

Waterbury Village Water and Sewer Commissioners
September 12, 2016
4:30 pm, 556 Barnes Hill Rd - Water Treatment Plant
Minutes

Present: P. H. Flanders, C. Parks, R. Finucane, Commissioners; W. Shepeluk, Municipal Manager; B. Woodruff, S. Guyette, M. Hunt, A. Tuscany, Staff

Flanders called the meeting to order at 4:30pm.

APPROVE AGENDA: Agenda approved as written.

Guyette provided a tour of operations of the facility.

REVIEW OF INFO ON UPDATE OF WATER SYSTEM: Woodruff addressed the various items described in the water system update (attached).

- Total water usage since 2011 seems to have decreased slightly (based on 2010-2011 and 2015-2016 measurements).
- Average quarterly flows for DMFD were discussed for the time period of 2015-2016.
- Current permit capacity of Waterbury Village Water System is 504,000 gpd.
- Woodruff distributed a list of new connections since 2011, 19 new connections with 21 meters added for Waterbury Village/Town, 2 new connections with 25 total meters for DMFD #1.
- Woodruff has started research to measure water that is produced but not billed. So far, two quarters in 2016 have been measured, and approximately 80% of produced water was billed. Factors have been identified (such as mobile homes, unmetered accounts, etc...) that will also affect this ratio. Staff will continue to monitor and will continue to provide data on a quarterly basis.
- The last source protection plan occurred in August 2014, next is due in 2017.
- There are 660 connections in the Village, 278 connections in the town, 161 connections in the Town but not on the former Luce system, 117 connections in the Town on the former Luce system, and 124 connections on the DMFD system.
- Shepeluk provided an update on current debts affecting the water and sewer departments. Handouts were provided detailing the current notes, bonds, and various refinancing that has occurred.

UPDATE ON BOUNDARY LINE DISPUTE: Woodruff provided an update on the boundary line dispute affecting the Water department's land in Stowe. The proposed line (based on the surveys done by property owner) would add roughly 1 acre to Village property. **Finucane moved to agree to the recommendation of the Public Works Director and to accept the proposed property changes to include a straight line between points 25 and 26, if the seller agrees to pay all associated fees to transfer the additional land to the Village property. Parks seconded the motion, and the motion passed unanimously.**

UPDATE OF PROJECTS: No action has been taken regarding adjusted rates for the cemetery accounts. Staff will continue to develop a quarterly flat fee to implement in place of the existing charges. Woodruff provided a brief update on the Inline Micro-Hydro project, various options for payment/net metering are being explored, and no action has been taken yet. Shepeluk recommended that the most beneficial option would be to utilize an option where the Village is paid for generated power vs. use of net metering. **By consent, the board authorized the staff to collect data and produce a final recommendation to present at the October 24 meeting.** Tree replanting at the solar array has been placed on hold for the moment, Shepeluk will revisit with the associated parties to discuss timing of the planting.

DISCUSSION OF RESERVE CAPACITY AT WWTP: Tuscany provided an update on the WWTP. CoMag will be visiting the site later this month to perform various testing, including BOD loading and capacity. Tuscany recommends that the issue be revisited after the testing is completed.

MONTHLY REPORTS: The monthly reports for Water and Public Works were distributed and reviewed. A report for the Wastewater department was not available this month. No action taken.

MINUTES: Finucane moved to approve the minutes of the June 27, 2016 meeting. Flanders seconded the motion, and with all votes in favor, the motion passed.

There being no further business, the meeting was unanimously adjourned at 7:00pm.

The next regular meeting is scheduled for Monday, October 24 at the Waterbury Municipal Center.

Respectfully submitted,

Courtney Nelson, Secretary

Approved:



Date:

