CLIFTON PARK WATER AUTHORITY

BOARD MEETING MINUTES

September 24, 2025

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

Mr. Gerstenberger called the meeting to order at 7:05pm.

Pledge of Allegiance

Approve Minutes of July 16, 2025 Meeting

Mr. Gerstenberger made a **motion** to approve the July 16, 2025 board meeting minutes; seconded by Mr. Taubkin. The **motion** carried 3-0. Mr. Ryan and Mr. Butler Abstained (Absent for the July meeting)

Privilege of the Floor

No members of the public present.

Old Business

Peacock Glen Property

DEC had classified it as jurisdictional wetlands, and Chris is awaiting feedback from the town's SWMP manager regarding wetland preservation requirements.

Transfers and Capital Plan Update

Mr. Wheland discussed the adjustments made to the budget line items. He presented the board with Exhibit A, Budget Transfer Spreadsheet, reallocating funds including a new hire to the Water Authority. He also stated the security gate at the Boyack Water Treatment plant has been installed under the capital plan.

RESOLUTION #19, 2025 – AMEND THE CPWA 2025 OPERATING BUDGET

WHEREAS, the Clifton Park Water Authority wishes to amend the 2025 Operating Budget,

WHEREAS, the current budget is proposed and passed in the fall of the previous year based on best knowledge of upcoming expenses,

WHEREAS, the budget often requires adjustment based on changes in costs and needs for the Authority, **now, therefore be it**

RESOLVED, that the Clifton Park Water Authority Board of Directors hereby amends the 2025 Operating and Capital Budget as stated in Exhibit A.

Motion to Accept: Mr. Gerstenberger **Seconded:** Mr. Ryan

Roll Call Vote:

Mr. Gerstenberger	- Aye
Mr. Ryan	- Aye
Mr. Taubkin	- Aye
Mr. Butler	- Aye
Mr. Bowman	- Aye

Smart Water Leak Detection Technologies

Chris shared insights from a Smart Water Summit in Florida, highlighting new technologies for condition assessment and leak detection in water pipes. These technologies can identify bad sections of pipe rather than requiring complete replacement, potentially saving infrastructure replacement costs. The team discussed applying this technology to problem areas like Rexford, where leaks have been a concern. Chris noted that the system-wide water loss is about 13-15%, with flushing accounting for 10% of losses, and the group agreed to further analyze the cost implications of water loss and potential savings from leak detection technologies.

2026 Budget Review

The meeting focused on reviewing the 2026 budget and capital plan. Chris presented the proposed budget, highlighting key changes including a salary for a new employee of $64,000, increased education funding, and necessary repairs at the plant. The group discussed concerns about rising bank fees, with Chris noting that while investment returns have increased, the bank charges have more than tripled. They agreed to review the banking relationship periodically.

Capital Plan Review

The capital plan was also reviewed, with updates on various infrastructure projects including meter replacements, fire hydrants, and SCADA system upgrades. Chris emphasized the importance of planned maintenance to the office building to avoid costly emergency repairs in the future.

The team discussed plans to build a new shop facility on Kinns Road, which would be larger than the current facility and better suited for equipment storage. They reviewed the financial implications of the move, including the maturity of existing bonds and potential freed-up funds for reinvestment. The group also addressed security concerns for all facilities, emphasizing the need to establish standardized physical security measures similar to those in place for cybersecurity. They agreed to prioritize upgrading security at the Boyack site and to develop a comprehensive security standard for all facilities.

Chris discussed several maintenance and equipment needs for the organization including plans for roof repairs, and replacing an aging excavator, with a focus on finding the right size and condition rather than just the lowest cost. Finally, he proposed acquiring a utility truck with specialized features for better on-site response capabilities, noting that state contract pricing would be used for pricing.

Fire Hydrant Safety Protocol Review

The board discussed a recent fire incident where fire trucks were unable to access water for 35 minutes due to a hydrant being on a private well system instead of the public water supply. They identified apartment complexes, including London Square and Clifton Court, have hydrants that are not connected to the public water system, posing a safety risk. The board agreed to work with the fire marshal to mandate that all apartment complexes connect to the public water system and implement a certification program for hydrants. They also discussed the need for better communication between the water authority and fire departments, as well as the potential for requiring different colored hydrants to indicate private well systems.

Infrastructure and Development Project Updates

The meeting covered several operational updates and ongoing projects. Chris discussed infrastructure concerns and the importance of due diligence when connecting to water systems. They reviewed progress on waterline replacement projects and easement negotiations with National Grid. Updates were provided on construction projects in Northwood and Ballston, including a new connection to Northwood water and ongoing development plans in the Town of Ballston. The conversation ended with a discussion about drainage issues and potential improvements to a wetland area in front of the CPWA office.

Budget Review and Stipend Discussion

The board discussed the budget presentation, with a request to review wages and benefits, particularly the 10.8% increase in wages over 2024. Mr. Ryan suggested revisiting Helmut’s stipend level, noting his significant time commitment. Chris will prepare a revision for the October board meeting. The board also acknowledged Helmut’s role in the successful Glenville water purchase negotiation, which helped improve their water capacity position.

EXECUTIVE SESSION

Mr. Gerstenberger made a **motion** to move into executive session at 8:30pm to discuss Vertical Bridge Negotiation; seconded by Mr. Ryan. The **motion** carried 5-0.

Mr. Gerstenberger made a **motion** to move out of executive session at 8:45pm; seconded by Mr. Butler. The **motion** carried 5-0.

<u>The next meeting is scheduled for October 15th.</u>

Mr. Gerstenberger made a **motion** to adjourn the meeting at 9:02pm; seconded by Mr. Bowman. The **motion** carried 5-0.