

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

November 15, 2011

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

Arrived Late:

Departed Early:

Absent: Scott Duffy, Treasurer

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

Approve Pending Minutes

Chairman Fleming asked for a motion to approve the September 21, 2011 meeting minutes. Vice Chair Moline offered the following resolution and moved its adoption:

RESOLUTION: #11-51

NOW, THEREFORE, BE IT RESOLVED, to approve the minutes of the September 21, 2011 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 October 2011 (#10) abstract needs to be approved by the Board. The total for the Water & Sewer Fund is \$76,368.58 and \$3,599.01 for the Capital Projects Fund.

Chairman Fleming asked for a motion to approve the payment of the October 2011 abstract. Vice Chair Moline offered the following resolution and moved its adoption:

RESOLUTION # 11-52

NOW, THEREFORE, BE IT RESOLVED, to ratify the payment of the October 2011 (#10) abstract. The total for the Water & Sewer Fund is \$76,368.58 and \$3,599.01 for the Capital Projects Fund.

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 Fleming asked for a motion to approve the payment of the November 2011(#11) abstract. Secretary Green offered the following resolution and moved its adoption:

RESOLUTION # 11-53

NOW, THEREFORE, BE IT RESOLVED, to ratify the payment of the November 2011 (#10) abstract. The total for the Water & Sewer Fund is \$27,717.28 and \$5,183.86 for the Capital Projects Fund.

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.

Billing Adjustments

Billing adjustments in the amount of a positive \$538.68 for October and a negative \$11.35 for September need to be approved by the board.

Chairman Fleming asked for a motion to approve the billing adjustments in the amount of a positive \$538.68 for October and a negative \$11.35 for September. Vice Chair Moline offered the following resolution and moved its adoption:

RESOLUTION # 11-54

NOW, THEREFORE, BE IT RESOLVED, to approve the billing adjustments in the amount of a positive \$538.68 for October and a negative \$11.35 for September.

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.

Budget

The Board needs to approve budget transfers for credit card fees, operating supplies, gasoline and retirement as noted in the Comptrollers Report dated 11/15/11.

Chairman Fleming asked for a motion to approve budget transfers for credit card fees, operating supplies, gasoline and retirement as noted in the Comptrollers Report dated 11/15/11. Mark Moshier offered the following resolution and moved its adoption:

RESOLUTION # 11-55

NOW, THEREFORE, BE IT RESOLVED, to approve budget transfers for credit card fees, operating supplies, gasoline and retirement as noted in the Comptrollers Report dated 11/15/11.

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.

Chairman Fleming asked for a motion to approve a budget amendment to increase review fees as noted in the Comptrollers Report dated 11/15/11. Vice Chair Moline offered the following resolution and moved its adoption:

RESOLUTION # 11-56

NOW, THEREFORE, BE IT RESOLVED, to approve a budget amendment to increase review fees as noted in the Comptrollers Report dated 11/15/11.

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 Fleming asked for a motion to approve budget amendments retroactive to September for the increase in the infrastructure replacement reserve as noted in the Comptrollers Report dated 11/15/11. Secretary Green offered the following resolution and moved its adoption:

RESOLUTION # 11-57

NOW, THEREFORE, BE IT RESOLVED, to approve budget amendments retroactive to September for the increase in the infrastructure replacement reserve as noted in the Comptrollers Report dated 11/15/11.

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.

Bids for the Exit 15 Sewer Upgrade Project

Bids came in much higher than originally anticipated due to the water table being about 8 feet and the facilities need to be about 30 feet. The contractor pointed out that the site does not have a comminutor (grinder) which added approximately \$90,000 to the bid. Director Mooney contacted Saratoga County Sewer District to see if we could do the job without the comminutor (grinder) and generator. The County agreed to reimburse WWSA for the pump and generator \$117,810. After County reimbursement the job is still over budget approximately \$36,000. The low bid is Trinity Construction.

Chairman Fleming asked for a motion to approve a budget amendment to proceed with the Exit 15 sewer upgrade project as noted in the Comptrollers Report dated 11/15/11. Secretary Green offered the following resolution and moved its adoption:

RESOLUTION # 11-58

NOW, THEREFORE, BE IT RESOLVED, to approve a budget amendment to proceed with the Exit 15 sewer upgrade project as noted in the Comptrollers Report dated 11/15/11.

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.

Debt Payoff

At the last Board meeting the Board approved paying off the Authority's outstanding debt of \$1,360,000. However, Adirondack Trust Co. did not allow this without assessing a large penalty. It was decided to rescind the motion from September to pay off the debt.

Chairman Fleming asked for a motion to rescind the motion from September to pay off the debt as noted in the Comptrollers Report dated 9/21/11. Secretary Green offered the following resolution and moved its adoption:

RESOLUTION # 11-59

NOW, THEREFORE, BE IT RESOLVED, to approve a motion to rescind the motion from September to pay off the debt as noted in the Comptrollers Report dated 9/21/11.

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.

2011 Audit Engagement

The Board needs to authorize Chairman Fleming to execute the agreement with Cusack and Company for the 2011 audit of the financial statements.

Chairman Fleming asked for a motion to approve authorizing Chairman Fleming to execute the agreement with Cusack and Company for the 2011 audit of the financial statements. Mark Moshier offered the following resolution and moved its adoption:

RESOLUTION # 11-60

NOW, THEREFORE, BE IT RESOLVED, to approve authorizing Chairman Fleming to execute the agreement with Cusack and Company for the 2011 audit of the financial statements.

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.

Employee Health Insurance

The Board needs to decide on the employee participation for the health insurance coverage offered to its employees. This will be discussed during executive session.

CHAIRMAN'S REPORT

Authority Budget Office Review

The State Authority Budget Office will be coming in for a review of operational controls. Director Mooney and Comptroller Green had an initial meeting with them on November 10th to discuss the review with a possible recommendation of combining certain authorities.

DIRECTOR'S REPORT

2012 Budget

The 2012 budget was reviewed and discussed with a 5% reduction in water rates.

Chairman Fleming asked for a motion to approve the 2012 budget with a 5% reduction in water rates. Secretary Green offered the following resolution and moved its adoption:

RESOLUTION # 11-61

NOW, THEREFORE, BE IT RESOLVED, to approve the 2012 budget with a 5% reduction in water rates.

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.

County Water Quality Issue

Director Mooney got quotes to install a control valve at the base of the tank so we can reduce the pressure. This will give us control over how much the tank fills. The total cost is approximately \$7,000. By opening a valve on Gailor Road it will reduce the water coming in from the county line and going directly into the tank. When the water sits in the tank for a day or two the trihalomethans increase.

Exit 16 Ballard Road Corridor Study

Director Mooney will share the report with the Board as soon as it is finalized.

City Water Contract Floral Estates

The Board needs to authorize the water supply application to go in for Floral Estates. WWSA got a letter from Saratoga Springs allowing us to buy water from them under the current agreement. The developer is paying all the appropriate fees.

Chairman Fleming asked for a motion to approve extending the service area to Floral Estates Phase 5. Secretary Green offered the following resolution and moved its adoption:

RESOLUTION # 11-62

NOW, THEREFORE, BE IT RESOLVED, Where as Wilton Water & Sewer Authority desires to extent the service area to Floral Estates Phase 5 comprising of 18 single family homes on 44 acres of land.

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.

Featherwood Meter Upgrade

We have about 50 meters left to install.

Online and Auto Bill Pay

Working smoothly.

Website Development and Content

Next year we will have the website retooled.

PROJECT APPROVAL STATUS

CLOSE MEETING

Chairman Fleming asked for a motion to temporarily close the meeting. Secretary Green offered the motion and seconded by Mark Moshier, the Board temporarily closed the meeting at 5:05 p.m. and reopened it at 5:16 p.m. on a motion from Secretary Green and seconded by Mark Moshier

EXECUTIVE SESSION

Chairman Fleming asked for a motion to move into Executive Session to discuss the 2012 salary schedule and health insurance. Secretary Green offered the motion and seconded by Mark Moshier, the Board moved into Executive Session at 5:05 p.m. and ended at 5:15 p.m.

The regular meeting was called to order.

ADJOURNMENT

There being no further business brought before the Authority's Board, at 5:20 p.m. on a motion by Secretary Green and seconded by mark Moshier, Chairman Fleming adjourned the meeting with all in favor.