unqualified clean audit opinion. It was suggested that WWSA look into the unrestricted fund balance.

Annual Insurance Review

Dave Meager from Adirondack Trust Insurance discussed the WWSA insurance coverage. The Board discussed and decided to look into technology and privacy liability coverage.

COMPTROLLER'S REPORT

Bills

The payment of the May 2011 (#5) abstract needs to be approved by the Board. The total for the Water & Sewer Fund is \$53,487.39 and nothing for the Capital Projects Fund.

Chairman Fleming asked for a motion to approve the payment of the May 2011 abstract. Mark Moshier offered the following resolution and moved its adoption:

RESOLUTION # 11-20

NOW, THEREFORE, BE IT RESOLVED, to ratify the payment of the May 2011 (#5) abstract. The total for the Water & Sewer Fund is \$53,487.39 and nothing for the Capital Projects Fund.

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.

Chairman Fleming asked for a motion to approve the payment of the April 2011(#4) abstract. Secretary Green offered the following resolution and moved its adoption:

RESOLUTION # 11-21

NOW, THEREFORE, BE IT RESOLVED, to ratify the payment of the April 2011 (#4) abstract. The total for the Water & Sewer Fund is \$77,770.32 and \$463.04 for the Capital Projects Fund.

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 positive \$6,553.58 for April and a positive \$103.28 for March need to be approved by the board.

Chairman Fleming asked for a motion to approve the billing adjustments in the amount of a positive \$6,553.58 for April and a positive \$103.28 for March. Treasurer Duffy offered the following resolution and moved its adoption:

RESOLUTION # 11-22

NOW, THEREFORE, BE IT RESOLVED, to approve the billing adjustments in the amount of a positive \$6,553.58 for April and a positive \$103.28 for March.

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 various budget transfers for Featherwood taxes for 2011 and propane for the County Connection pump station as noted in the Comptrollers Report dated 5/17/11.

Chairman Fleming asked for a motion to approve various budget transfers for Featherwood taxes for 2011 and propane for the County Connection pump station as noted in the Comptrollers Report dated 5/17/11. Treasurer Duffy offered the following resolution and moved its adoption:

RESOLUTION # 11-23

NOW, THEREFORE, BE IT RESOLVED, to approve various budget transfers for Featherwood taxes for 2011 and propane for the County Connection pump station as noted in the Comptrollers Report dated 5/17/11.

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.

The Board needs to approve re-appropriation of the ending balance in both open capital projects.

Chairman Fleming asked for a motion to approve re-appropriation of the ending balance in both open capital projects. Vice Chair Moline offered the following resolution and moved its adoption:

RESOLUTION # 11-24

NOW, THEREFORE, BE IT RESOLVED, to approve re-appropriation of the ending balance in both open capital projects.

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.

Capital Projects

Chairman Fleming asked for a motion to approve closing the Featherwood capital project. Vice Chair Moline offered the following resolution and moved its adoption:

RESOLUTION # 11-25

NOW, THEREFORE, BE IT RESOLVED, to approve closing the Featherwood capital project.

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.

Audit Report

Chairman Fleming asked for a motion to accept the audit report. Secretary Green offered the following resolution and moved its adoption:

RESOLUTION # 11-26

NOW, THEREFORE, BE IT RESOLVED, to accept the audit report.

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

RFP for Audit Services

According to the ABO WWSA must issue an RFP for audit services after five years with Cusack and Company. Carol Green will request two proposals from each firm which will give quotes for an audit during the company's busy tax season and one for after tax season.

CHAIRMAN'S REPORT

Wage and Salary Review

We received the salary book from the American Water Works Association and it was forwarded to Public Sector HR Consultants. Director Mooney expects the report to be on the July Agenda.

Next Board Meeting

It was discussed and agreed that the June meeting will be cancelled. The next Board Meeting will be held on July 19th.

DIRECTOR'S REPORT

Sewer Operational Issues at Ridgeview Subdivision

Ridgeview is served with a low pressure grinder pump system. There are six homes in the development. WWSA accepted ownership of the lines from the builder, Matt Gabryshak, about a year ago. WWSA was unaware that the builder was having problems with the sewer system plugging. We are now pumping water into that line once a month to keep it clear but we still are having blockages. Director Mooney discussed the problem with the L.A.Group. L.A. Group will discuss this with Environment One who designed the system and will get back to us with a solution. Director Mooney asked the Wilton Building Department to not issue any building permits for that subdivision until this issue is resolved.

Exit 15 Sewer Improvements

The County has requested extensive upgrades to the sewer pump station. Director Mooney feels the entire station should be replaced due to its age.

Annual Water Quality Report

The report will be published in the Wilton Report as well as on our web site with the addition of the Saratoga County water information.

Hudson River Flooding Concerns

The flooding of the river had no effect on the County Water Plant.

Fairways Water Plant

Director Mooney discussed abandoning the wells at the Fairways Water Plant and using the county and our other sources to fill the tanks. There are 300,000 gallons of storage in the Fairways tank.

Exit 16 Ballard Road Corridor Study

Director Mooney will supply water and sewer maps for the study. There will be a public hearing on June 22.

City Water Contract Floral Estates

Director Mooney feels that the city is ready to sign the contract and they are working thru some road maintenance issues with the Town.

Featherwood Meter Upgrade

We have 64 of the 111 customers' meters installed.

Online and Auto Bill Pay

We have 230 customers signed up for auto bill pay and 464 customers that have set up accounts.

Website Development and Content

The Annual Water Quality Report has been updated.

PROJECT APPROVAL STATUS

Nothing to report

ADJOURNMENT

There being no further business brought before the Authority's Board, at 5:21 p.m. on a motion by Treasurer Duffy and seconded by Secretary Green, Chairman Fleming adjourned the meeting with all in favor.