

# CLIFTON PARK WATER AUTHORITY

## BOARD MEETING MINUTES

June 17, 2026

Those present were: Mr. John Ryan, Vice Chairman; Mr. William Butler, Treasurer; Mr. Peter Taubkin, Board Secretary; Mr. Kenneth Bowman Board Member; Mr. Chris Wheland, Administrator; Mr. James Trainor, Attorney. Absent: Mr. Gerstenberger.

Mr. Ryan called the meeting to order at 7:08pm.

### Pledge of Allegiance

### Approve Minutes of May 6, 2026 Meeting

Mr. Bowman made a **motion** to approve the May 6, 2026, board meeting minutes; seconded by Mr. Taubkin. The **motion** carried 4-0.

### Privilege of the Floor

None

### Old Business

#### Peacock Glen Property

DEC's wetlands regulations changed following a lawsuit, our property is no longer subject to stormwater restrictions, allowing for subdivision into 2-3 lots instead of one large wetland area.

#### Vertical Bridge

Mr. Wheland discussed Vertical Bridge's proposal to add more tenants to their existing tower at Boyack and install another monopole at another tank location, but he rejected their offer due to concerns about timing and security risks. The Board agreed that they would not entertain discussions about the new location until the Boyack situation is resolved, and any construction would require town approval.

#### Daupler Presentation

Mr. Wheland mentioned his plans to research comparable companies to Daupler while at an upcoming conference to ensure they are getting the best value for their needs.

### New Business

#### Yard Hydrant Policy

Mr. Wheland discussed the yard hydrant policy, explaining that residents are requesting multiple hydrants at entrances and many devices have automatic timers, which goes against the original intent of the system. A revised policy was presented that includes restrictions, including prohibiting automatic watering devices and setting a \$100 annual fee, while grandfathering existing installations without automatic attachments. The Parks and Rec Department will handle enforcement through their contacts with homeowner associations, with Dan Clemens coordinating the notification and removal of non-compliant devices.

**Resolution #18, 2026**  
**Yard Hydrant Policy**

**Whereas**, the Clifton Park Water Authority wishes to amend the Yard Hydrant Policy,

**Whereas**, Yard Hydrants are meant to allow for watering of flower beds at entrances for developments off of main roadways,

**Whereas**, Yard Hydrants are being requested to be installed at multiple locations within a development and are being used with automatic watering devices, **now, therefore be it**

**Resolved**, that the Clifton Park Water Authority Board of Directors hereby amends the Yard Hydrant policy to allow for one hydrant per development and prohibit the use of automatic on/off devices to be used on a yard hydrant.

Motion to Accept: Mr. Butler                      Seconded: Mr. Bowman

Roll Call Vote:

|                   | <u>Ayes</u>  | <u>Noes</u> |
|-------------------|--------------|-------------|
| Mr. Gerstenberger | ___          | Absent      |
| Mr. Ryan          | <u>  X  </u> | ___         |
| Mr. Taubkin       | <u>  X  </u> | ___         |
| Mr. Butler        | <u>  X  </u> | ___         |
| Mr. Bowman        | <u>  X  </u> | ___         |

**Website**

Mr. Wheland presented plans to update the current outdated system, which is over 15 years old, to a more user-friendly and mobile-friendly format. The new design would feature important water service alerts prominently at the top and allow easier content management. Questions were raised about ADA compliance requirements for the new website, which Mr. Wheland agreed to investigate further.

**Billing Software Update**

Mr. Wheland provided an update on the transition to the new cloud-based billing software system, Edmunds GovTech, which went live on June 16<sup>th</sup>. The office staff is experiencing some challenges with adapting to the new format and processes with the new system, including issues with credit card payments.

**OPEB Trust**

The meeting focused on exploring the possibility of setting up a trust fund for retiree health insurance benefits. Mr. Wheland explained that while it is possible to establish such a trust, the initial cost estimate from a law firm that can handle this is \$25,000-35,000 plus a \$15,000 retainer. This requires further evaluation to determine if the benefits justify the expense. The group discussed alternative approaches including using an HSA account or exploring cost-effective options through peer consultation.

Executive Session

NONE

Privilege of the Floor

None

## Motion to Adjourn

Mr. Butler made a **motion** to adjourn at 8:10pm; seconded by Mr. Ryan. The **motion** carried 4-0.



## **Yard Hydrant Policy**

Established Oct 2024

Revised June 2026

Yard hydrants are free standing apparatus that allow for a garden hose connection. Yard hydrants are at the entrance to developments to allow for water access to maintain entrance flowers. At no time should a yard hydrant have an automatic water device attached to it, or should it be left on unattended, this is considered a violation. If an automatic water device or other apparatus is observed it will be removed with a warning issued the 1<sup>st</sup> offense, repeated offenses will incur fines of \$100 increments.

New yard hydrant installations will be subject to a tap fee according to the size tap required, and a commercial service connection fee as set forth in the CPWA Fee Schedule. Any new installations of a yard hydrant will be required to submit an application for service. Only one yard hydrant is allowed per development and will be placed at the main entrance and located within proximity to the water main.

The cost of the yard hydrant, tap and service connection fee will be the responsibility of the Homeowners Association or Park District requesting the installation. All Park District water accounts with CPWA are paid by the Town of Clifton Park.

The Water Authority will purchase and install the yard hydrant once all fees are paid and the yard hydrant is in stock. The Water Authority will purchase a yard hydrant that is appropriate for cold climates.

Repairs or replacements of existing yard hydrants are at the expense of the HOA and/or Park District, and the cost will be billed appropriately. Yard hydrants that break or freeze will be turned off by the Water Authority and the off/on fees will be applied to the HOA or Park District's yard hydrant water account. If excess water usage is observed, a fee of \$100 will be charged to the account.

It is the responsibility of the HOA, Park District or its representative to schedule the yard hydrant to be turned on or off. An on/off fee will be charged as set in the CPWA Fee Schedule, the on/off fee will be posted to the yard hydrant account automatically after the Water Authority turns it on/off.