

Meeting of the Village Water and Sewer Commissioners

Monday, June 24th, 2013

43 S Main Street, Main Street Fire Station

Present: P.H. Flanders, M. Alberghini, C. Parks, Commissioners; W. Shepeluk, Municipal Manager; Alec Tuscany, Public Works Director; Bill Woodruff, Staff; Courtney Nelson, Staff

Public: Lefty Sayah

Flanders called the joint meeting of the Water and Sewer Commissioners and Village Trustees to order at 4:30pm.

APPROVAL OF MINUTES:

Parks moved to approve the minutes of the May 20th meeting. Alberghini seconded the motion, and a vote was held. The motion passed unanimously.

UPDATE ON SWEET WELL FIELD PROPOSED SOLAR PROJECT:

Flanders discussed the current status of the Sweet Well Field Solar project and the proposed agreement with Green Lantern. Flanders would like to incorporate Tuscany's comments, especially those that pertain to well field protection, into the agreement before moving forward. Tuscany reported that we have also received input from two attorneys, and that all of the comments we have received so far should be collaborated and included into the next draft. Parks expressed concern with the proposed placement of the inverter station and asked if it could be moved outside of the well field, will need to check with Green Lantern about specifics. Tuscany suggested that we hire legal representation to review and incorporate all comments and combine them into a legal document for proposal to Green Lantern. Flanders would like to hold a joint informational meeting of the Village Trustees and Water and Sewer Commissioners on Wednesday, July 10th to inform adjoining property owners and neighbors of the proposed construction at Sweet's field. Shepeluk suggested that no legal consultation be sought until after the meeting, to avoid unnecessary costs if it were to appear that the project was not in favor of the neighboring property owners. Parks suggested that either the Zoning or Planning administrator be present at the meeting to help adjoining land owners understand any zoning regulations or issues that would surround this project. Flanders also suggested that Green Lantern be invited to present a thorough project proposal to all neighbors that attend. **By unanimous consent, the board agreed to hold a joint informational meeting of the Village Trustees and Water and Sewer Commissioners on Wednesday, July 10th to discuss the proposed project contract and address any questions or concerns from adjoining land owners.**

FOLLOW UP WITH D-M FD#1 SOP:

The board reviewed the second draft of the proposed Standard Operating Procedures with the Duxbury-Moretown Fire District #1. Corrections had been made based on the input of the D-M FD #1 Prudential Committee at the May 20th meeting. **Alberghini moved to sign the amended draft of the Standard Operating Procedures between the Village of Waterbury and the Duxbury-Moretown Fire District #1 Prudential Committee dated June 24th, 2013, and submit to the D-M FD #1.** Parks seconded the motion. A vote was held and passed unanimously. All commissioners signed the agreement. Nelson to follow up and provide a copy to the D-M FD #1.

STATE OF VT NEGOTIATIONS:

A brief discussion of the current negotiations between the Village of Waterbury and State of VT was held. It was decided that nothing further will be agreed upon in writing until after the bond vote has been completed on June 27th.

REVISED SEWER ORDINANCE:

Tuscany has been in contact with Peter Krolczyk, wastewater Superintendent and has had several discussions about sewer ordinance revisions. Tuscany will have a final draft ready for submittal by the July 22nd meeting.

RATE STRUCTURE REVIEW:

Tuscany has made some initial estimate on rate structure revision. He has looked at predicted increases in expenses and revenues and projections are on par with what was initially expected. He will continue work on revising all water and sewer rates.

PHOSPHOROUS UPGRADE REPORT

Meeting of the Village Water and Sewer Commissioners

Monday, June 24th, 2013

43 S Main Street, Main Street Fire Station

Tuscany gave a status report for the WWTP Phosphorous Upgrade Project. 90% review meeting has been completed, and we are on schedule to go to bid in September 2013. Project is continuing as previously discussed.

POSTMARK POLICY:

The select board voted to change to postmark policy on property tax bills on May 28th, 2013. **Parks moved to remove the postmark policy from water and sewer bills and require that payment be received in-hand before close of business on or before the due date. If the due date falls on a weekend or holiday, payment must be received on the following business day. Alberghini seconded the motion, a vote was held, and the motion passed unanimously.**

PUBLIC WORKS MONTHLY REPORTS:

Woodruff discussed the monthly progress report for the water department. The last required lead and copper test has been completed, with 40 out of 40 samples testing below the action limits. One additional sample tested above the lead action limit. The property has since been tested twice, once with a flushed sample, and both samples have come back below the action limit. Another round of 40 samples will be taken later this fall.

Tuscany continued to discuss public works items from the last month. He presented a proposal from Fuss and O'Neill to do a preliminary engineering study for a in-line hydro-electric power study for the three PRV locations in the Village water system. Alberghini moved to authorize the staff to submit a proposal to ANR Water Supply division to investigate in-line hydro-electric power and to apply for grants as available. Parks seconded the motion. A vote was held, and the motion passed unanimously.

OTHER ITEMS:

Nelson revisited changes that were made to the base units for the Squire House. Tuscany had recommended that the base units be reduced from 7 to 6; however the property is only allocated for 5 units at this time. By consent, the Commissioners agreed not to increase the base units and to leave the current allocations at 5 base units each of water and sewer.

There being no further business, the meeting of both boards was adjourned at 6:45pm.

ACTION ITEMS:

Alec to collect comments on proposed solar agreement and provide to Bill.

Alec to follow up with sewer ordinance revisions.

Respectfully submitted,
Courtney Nelson, Utilities Billing Clerk

Approved by: _____ Date: _____