

**Joint Meeting of the Village Trustees and Water/Sewer Commissioners**

Monday, September 23<sup>rd</sup>, 2013

43 S Main Street, Main Street Fire Station

Present: P.H. Flanders, M. Alberghini, C. Parks, Commissioners, L. Sayah, Trustee; W. Shepeluk, Municipal Manager; Alec Tuscany, Public Works Director; C. Nelson, Staff; Darren Winham, Staff

Flanders called the joint meeting of the Water and Sewer Commissioners and Village Trustees to order at 4:35pm.

**PHOSPHOROUS PROJECT UPDATE:** Tuscany reported the status of the Wastewater Treatment Plant Phosphorous Upgrade project. Kingsbury Construction was the low bidder; however their bid was roughly \$520,000 higher than the current budget. Tuscany hopes to redefine the project for a lesser amount to meet the budget sometime this week. The State of VT will not allow the Village to sign a contract until all funding is covered. Shepeluk will review the available Village assets and make a recommendation to the boards on Wednesday, September 25.

**SOLAR PROJECT UPDATE:** An updated draft of the proposed contract with Green Lantern Capital was discussed. Parks addressed concerns she had with groundwater protection and how thoroughly it was covered in the contract. The construction period would be the most susceptible time for contamination, but after that the panels provide little to no room for groundwater contamination. Parks questioned whether or not the panels would be routinely cleaned, and how those chemicals may affect the groundwater provisions. Shepeluk, Tuscany, and Sayah will meet with the Village attorney on Tuesday September 24 to discuss draft revisions, and will report back to the boards on Wednesday, September 25.

**MONTHLY PROGRESS REPORTS:** Tuscany discussed the monthly reports for Wastewater and Public Works, and provided an update on the water department as no report was submitted. The sewer work on Healy Court has been delayed one week, and will begin on Monday, September 29. The State of VT will be teaching a course on sanitary surveys and our water treatments facility will be used as part of the course. A coliform violation was cited in August, and notification was provided to the public. Coliform itself is not harmful and no boil-warning was issued.

**WASI REQUEST:** The Waterbury Ambulance Service has requested to relocate their repeater to the waterworks tower on Barnes Hill. Tuscany has spoken with the radio service provider, and they do not expect that adding the additional repeater will interrupt Village frequencies. Tuscany asked if the board would like to negotiate a rental fee for space on the tower. At the recommendation of the manager, **Alberghini moved to allow WASI to relocate the repeater to the Barnes Hill tower, provided that it does not cause technical issues and at no cost to WASI. Parks seconded the motion, and a vote was held. The motion passed unanimously.**

**STATE OF VT BILLING ISSUE:** Nelson described a billing issue that had been recently discovered and had resulted in the under-billing of State of VT sewer service in the amount of \$33,114.51. In light of the upcoming rate change and the current base units being charged to the State of VT, the manager recommended that the balance owed be written off the account. The issue was resolved as of January 2013, so no billing discrepancies have occurred this year. By agreement, the board decided to accept the recommendation of the manager and clear the account of the balance.

**APPROVAL OF MINUTES:** Parks moved to approve the minutes of the Water and Sewer Commissioners for the meeting of August 26, 2013. Alberghini seconded the motion, a vote was held, and the motion passed unanimously.

Flanders made a motion to have the Water and Sewer Commissioners enter executive session at 5:43pm to negotiate a personnel issue. The boards came out of executive session at 6:00pm. **Flanders moved to increase the Public Works Director's annual compensation to \$80,000, retroactive to July 1, 2013. Alberghini seconded the motion. A vote was held, and the motion passed unanimously.**

The meeting of the Water and Sewer Commissioners was adjourned at 6:05pm.

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**TRUSTEES BUSINESS:** Winham discussed the revised draft of the proposed RFP for 51 S Main Street. The Trustees provided input, and Winham agreed to make corrections and provide to the board by Wednesday, September 25. Both Sayah and Flanders agree with the revised draft pending Natalie Howell's comments. Tuscani addressed concerns with having a large group of people participate in a walk-through of the current space at 51 S Main. Several areas of the floor are totally exposed and could provide a safety issue. By agreement, it was decided that all walk-throughs will be scheduled by appointment in small groups of 2-3 people.

There being no further business, the meeting of the Village Trustees was adjourned at 6:22pm.

Respectfully submitted,  
Courtney Nelson, Utilities Billing Clerk

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

DRAFT