



SARATOGA COUNTY WATER AUTHORITY

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SARATOGA COUNTY WATER AUTHORITY BOARD OF DIRECTORS OFFICIAL MEETING MINUTES THURSDAY, AUGUST 23, 2012; 2:45 PM

PRESENT: Vice Chairperson Anita Daly, Supervisor Arthur Johnson, Kevin King, Treasurer, Gregg Connors, Marybeth Hynes (arrived at 3:00 p.m. due to attending another commitment) SCWA Board Members; Craig Crist, SCWA Special Counsel; John Dowd, SCWA Special Counsel; Ed Hernandez, Acting Executive Director; Press. ABSENT: Chairman John Lawler, SCWA Board Member Charles Wait.

Vice Chairperson Daly called the regular meeting to order at 2:45 p.m. and welcomed all in attendance.

A motion was made by Greg Connors and seconded by Art Johnson to adopt the draft minutes of the July 26, 2012 regular meeting, as the official minutes of that meeting. Motion to accept the draft minutes were passed unanimously.

(As is the practice of the Board, the Board waived a reading of the draft minutes and the adopted minutes include the long form resolutions that were passed at said meeting and the Board waived the reading of the long form resolutions.)

Production: Ed Hernandez, Acting Director, discussed the first of the monthly graphs. Current Average Daily flow was over 5MGD. He noted that Clifton Park became the largest customer for the month. Mr. Johnson asked if all the connections for Clifton Park were completed. Mr. Hernandez responded that there were some modifications that may be done, but that all connections were complete.

Financial: Mr. Hernandez discussed the financial reports through July 31, 2012. Vice Chair Daly stated that she had discussed the outcome of the Finance Committee meeting that was held on August 20th, 2012, with the Chairman. She indicated the news was very good from the Committee. She asked that the Finance Committee discuss the Proposed Budget at that time. Mr. Hernandez then gave the update to the financial information. Through July 31, 2012 actual expenses were \$975,457, with budgeted expenses at \$1.5 million. He indicated expenses are under budget by \$500,000. Revenues were budgeted at \$2.3 million, but were actually at \$1.4 million. The net income was \$483,310, exclusive of the Bond payments. Mr. Hernandez discussed the account balances and noted that the funds were now reflected in the Debt Service account for the payment to the bondholders due September 1st. At that time, Mr. King reflected that the reason expenses were down was because there was less water being produced than anticipated.

The first motion was to authorize the payment of the vouchers for the month at a total cost of \$134,400.86 as reviewed and approved by Kevin King, Treasurer. Mr. King affirmed that he had reviewed the vouchers, noting that the amount was high this month due to the invoices from the storm damages, chemical

purchases and the second 2011 health insurance payment to the County. Mr. Connors inquired about the costs associated with the storm damage to which Mr. Hernandez responded it was approximately \$26,000 in costs and that all costs were recovered from the insurance company. **Mr. Connors moved to authorize that vouchers, as presented and audited for payment by the Treasurer, is approved for payment. The motion was seconded by Mr. Johnson and passed unanimously. (Motion 2012-40)**

At this time the Finance Committee presented the 2013 Proposed Budget for motion to forward it to the Board of Supervisors for review and approval. The various changes were discussed by Mr. King and Mr. Johnson. It was noted that the budget was \$600,000 less than the previous year. **Mr. Johnson made a motion to forward the Proposed Budget for 2013 to the Saratoga County Board of Supervisors for their review and approval. Motion was seconded by Mr. King. Motion passed unanimously. (Motion 2012-41)**

The next item was a motion to approve changes to the Personnel Policy Manual as presented by the Executive Director. At this time, Mr. Hernandez asked that two of the changes be tabled at the advice of Counsel for time to review the legalities involved. The items regarding the on-call policy and the uniform policy were tabled at this time. The change requested first was to make the "General Information" section of the Health Coverage to be "60 days from date of employment" instead of "at date of hire" which it currently stated and was in conflict with the previous section regarding health and dental benefits. Also, the Dental Coverage language was changed from "12 months from date of hire" to "60 days from date of hire" in conjunction with the Health Benefits. **Motion was made by Mr. Connors to amend the Policy and Procedure Manual for Health and Dental benefits to be effective after 60 days of continuous employment. Motion was seconded by Mary Beth Hynes.** At this time, Mr. King stated he was not in favor of this motion. He indicated that he felt it should be date of hire instead of the 60 day wait period. Discussion ensued regarding the historical facts regarding the health benefits policy. **Mr. Connors withdrew his motion at this time pending further review of the change by the Director and Special Counsel.**

The next resolution was to **readopt the 2012 minute book as the official minute book and ratifying all prior motions and resolutions, however they be labeled. Mr. Connors made a motion to waive the reading of the long form resolution. Ms. Daly seconded the motion. Resolution was adopted unanimously. (Resolution 2012-12)**

At this time, Vice Chairperson Daly introduced Mark Fobare of Monolith Solar for a brief presentation on their solar energy products. Mr. Fobare spoke regarding the benefits of a solar energy installation at the Water Plant and the cost savings associated with same. He indicated that this was not a sale of his product, but an installation that his company would own and manage. They would essentially be another utility company for the Authority. Mr. Hernandez inquired what the projected savings would be to the Authority. Mr. Fobare indicated it would be approximately \$6,000 annually. Mr. Hernandez then inquired about the federal program deadline of September 15th. Mr. Fobare indicated that the investment tax credits would expire on that date and that going forward he was uncertain how his company would offer the installation. Ms. Hynes asked if the total consumption of energy needs would be supplied by the solar energy panels. Mr. Fobare indicated that it would not. Ms. Hynes then asked if we could use both systems for energy

supply. Mr. Fobare indicated that was correct. Mr. Hernandez inquired about plans for the installation ahead of time for his review. Mr. Fobare responded in the affirmative and reviewed the booklets of previous installations he presented to the Board for their review. At this time, Ms. Daly asked that Mr. Fobare conclude his presentation and stated that in the best interests of the Board, she would like him to leave his materials for further review by the Board. Mr. Fobare thanked the Board at that time and stated he would be in contact in the near future for the Board's position on the solar energy program.

The next meeting of the SCWA Board of Directors was scheduled for Thursday, September 27, 2012 at 2:45 p.m. Ms. Daly stated she would not be able to attend that meeting and asked that it be confirmed with the Chairman that he could direct that meeting.

The Governance Committee scheduled their next meeting for Thursday, September 27, 2012 at 2:00 p.m. Members of the committee are Mr. Johnson, Mr. King and Mr. Lawler, and Mr. Wait.

At that time, motion was made by Mr. Connors to adjourn and seconded by Mr. Johnson. The Board unanimously resolved to adjourn the meeting at 3:20 p.m.

Respectfully Submitted,

Carol A. Alden, Confidential Secretary