

Waterbury Village Water and Sewer Commissioners
January 24, 2017
4:30 pm, 28 N Main Street – Steele Community Room
Minutes

Present: P. H. Flanders, C. Parks, R. Finucane, Commissioners; W. Shepeluk, Municipal Manager, B. Woodruff, PWD, Staff

Public: Anne Imhoff, Albert Caron, Robert & Kathi Grace, Lovell Beaulieu

Flanders called meeting to order at 4:30pm

APPROVE AGENDA: Agenda approved as written

Anne Imhoff: The sewer line servicing Parker Court is failing and needs repair. February 2016 Ann hired Roto-Rooter, they were able to clear 75' of the line 75' and her service was restored. January 2017 Roto-Rooter was called back to her home for another blockage. The camera images show sagging in the sewer line. A discussion followed involving the age and quality of the line. The commissioner's request B. Woodruff and A. Tuscany propose a cost to improve the service line leading into Parker Court and the placement of a new sewer manhole on Parker Court. The 4 homeowners will then be responsible for their personal hook up to the manhole. An easement on A. Caron's property will be needed, discussion of hook up for A. Caron followed. **R. Finucane moved to have the needed repair performed. C. Parks seconded the motion, a vote was held, and passed unanimously.**

2017 Water & Sewer Budgets: W. Shepeluk provided an overview on the 2016 spending and 2017 budgets. The Sewer Department is operating in a deficit. A ten percent rate increase is being considered at a future meeting. As meters are being read now, the earliest an increase can take place will be the second quarter billing period. The six lines highlighted in green toward the bottom of the page total to \$156,000 rounding that up by \$4,000 to \$160,000, which is the amount recommend voters authorize for borrowing for the department. The \$136,000 of borrowing in the water department will fund the main replacement on the Crossroad. At village meeting we may consider adding \$75,000 to the borrowing request, if necessary, to cover a share of the micro-hydro project. At this time the commissioner's would like to have the administrative fees the departments pay to the Town paid solely by the Water Department – there's more water customers and the calculation of a water bill is much more involved than a sewer bill. See attached memo from W. Shepeluk. **R. Finucane moved to have the water department pay all necessary administrative fees to the Town. C. Parks seconded the motion, a vote was held, and passed unanimously.**

C. Parks moved to approve the Water budget for \$1,272,060 and Sewer budget for \$969,390 as presented with the above mentioned amendment to the administrative fees. R. Finucane seconded the motion, a vote was held, and passed unanimously.

Robert & Kathi Grace: Sewer lines servicing 3 homes located on South Main Street all owned by the Graces are experiencing problems with tree roots obstructing the lines. Roto-Rooter has had to come 11

times since 2007 and 4 times alone in the last year for a grand total of \$2,205. W. Shepeluk spoke regarding the current ordinance and homeowner / Village responsibilities. The trees near the property presumed to be causing the problem are owned by the Village of Waterbury and exist in the right of way. P. Flanders asked if the lines are scheduled to be replaced during the Main Street Reconstruction and they are. **C. Parks moved to reimburse half of the accumulated expense and pay for yearly maintenance beginning in the Fall of 2017 until such time the sewer lines are replaced. R. Finucane seconded the motion, a vote was held, and passed unanimously.** R. & K. Grace have been asked to notify the Village when the work needs to be performed and the Village will arrange with a contractor of Village choice to perform the maintenance.

Sewer Ordinance: The Sewer and Water ordinances are out of date. P. Krolczyk has made mention of this in his monthly report. C. Parks agrees and has offered to assist in updating the Water Ordinance; B. Woodruff PWD accepted her offer. The commissioners would like to have P. Krolczyk attend a future meeting to discuss changes he would like to the Sewer Ordinance in more detail. They would also like a summary on the FOG (fats, oils, grease) issue the sewer department is experiencing.

Update on Village meeting article: P. Flanders provided R. Finucane and C. Parks with an overview of a possible charter change the Village Trustees are discussing. These changes are not confirmed at this time. See Trustee minutes for more details.

Monthly Reports: The monthly reports were discussed and reviewed. B. Woodruff mentions in his report Maple Common (Waterbury Common) - Homeowners have requested to speak to the Commissioners and discuss the Sewer lines, this will be scheduled in February, K. King to confirm a time.

Minutes: C. Parks would like to more clearly define the Feasibility Study in the previous minutes to say "Sewer Expansion Feasibility Study". **C. Parks moved to approve the minutes of the December 19, 2016 with noted revision. R. Finucane seconded the motion, and with both votes in favor, the motion passed.**

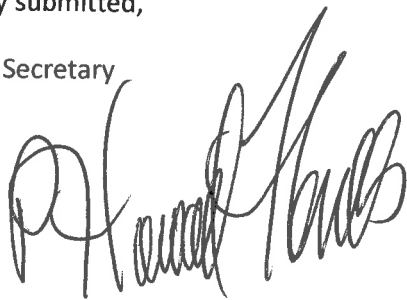
There being no further business, the meeting was unanimously adjourned at 6:35pm.

The next regular meeting is scheduled for Monday February 27th, 2017 at the Waterbury Municipal Center.

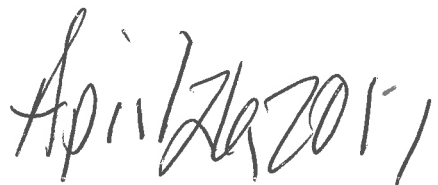
Respectfully submitted,

Karen King, Secretary

Approved:



Date:



To: Water-Sewer Commissioners
From: W. Shepeluk, Municipal Manager
Date: January 23, 2017



Re: 2017 Water-Sewer Budgets

Spending for the water and sewer budgets in 2016 was below budget in both departments. The water department spent about \$244,000 less than budgeted and the sewer department spending was about \$153,000 under budget. The water department took in about \$61,000 more in revenue than budgeted, but the sewer department was under budget by about \$15,000.

In the water department more than \$150,000 of underspending resulted from the postponement of the water main replacement on Crossroad. Another \$25,500 of underspending was the result of a bond refunding initiated through the Vermont Bond Bank.

In the sewer department, significant underspending occurred in many lines. About \$113,000 was saved on a combination of four lines, not necessarily related: engineering, phosphorus project, plant upgrade and grounds maintenance. Another \$25,000 did not get set aside to build a reserve for future lagoon clean outs and I did not budget for that this year, given the deficit of revenues vs expenditures.

There were some lines that were overspent, as well, particularly in the sewer department—plant and process maintenance and emergency collection system repairs. There was little, if any significant overspending in the water department.

Looking ahead to 2017 the line items of major interest in the water department are these:

Water Main Maintenance-Distribution System: \$280,000-- Replace <500 ft. of main on Crossroad, about \$130,000, discuss potential impact to B& J's. About \$135,000 for design & installation of micro-hydro at Guptil Rd vault. \$15,000 misc. repairs.

Engineering: \$30,000, for above

Training: \$2,000 Scott & Woody to relicensing, Matt-cross train for sewer

Pick up Truck: \$30,000 net after trade/sale of present truck

Pay issues: Discuss increases

Revenues: \$60,000, special project income GMP for hydro; Water Operations, Dux-Mortown already paid \$34,800 for prior allocation fees not paid.

Looking ahead to 2017 the line items of major interest in the sewer department are these:

Aeration System: \$50,000- 8 new motors & pontoons plus installation; 19,200
 \$5,000 misc. repairs
 \$25,000 contractor to repair/replace "cable runs" Save wear & tear on ees

Collect. System Emg: \$20,000 –Imhoff, about \$15,000- Pete expects 3/yr wanted \$45,000

Revenue: \$152,341 lower than expenses even with 10% rate increase and borrowing.

Water Department

	Budget 2016	Actual 2016	Budget 2017
Revenues			
21-6-00-2-001.00 FROM SEWER DEPT	49,300	49,300.00	29,855
21-6-00-2-002.00 FROM TOWN HYW DEPT	70,000	63,095.00	75,750
21-6-00-2-003.00 GAS TAX REFUND	500	580.73	500
21-6-00-2-020.01 STATE GRANT	-	-	-
21-6-00-3-001.00 WATER RENT BILLING	825,000	826,853.75	825,000
21-6-00-3-001.01 LABOR/EQUIPMENT/MATERIALS	5,000	2,812.17	1,500
21-6-00-3-002.00 WATER RENT INTEREST	5,000	4,359.67	4,000
21-6-00-3-003.00 WATER PENALTY	4,000	3,030.55	2,900
21-6-00-7-001.00 WATER OPERATIONS REVENUE	10,000	22,163.26	45,000
21-6-00-7-002.00 SALES of ASSETS/EQUIPMENT	-	-	-
21-6-00-8-003.00 LOAN PROCEEDS	-	11,300.00	150,000
21-6-00-9-001.00 INTEREST	25,000	36,787.12	25,000
21-6-00-9-001.01 SECURITIES GAINS/LOSS	-	34,800.06	-
21-6-00-9-003.00 SPECIAL PROJECT INCOME	-	-	60,000
21-6-00-9-021.01 INSURANCE PROCEEDS	-	-	-
21-6-00-9-099.00 WATER MISC INCOME	-	-	-
	993,800	1,055,082.31	1,219,505
Expenditures			
21-7-31-1-110.00 WR-Regular Pay	198,500	197,154.19	205,000
21-7-31-1-115.00 WR-Commissioners Pay	1,500	1,500.00	1,800
21-7-31-1-120.00 WR-Part-time Pay	5,000	3,022.24	5,000
21-7-31-1-210.00 WR-Ins-Health	27,815	27,709.56	37,790
21-7-31-1-210.02 WR-Life, Disability LTC I	2,100	1,830.67	2,000
21-7-31-1-220.00 WR-Ins-Social Sec	15,680	15,573.58	16,205
21-7-31-1-230.00 WR-Retirement	8,850	8,710.92	9,380
21-7-31-1-250.00 WR-Ins-unemployment	285	285.00	350
21-7-31-1-260.00 WR-Ins-workers Comp	7,655	7,242.00	13,210
21-7-31-1-290.00 WR-Clothing Allowance	2,000	1,251.56	2,000
21-7-31-2-330.00 WR-Engineering & Prof Ser	30,000	5,939.50	30,000
21-7-31-2-330.01 WR-Lab Testing	4,500	2,940.00	4,500
21-7-31-2-333.00 WR-Legal Fees	1,000	-	1,000
21-7-31-2-340.00 WR-Clerical Services	400	260.00	300
21-7-31-2-340.01 WR-Professional Ser-Other	12,000	2,104.56	5,000
21-7-31-2-431.00 WR-Equip & Instru.Main Pl	18,000	15,683.25	18,000
21-7-31-2-431.01 WR-Equip Maint-Blush Hill	5,000	88.54	5,000
21-7-31-2-431.02 WR-Equip Maint-Old Plant	1,500	-	500
21-7-31-2-431.03 WR-Equip Maint-Wells	6,000	66.10	8,500
21-7-31-2-431.04 WR-Equip Maint-Other	5,000	3,354.56	5,000
21-7-31-2-431.05 WR-Meter Repair & Replace	10,000	10,065.72	10,000
21-7-31-2-441.00 WR-Lease Cv Railroad	700	675.49	350
21-7-31-2-490.00 WR-Property Taxes	17,080	14,623.20	16,085
21-7-31-2-530.00 WR-Utilities-Tele/Interne	5,260	5,849.60	6,315
21-7-31-2-531.00 WR-Postage	1,750	1,746.18	1,800
21-7-31-2-535.00 WR-Public Relations & Edu	500	100.00	500
21-7-31-2-540.00 WR-Advertising	200	40.44	200
21-7-31-2-610.00 WR-Office Supplies	1,500	1,694.17	1,500
21-7-31-2-611.00 WR-Chemicals & Purificati	17,000	13,163.43	15,000
21-7-31-2-611.01 WR-Lab Chemicals	4,000	2,288.09	3,000
21-7-31-2-660.00 WR-State Fees	7,200	5,522.79	7,200
21-7-31-2-741.00 WR-Small Tools	2,500	1,053.98	2,500
21-7-31-3-424.00 WR-Grounds Maintenance	6,000	429.14	5,000
21-7-31-3-430.00 WR-Building Maintenance	7,500	7,283.87	7,500

21-7-31-3-622.00 WR-Utilities-Elect	25,500	26,126.80	26,910
21-7-31-3-623.00 WR-Propane-Heat/Generator	9,765	4,500.78	5,000
21-7-31-3-623.01 WR-Propane-Well/Generator	1,000	-	1,000
21-7-31-4-432.00 WR-Vehicle Maintenance	4,000	2,341.39	3,000
21-7-31-4-626.00 WR-Fuel-Gas	9,315	6,188.34	7,425
21-7-31-5-240.00 WR-Training	100	645.00	2,000
21-7-31-5-241.00 WR-Dues	1,000	775.00	1,000
21-7-31-5-310.00 WR-Admin Fee-Town	62,305	62,305.00	126,480
21-7-31-5-310.01 WR-Admin Fee-Village	-	-	-
21-7-31-5-460.00 WR-Water Main Maint-Sourc	7,000	2,940.27	1,000
21-7-31-5-460.01 WR-Water Main Maint-Distr	130,000	2,762.61	280,000
21-7-31-5-460.02 WR-Water Shed Management	1,000	84.36	1,000
21-7-31-5-460.03 WR-Dry Hydrants	-	-	-
21-7-31-5-580.00 WR-Mileage Reimb	1,500	818.64	800
21-7-31-6-520.00 WR-Ins-Building & Other	16,895	16,892.00	17,790
21-7-31-6-520.01 WR-Insurance-Deductible	-	-	-
21-7-31-6-830.00 WR-Bank Charges	-	-	-
21-7-31-6-990.00 WR-Unclassified	-	-	-
21-7-31-7-460.00 WR-Tank Repair	-	-	-
21-7-31-7-741.00 WR-New Equipment	3,000	1,437.67	1,500
21-7-31-7-741.01 WR-Pick-up #1	-	-	30,000
21-7-31-7-741.02 WR-Pick-up #2	-	-	-
21-7-31-7-741.03 WR-Pick-up #3	-	-	-
21-7-31-7-741.04 WR-ATV/Snowmobile/Trailer	-	-	-
21-7-31-7-741.05 WR-Backhoe	-	-	-
21-7-31-7-741.06 WR-Equip,Computers,Furnit	3,000	1,994.85	3,000
21-7-31-7-741.07 WR-Lawn Tractor	-	-	-
21-7-31-7-741.08 WR-Brush Mower	-	-	3,500
21-7-31-7-743.00 WR-Bldg Improvements	10,000	8,793.31	5,000
21-7-31-8-820.00 WR-Construction & Luce Bond	114,775	114,772.86	119,285
21-7-31-8-820.02 WR-Other Debt	75,665	78,961.06	72,720
21-7-31-8-830.00 WR-Interest Expenses	138,765	113,214.04	116,165
TOTAL EXPENDITURES	1,048,560	804,806.31	1,272,060
Revenues minus Expenditures	(54,760)	250,276.00	(52,555)

Sewer Department

	Budget 2016	Actual 2016	Budget 2017
Revenues			
22-6-00-2-002.00 FROM TOWN HYW DEPT	-	902.00	1,550
22-6-00-2-003.00 GAS TAX REFUND	900	247.35	200
22-6-00-2-020.00 Federal Grants	-	-	-
22-6-00-2-020.01 State Grants	-	-	-
22-6-00-2-020.02 SWR-STATE GRANT CDBG-DR	212,650	164,166.25	-
22-6-00-3-001.00 SEWER RENT BILLING	650,000	644,281.23	690,000
22-6-00-3-002.00 SEWER RENT INTEREST	3,500	2,949.38	3,000
22-6-00-3-003.00 SEWER PENALTY	3,500	2,234.00	2,500
22-6-00-7-001.00 SEWER OPERATIONS REVENUE	8,000	30,507.40	8,000
22-6-00-7-002.00 Sales of Assets/Equipment	-	1,200.00	-
22-6-00-8-003.00 LOAN PROCEEDS	350,000	350,000.00	160,000
22-6-00-8-003.01 SW-ANR Batchelder	-	-	-
22-6-00-8-003.02 SW-ANR Randall	-	-	-
22-6-00-9-001.00 INTEREST	-	754.82	-
22-6-00-9-001.01 SECURITIES GAINS/LOSS	-	1,900.12	-
22-6-00-9-003.00 SPECIAL PROJECT INCOME	-	8,950.00	-
22-6-00-9-021.01 INSURANCE PROCEEDS	-	4,695.92	-
22-6-00-9-099.00 SEWER MISC INCOME	-	470.00	-
	1,228,550	1,213,258.47	865,250
Expenditures			
22-7-32-1-110.00 SW-Regular Pay	103,000	100,081.48	105,000
22-7-32-1-115.00 SW-Commissioners Pay	1,500	1,500.00	1,800
22-7-32-1-120.00 SW-Part-Time Pay	5,000	1,836.26	3,000
22-7-32-1-210.00 SW-Ins-Medical	23,605	23,604.00	24,670
22-7-32-1-210.02 SW-Life Disability LTC I	1,470	1,183.96	1,550
22-7-32-1-220.00 SW-Social Sec	8,375	7,642.83	8,400
22-7-32-1-230.00 SW-Retirement	5,665	5,504.47	5,775
22-7-32-1-250.00 SW-Ins-unemployment	235	233.00	285
22-7-32-1-260.00 SW-Ins-Workers Comp	4,305	4,305.00	10,880
22-7-32-1-290.00 SW-Clothing Allowance	1,300	620.00	1,300
22-7-32-2-330.00 SW-Engineering	5,000	-	7,000
22-7-32-2-330.01 SW-Testing Services/lab	3,600	1,239.67	5,600
22-7-32-2-333.00 SW-Legal Fees	500	-	500
22-7-32-2-340.00 SW-Clerical Services	400	260.00	300
22-7-32-2-340.01 SW-Profess Service-Other	3,000	1,208.08	2,000
22-7-32-2-441.00 SW-Railroad Leases	600	0.00	350
22-7-32-2-450.00 SW-Contractors	-	-	-
22-7-32-2-530.00 SW-Utilities-Tele	3,300	2,995.67	3,085
22-7-32-2-531.00 SW-Postage	1,150	1,298.01	1,335
22-7-32-2-535.00 SW-Public Relations	250	-	200
22-7-32-2-610.00 SW-Office Supplies	1,000	1,307.74	1,200
22-7-32-2-611.00 SW-Chemicals	52,000	57,797.23	62,000
22-7-32-2-611.01 SW-Lab Supplies & Maint	10,000	9,452.02	7,500
22-7-32-2-660.00 SW-State Fees	2,000	1,530.00	2,000
22-7-32-3-411.00 SW-Water	4,000	10,260.36	9,500
22-7-32-3-424.00 SW-Grounds	10,500	936.58	15,700
22-7-32-3-430.00 SW-Building Maintenance	11,700	11,735.63	10,300
22-7-32-3-622.00 SW-Utilities-Elect/Solar	100,000	107,816.28	111,100
22-7-32-3-623.00 SW-Fuel-Propane	2,000	1,384.60	2,000
22-7-32-3-624.00 SW-Fuel-heat	8,000	4,199.39	4,540
22-7-32-3-624.01 SW-Fuel-Equip & Service	-	-	-

22-7-32-4-432.00 SW-Vehicle Maintenance	3,000	1,185.34	2,200
22-7-32-4-626.00 SW-Fuel-Gas	3,900	2,509.14	2,710
22-7-32-4-627.00 SW-Fuel-Diesel	500	572.51	620
22-7-32-5-240.00 SW-Tuition	-	-	-
22-7-32-5-241.00 SW-Dues	500	210.00	500
22-7-32-5-310.00 SW-Admin Service Fee-Town	62,300	62,300.00	-
22-7-32-5-310.01 SW-Admin Service Fees-Vil	-	-	-
22-7-32-5-310.02 SW-Admin Service Fee-Wate	49,300	49,300.00	29,855
22-7-32-5-320.00 SW-Training	1,000	144.00	600
22-7-32-5-431.00 SW-Plant & Process Maint	43,850	55,976.86	49,500
22-7-32-5-431.01 SW-Equipment Maintenance	2,000	752.42	2,000
22-7-32-5-460.00 SW-Collection Sys Maint	50,000	55,317.04	60,000
22-7-32-5-460.01 SW-Coll Sys Emerg Rpr/Rpl	-	16,739.75	20,000
22-7-32-6-520.00 SW-Ins-Prop & Gnral Libil	17,950	17,220.00	22,915
22-7-32-6-520.01 SW-Ins-Deductibles	-	-	-
22-7-32-6-830.00 SW-Bank Charges	-	-	-
22-7-32-6-990.00 SW-Unclassified	-	496.04	-
22-7-32-7-450.00 SW-Bldg Remodel/Upgrade	-	-	-
22-7-32-7-460.00 SW-Lagoon Cleanout	25,000	-	-
22-7-32-7-460.01 SW-Phosphorus Removal	-	-	-
22-7-32-7-460.02 SW-Stowe St Bridge #36 Ma	-	-	-
22-7-32-7-460.03 SW-School Main	-	-	-
22-7-32-7-460.04 SW-Main Pump Station & Fo	12,000	12,030.65	-
22-7-32-7-460.05 SW-Sewer Main Repair/Repl	51,000	18,308.20	20,000
22-7-32-7-460.06 SW-Aeration System	50,000	49,970.95	50,000
22-7-32-7-460.07 SW-Plant Upgrade	53,000	29,177.01	44,000
22-7-32-7-460.08 SW-Upgrade/Phosphorus Eng	165,000	92,329.45	4,400
22-7-32-7-460.09 SW-Parker CT	-	-	20,000
22-7-32-7-460.10 SW-Randall	-	-	-
22-7-32-7-460.65 SW Flood 8/28 Main Pump S	180,000	171,045.45	16,000
22-7-32-7-741.00 SW-New Equipment	11,000	10,109.00	6,000
22-7-32-7-742.00 SW-2007 Chevrolet Truck	-	-	-
22-7-32-7-743.00 SW-Bldg Fixtures	-	-	-
22-7-32-8-820.00 SW-Plant & Line Debt Serv	140,120	140,118.24	173,460
22-7-32-8-830.00 SW-Interest Expenses	33,835	30,021.19	35,760
TOTAL EXPENDITURES	1,328,710	1,175,765.50	969,390
Revenue minus Expenditures	(100,160)	37,492.97	(104,140)

Historical Information on the Grace Properties on South Main St. as of January 23, 2017

The frequency of the septic issues as well as the number of homes involved has increased over the last 16 months. Each time we have had the septic serviceman (Bruce Otis) measure the distance at which he hit the blockage which has always been caused by tree roots. Each time, it was a distance beyond our property line and most often to the center of the road. This has added an additional \$50/month to our water/sewer budget as detailed below.

The sewer lines on our section of South Main Street are clay tiles. When the summers are warm, the tree roots go deeper and deeper looking for water. When they find a crack in the tile, the roots climb in and continue to grow and eventually plug the line. Although we love the trees that the Village of Waterbury planted on the lawns of our three homes, they have contributed to this problem.

Other water/sewer users in the Village (Ex., Park Row) have already had their pipes replaced by the Village so they do not have this same expense. However, we pay the same quarterly sewer rate for sewer service yet our sewer pipes are substandard and will be until South Main Street is redone. It is like asking us to pay a car payment on a new car when we are actually driving a used car. We doubt that would be an acceptable business practice elsewhere.

We are hopeful to be reimbursed in some manner for the expenses we continue to incur each year and/or a reduction in our sewer rate that equals these annual maintenance expenses going forward.

Date	Check #	To Whom	Where?	Note:	Amt.	Math
August 28, 2007	#1921	MS Septic Services	144 So. Main	Tree Roots	\$205	
August, 2008	Unavailable	MS Septic Services	144 So. Main	Tree Roots	\$200	I was unable to locate the exact check numbers for these dates since they were deleted when I upgraded to the newest version of Quicken at that time.
August 2009	Unavailable	MS Septic Services	144 So. Main	Tree Roots	\$200	
August 2010	Unavailable	MS Septic Services	144 So. Main	Tree Roots	\$200	
August 2012	Unavailable	MS Septic Services	144 So. Main	Tree Roots	\$200	
August 2013	Unavailable	MS Septic Services	144 So. Main	Tree Roots	\$200	
August 2014	Unavailable	MS Septic Services	144 So. Main	Tree Roots	\$200	
Subtotal					\$1405	Over 7 years (84 months) or \$16.76/month Or \$201.12/yr.
These dollar amounts do not include the hours of clean up done by the Graces to include vacuuming sewage from the basements, cleaning and sanitizing the floors and furniture after the sewer backups.						
March 19, 2015	#3801	MS Septic Services	144 So. Main	Hit tree roots at 50 feet (center of road)	\$200	
Sept. 24, 2015	#3872	MS Septic Services	144 So. Main	Slow draining line- no notation as to distance on invoice	\$200	
Dec. 4, 2015	#3964	MS Septic Services	136 So. Main	Hit tree roots at 40 feet (center of road)	\$200	
July 9, 2016	#4069	MS Septic Services	134 So. Main	Hit tree root at 30 feet (center of road)	\$200	
Subtotal					\$800	Over 16 months Or \$50/month Or \$600/yr.
These dollar amounts do not include the hours of clean up done by the Graces to include vacuuming sewage from the basements, cleaning and sanitizing the floors and furniture after the sewer backups.						
Total:					\$2205	

Jan 23, 2017

MONTHLY Report December 2016

Items of Interest

Water Leak Stowe Street (Andrews)

Dam Cleanout

Hydro Data

Meet With EJP (re: Wells)

Gallagher Acres Taps

Cross Training Meeting

Assist Sewer Main Street

New LED Lighting at Plant

Chemical Deliveries

PCH-180 Polymer (8 Drums)

Maintenance

Regular

Scheduled Monthly Analyzer Maintenance

Water Sources Used

All Surface Sources

Sweet Field Wells

Summary

The month of December started out with a home owner on Stowe Street hitting their service line while excavating to repair their sewer line. We got their service line shut down and they repaired the damage. We then returned to restore service.

Heavy rain brought many leaves and significant debris into our dams. We cleaned them out and all is now working well.

We met and ordered three new meters for Sweet Field wells from EJP. They are due to arrive in January. We have a valve that is dripping at the wells which we are going to replace when we install the new meters.

There were two tap-ons in Gallagher Acres this month. While we typically would not approve tap-ons so late in the season due to frost and cold conditions potentially increasing risk of line breaks, these were authorized by the Town of Duxbury. We located several valves in the area and oversaw the tap-ons themselves.

The objective of installing hydro turbines saw some progress in December as well. We worked with engineers from Fuss & O'Neill to convert encrypted historical data from the SCADA system into a usable format to determine turbine parameters. This was challenging due to the encrypted nature of the data, complex nature of the methodology to perform the conversion, and the need for specific and outdated drivers. That being said, we were able to determine the process, and provide the firm with a year's worth of data for conversion.

The Water Plant was due for some lighting upgrades, which were carried out this month. In order to increase energy efficiency and modernize the lighting in the facility, we had LED bulbs installed in virtually all fixtures. We have submitted paperwork to recoup some of the cost through rebates from Efficiency Vermont, and expect them to be processed in January.

Finally, in association with Bill Shepluk, Bill Woodruff and the Wastewater Department, and in recognition of the benefits to the town and employees from both departments, we have begun cross training between the two. This process has begun with Matt and Brandon spending time every week working with the other department in order to familiarize themselves with the operations and processes. This will ultimately allow increased flexibility for off-hours coverage, facilitate emergency assistance between departments, and provide more long term coverage for each department in the event there is a staffing shortage at any point. Matt plans to begin taking the wastewater exam preparation class in January in order to further this objective.

The cross training began with a sort of trial by fire, when we assisted with a sewer backup issue on Main Street when the Wastewater employees were unavailable. Residents at a house in town experienced a backup, and we assisted in determining the source of the problem, and preparing for the excavation which was required to resolve the problem. This repair ultimately went smoothly, and the issue has now been resolved.

Flow Data

High Day
12/29/16

Low Day
12/25/16

Average Day

Peak
12/3/16

220474 gal

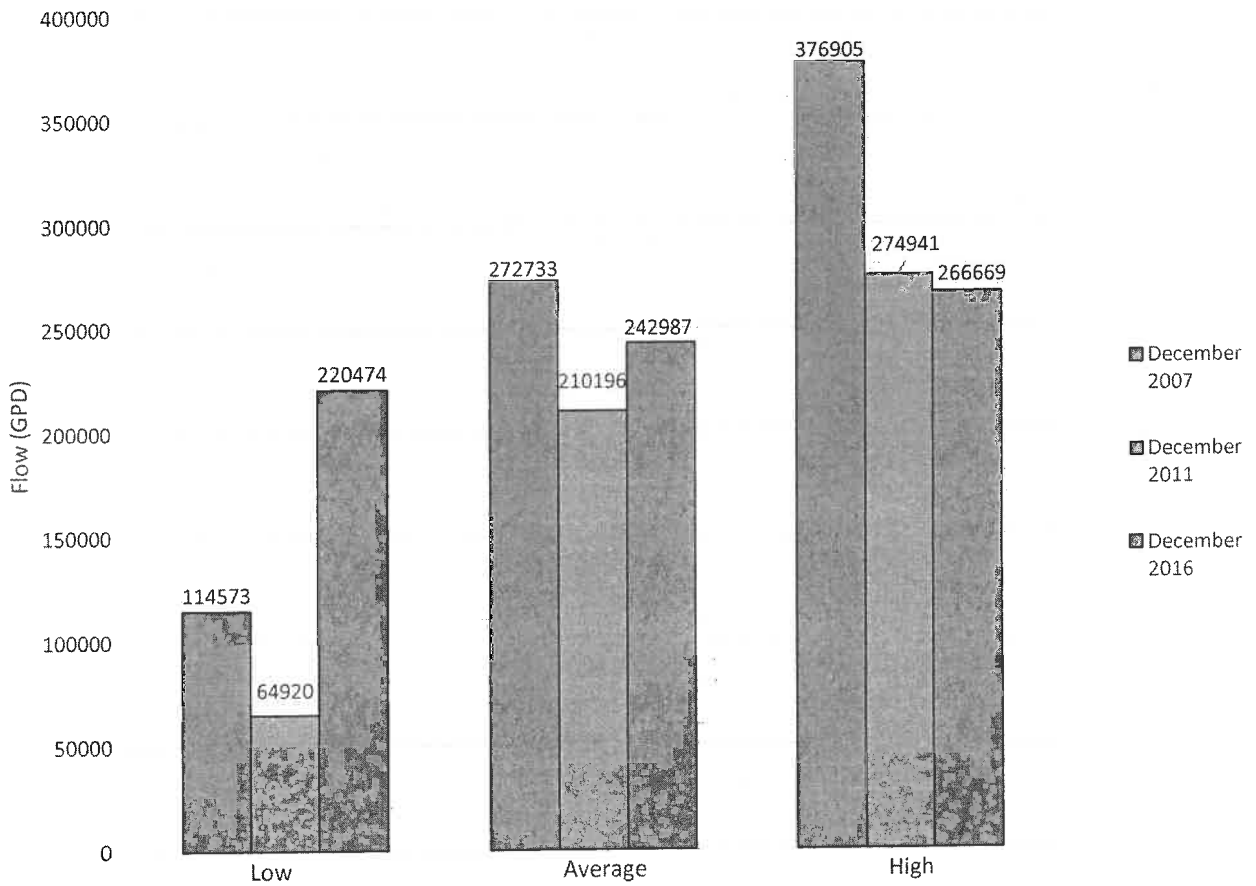
220474 gal

242987 gal

576 GPM

Notes:

Low, Average and High Flow (GPD) for December 2007, 2011 and 2016



- Data collected from electronic records dating back to 2007
- Low values are often significantly lower in December, as demonstrated above, due to valve maintenance and adjustments at the plant, Reservoir and Guptil/Laurel vaults. The result can be several days with low effluent flows due to reservoir level adjustment. These values do not reflect that a problem occurred in December of 2007 or 2011.

Wastewater Progress Report

January 2017

- **Process:**

- CoMag process continues to meet permit limits. Eff. NTU increasing slightly increased TP to 0.35
- Continue lagoon winter testing for organic capacity study data.
- Seepex sludge pump issue continues. Alec pursuing answers. Pump 2 stress tests did not reveal any significant problems.
- 2017 WWTP budget work continues.
- Flow totals

December

Influent: 4.70 MG, average 0.151 MGD

Effluent: 4.05 MG; process ran 10 days/month; avg. 0.405 MGD

- **Collection System:**

- New MPS pumps running well.
- 20 N. Main St. emergency repair completed January 5th. Separated dropped inlet in Main St. Cost \$11,700. Paving in spring approx. \$3,000. Need to budget for these old clay services in Main St. Cannot wait for the Main St. project for emergency repairs.
- Need to determine if Waterbury or the owner will install FOG (fats, oils, grease) inspection taps in restaurants. Many facility grease traps are undersized to meet present hydraulic loading and some owners have been alerted the FOG program will begin soon.
- Could the Sewer Commissioners establish a completion date for the updated Sewer Ordinance? This was put in electronic format nine years ago for this purpose but has yet to be done.

- **2017 Projects:**

- Organic Capacity Study, Phase II
- Sludge removal from WWTP to Casella Grasslands Chateaugay
- MPS Flood Door Refurbishing
- 2017 Collection system flushing, pump station cleaning, and TV work
- CoMag coagulation injection point and fish screen installation
- Lagoon Aerator, pontoon, cable upgrade
- Bay one enclosure project
- Man-hole repairs

Public Works Report

Waterbury, Vermont
January 2017

Water Update...

- Review Ashford Lane Water Plans for new construction
- Meet with water operators about goals for 2017
- Review of water/sewer bills for various customers
- Water utility locations with GMP
- Duxbury Allocations meet with J. Poitros settle up to date
- Budget work with Scott
- Micro Turbine meetings and planning
- Waterworks road discussions with PWD in Stowe
- Meet with A. Tuscany on projects for 2017

Update... Sewer

- Sewer ordinance review
- Hickory Sewer Line issues
- Parker Court sewer Issues
- Pump Station Flood Proofing
- Operator Cross Training
- Public records request Maple Commons

Other works...

Micro Hydro: Jeff McDonald, Deb Sachs, David Dunn and others have met and the application has been submitted to PSB. Design work is progressing and GMP has given us the \$ 60,000 grant money.

Main Street: Begin review of Main Street Water and Sewer plans

VOSHA results!

FOG talks with Pete

Coming down the pipe...

- Micro Hydro
- Reservoir Ashford Lane Water Line
- Meter testing?
- Crossroads Water line
- Main Street Preparations

