

Edward Farrar Utility District
March 17, 2022
Minutes
Hybrid meeting held in person and by Zoom

Present in the Steele Community Room: Commissions: P. Flanders, L. Sayah, N. Sherman; R. Finucane; Staff, W. Shepeluk, B. Woodruff, K. Petrovic; Public, J. Poitus, R. Catchpaw, M. Yalicki
Present by Zoom: Commissioner C. Parks

Chairperson Flanders called the meeting to order at 4:30

Approve Agenda: **L. Sayah made a motion to approve the agenda, N. Sherman seconded the motion; a vote was held and passed unanimously.**

Public: No public comment

Meet with members of the Duxbury-Moretown Fire District #1 (DMFD) to discuss possible options for operation of DMFD distribution system: J. Poitrus has moved outside of the district bounds so there are no longer three members of the Committee. They have not found anyone interested in taking the vacant seat. M. Yalicki works M-F and is not able to assist in many of the customer needs during those hours. R. Catchpaw will also be resigning from the board in the near future. The District is asking EFUD to “absorb their system”, effectively dissolving DMFD. **L. Sayah made a motion authorizing the EFUD Manager to work with an attorney and the members of the DMFD to determine the process of taking over ownership of the DMFD distribution system. R. Finucane seconded the motion; a vote was held and passed unanimously.**

Discuss meeting with the Selectboard regarding search for new Town and EFUD Manager: P. Flanders informed the board that the Town of Waterbury Selectboard is meeting on Monday March 21 and there is a planned discussion regarding the hiring process of a new Municipal Manager. Members of the EFUD are requested to be in attendance for this discussion. C. Lawrence will warn a joint meeting.

Items for Warning for the Annual Meeting on May 11, 2022: By consensus the board would like W. Shepeluk to draft a motion to be considered at the April 7, 2022 meeting that will convert the UDAG loan to the Ice Center to a long term, suspended loan on which no principal or interest payments shall be due.

Board members have concerns about the fate of the Dog Park should they proceed with the property transfer to the town.

Commissioners discussed what will be on the warning for the Annual Meeting May 11, 2022. Commissioners agreed to meet on April 7, 2022 in order to approve and sign the warning.

Discuss timing of possible merger of Town and EFUD: Commissioner have agreed to postpone discussions until next year regarding the merger of the Town and EFUD due to other priorities at this time. They agreed to discuss this with the selectboard at the joint meeting next week.

Discuss response from D. Salvas on proposal to purchase water lines: W. Shepeluk presented a response he received from D. Salvas, owner of Blush Hill Meadows Ten, LLC, regarding EFUD taking over ownership and maintenance of the water distribution system in his development. D. Salvas has asked for compensation in the amount of \$180,000.00 which is described as half of the cost to construct the system. The Commissioners agreed to have W. Shepeluk respond to Mr. Salvas to provide him with an explanation of their offer.

Consider adjustments to Sewer budget and adoption of General Fund budget: W. Shepeluk presented the Commissioners with an updated sewer budget with a significant change to the line item "Plant Upgrade". Staff is no longer pursuing construction of new drying beds for this year.

R. Finucane made a motion to approve the updated Sewer Budget in the amount of \$1,144,100.00 and the General Fund Budget in the amount of \$30,500.00. N. Sherman seconded the motion; a vote was held and passed unanimously. R. Finucane then made a motion to raise the sewer base and rate charges by 5% effective at the next billing. L. Sayah seconded the motion; discussion followed. A vote was held and passed unanimously.

Consider granting authority to Manager to borrow by Tax Anticipation Note: R. Finucane made a motion authorizing the Municipal Manager to borrow and lend between EFUD and the Town of Waterbury in anticipation of tax and utility revenues at a rate of 2% interest. L. Sayah seconded the motion; a vote was held and passed unanimously.

Discuss potential takeover and replacement of distribution system at Kneeland Flats MHP: W. Shepeluk spoke to Mr. & Mrs. Peck and they are in favor of having EFUD upgrade the water distribution system within the park. Legal documents will need to be drafted and signed before the work proceeds. There will not be individual meters at each mobile home, the park owner will continue to be billed quarterly.

Consider amendment to solar contract with Chris Parsons (Crestone, LLC): W. Shepeluk updated the Commissioners on the project that was previously authorized allowing Mr. Parsons to install a solar array on the roof over the drying beds at the Wastewater Treatment Plant. The panels began generating power in March of 2021. W. Shepeluk pointed out that the current contract isn't as clear as possible about how the credits are calculated and he would like to amend section 2.3, defining Gross Revenue as the value of total credits generated annually by the system, discounted by the 10% paid to the contracted off-taker. In addition, the value of the credits generated will be calculated from January – December of any given year and the payment due EFUD by the lessee will be made by the third Monday of March in the following year. The revenue from March 2021-December 2021 was \$35,593.00; EFUD is to be paid 7.5% of the gross revenue AFTER the 10% calculation for off takers has been removed leaving a revenue of

\$32,034.00. As such, the payment due EFUD for 2021 is \$2,402.58. N. Sherman made a motion to authorize the Manager to sign and execute the contract amendment as written, as well as authorizing a onetime payment adjustment to \$2,000.00 for the 2021 production. R. Finucane seconded the motion; a vote was held and passed unanimously.

Consider proposal for 2021 Audit: N. Sherman made a motion to approve the Engagement Letter with auditors Sullivan & Powers in the amount of \$21,800 to perform the 2021 EFUD audit. R. Finucane seconded the motion; a vote was held and passed unanimously.

Department Reports: B. Woodruff reported to the Commissioners that he called and spoke to a number of references provided to him by Green Mountain Adventure Racing and all reports were excellent. He and Dan Sweet have created a map of the areas within the waterworks they feel may be permitted for the purpose of the event. He will present this map to the organization and if they would like to proceed a decision can be made at the April meeting.

Minutes--meeting of February 9, 2022: L. Sayah made a motion to approve the minutes of February 9, 2022 as written. R. Finucane seconded the motion; a vote was held and passed unanimously.

Adjourn: R. Finucane made a motion to adjourn, which was duly seconded and was unanimously approved. The meeting adjourned at 7:10p.m.

The next meeting of the Edward Farrar Utility District is scheduled for Thursday April 7, 2022 @ 4:30pm