

**Edward Farrar Utility District**  
**September 14, 2022**  
**Minutes**  
**Hybrid meeting held in person and by Zoom**

Present in the Steele Community Room: Commissioners: P. Flanders, L. Sayah, N. Sherman, R. Finucane, C. Parks; Staff: W. Shepeluk, B. Woodruff, C. Lawrence  
Public: M. Pomilio, RW; T. Volitis; J. Siegel, A. Wells & C. Noyes of ICWW

Present by Zoom: N. Anderson & K. Haviland of Downstreet; M. DiGiovanni; K. D'Angelo

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

**L. Sayah made a motion to accept the agenda with a change to move Managers search to the end of the meeting to allow for Executive session; N. Sherman seconded the modified agenda. A vote was held and passed unanimously.**

**Public:** No public comment

**Recognizing Retiring EFUD Clerk Carla Lawrence:** The commissioners recognized former clerk C. Lawrence by reading and presenting her with a Resolution of Recognition and appreciation as attached to these minutes.

**Commissioners considered a request from RW to hold an event in Rusty Parker Park:** from 1:00 - 5:00 to celebrate Senator Leahy's service. They'd like to serve beer at the celebration. **B. Finucane made a motion to approve the request and N. Sherman seconded the motion. It passed unanimously.**

As the meeting was moving along faster than the times listed on the agenda and while they waited for expected attendees, the commissioners took up items out of order.

B. Woodruff provided an update on the potential extension of water service along Rt. 100 in Waterbury Center between Howard Ave. and East Wind Dr. Stantec, the engineering firm working on design now recommends a cross-country route from Guptil Rd. near the highway garage, with the main passing close to the mobile home park and the complex where Jimmz Pizza is located before hitting Route 100. The commissioners had a few questions about construction techniques and the number of customers and allocation fees that might be gained. P. Flanders stated that the town would gain significant fire protection and wondered whether ARPA funding may be available from the town. When the discussion ended, **C. Parks moved to authorize the pursuit of a construction permit from the state for the cross-country route for this project. R. Finucane seconded the motion and it passed unanimously.**

The commissioners took up the topic of the sale of 51 S. Main Street to Downstreet to allow development of an affordable housing project. P. Flanders summarized the comments heard from the public at the informational meeting held a few weeks ago. He noted particularly questions about including retail space in the project and questions about the impact of losing the property as a parking lot. In addition, he noted many seemed to want to see a front elevation drawing to get an idea of what it might look like. B. Woodruff reported Stantec Engineering

Firm could update the 2016 parking study for \$700-\$800. There was discussion with the representatives from Downstreet about getting their architect to draw some simple elevation sketches that could be presented at the meeting.

T. Volitis, a resident of the EFUD District stated his desire to purchase the property to develop it himself. He suggested a nine-unit apartment building with some retail could be built there. He suggested it was not fair that the commissioners were dealing exclusively with Downstreet, suggesting all those interested in buying or developing the site should be given an opportunity to make a proposal. P. Flanders explained past processes where the commissioners' sought proposals from the public. Several offers have been made, some were rejected by the Village Trustees or Commissioners as the proposals requested a "give away" of the property by the Village or EFUD. Others were rejected by voters. The commissioners explained they have sought input from the public and have been informed by the town plan and it seems clear affordable housing is a primary need in Waterbury. The sale of this property and its development for affordable housing would help address that need. T. Volitis pressed for a chance to make a proposal. R. Finucane stated the commissioners had committed to work with Downstreet on this project. He said EFUD should see this through to allow the public to vote on the Downstreet proposal. If it gets turned down by voters, opening the process to others can be considered. **R. Finucane then made a motion to authorize the municipal manager to engage Stantec Engineering Firm to update the parking study and to spend up to \$1,000, working with Downstreet, to get elevation sketches drawn to present to the public at the meeting. N. Sherman seconded the motion which passed 5-0.**

**P. Flanders made a motion to hold a special EFUD meeting on Thursday October 20, 2022 at 6:30 p.m. in the upstairs room of the Main Street Fire Station to ask voters to consider the sale of 51 S. Main Street to Downstreet for the development of affordable housing. N. Sherman seconded the motion. It passed without dissent.**

Next the commissioners heard from the manager about the total fine amount the Ice Center of Washington West would pay to settle the "wasting of water" at its facility that was determined to be a violation of the water ordinance by the commissioners. Shepeluk reported there were 86 days between September and the end of March when the temperature was above 40 degrees F—the water leaked on days that were as warm or warmer. At \$25/day of violation, as provided by the ordinance, the value of the fine is \$2,150. The commissioners are allowing the Ice Center to "pay the fine with an in-kind donation of ice time to the community. Ice Center representatives reported that amount to about 10 hours of time. They have already begun to offer the free skating to the public to meet this obligation and indicated they would like provide more than 10 hours of free ice time to the community. **N. Sherman moved the commissioners agree to the calculation of the fine at \$2,150 and the Ice Center's request to pay it by donating at least 10 hours of ice time to the public. L. Sayah seconded the motion and it passed 5-0.**

There was a long discussion between the manager, the commissioners, and Ice Center board members about the UDAG loan from EFUD to the Ice Center. W. Shepeluk has recommended the deferment of the loan at 0% interest for 20 years, outlined in a memo he wrote in July. R. Finucane expressed concerns about that recommendation, stating it was not prudent public policy to do so. **After a lengthy discussion, R. Finucane moved to re-state the principal due on the**

**loan at \$529,800, to make the interest 0% per annum and to defer all payments for a period of 5-years to September of 2027. The commissioners at that time will reconsider the terms and conditions of the loan. C. Parks seconded the motion. The commissioners voted in favor of the motion 5-0.** The Ice Center representatives thanked the board members for their consideration.

The Board considered a contract with Sullivan, Powers & CO for a contract period of 5 years. Following a brief discussion of the contract price **L. Sayah made a motion seconded by N. Sherman to authorize the District Manager to enter a 5-year contract with the auditing firm Sullivan, Powers & Company to perform auditing services for years 2022 – 2026. The motion passed unanimously.**

B. Woodruff updated the board on the goings on in the water and wastewater departments. Most significantly he reported that S. Guyette has resigned his position as water superintendent to take a job as facilities manager at Harwood Union High School. Scott has worked for the town, village and now EFUD for about 25 years. The commissioners were saddened by the news, but wished Guyette well in his new position. Discussion of DWSRF priority list for various water projects.

The minutes of previous meetings were considered. **L. Sayah moved to approve minutes of the July 13<sup>th</sup> commissioners regular meeting, the minutes of a special meeting held on August 31<sup>st</sup> and the minutes of the Public Information about 51 S. Main Street that took place on August 31<sup>st</sup>, as well. R. Finucane seconded the motion. It passed 5-0**

**R. Finucane made a motion to enter executive session for the purpose of evaluating a public employee in order to negotiate a contract for the new municipal manager. N. Sherman seconded the motion. It passed unanimously.** The commissioners entered executive session, inviting W. Shepeluk to join them, at 7:45. At 7:55 the commissioners re-entered public session. They reported taking no action in the closed meeting.

R. Finucane made a motion to adjourn, seconded by L. Sayah. It passed without dissent and the meeting adjourned at 7:56 p.m.

*Edward Farrar Utility District*  
*Resolution of Recognition and Appreciation*

**WHEREAS** Carla Lawrence served as the first Clerk of the Edward Farrar Utility District, and

**WHEREAS** Carla Lawrence served the residents of the Edward Farrar Utility District with compassion, with curtesy and professionalism, and

**WHEREAS** the exemplary service given by Carla Lawrence to the District residents is in keeping with the standard of public service set by District namesake Edward Farrar, and

**WHEREAS** the Commissioners wish to extend our sincere best wishes for every happiness in the future to Carla Lawrence in her retirement,

**NOW THEREFORE BE IT RESOLVED**, that the Edward Farrar Utility District recognize and appreciate the service of Carla Lawrence and wish Carla well in all future endeavors, and further that this Resolution of Recognition and Appreciation be duly recorded and spread across the minutes of the Edward Farrar Utility District on this fourteenth Day of September in the year of 2022.

**Edward Farrar Utility District Commissioners**



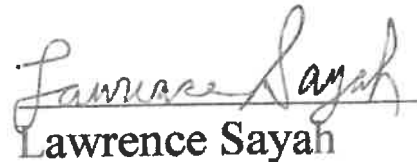
P. Howard Flanders



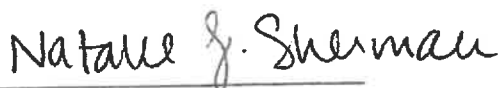
Robert B. Finucane



Cynthia Parks



Lawrence Sayah



Natalie J Sherman