

Waterbury Water and Sewer Commissioners
January 25, 2016
4:30pm, Steele Block Conference Room
Minutes

Present: P. H. Flanders, R. Finucane, C. Parks, Commissioners; W. Shepeluk, Municipal Manager; B. Woodruff, Public Works Director; K. King, Staff, C. Nelson, Board Secretary

Flanders called the meeting to order at 4:40pm. The board considered the agenda and by consent, agreed to add a discussion on allocation capacity for municipal buildings and a brief update on the solar array issues. By consent, the board approved the agenda as written plus the addition of the two items.

2016 Budget: Shepeluk presented the tentative budgets for the water and sewer departments. The board first reviewed the water budget (attached), and Shepeluk noted that the sewer credits received from the well field solar array have not yet been incorporated into the budget, as additional accounting needs to be completed before the credits can be reconciled. Eventually, the credits will be visible as a decrease in the budget in the electric expense lines. Shepeluk also noted that the "Loan Proceeds" line of the water and sewer budget represents money that the Village previously authorized the board to borrow, but the need to borrow has not yet occurred. **Parks moved to approve the 2016 water department budget as presented on 1/25/2016 for \$1,048,561. Finucane seconded the motion, a vote was held, and the motion passed unanimously.**

The board reviewed the sewer budget and Shepeluk discussed one edit that needs to be made regarding the "State Grants" expense line – an error was made in the data and will need to be corrected to 140, 000. Shepeluk noted that the funds in the "Loan Proceeds" line (similarly to the water budget) were authorized dollars that had not been spent in 2015, but that he expected a need to borrow for the sewer department in the upcoming year using those funds. He also added that it is likely the board will ask the voters for authority to borrow an additional sum of money at Village meeting. **Parks moved to approve the 2016 sewer budget as presented, with edits as discussed, for \$1,328,710. Finucane seconded the motion, a vote was held, and the motion passed unanimously.**

Allocation changes for Municipal buildings: Shepeluk had asked the public works staff to look into the current water/sewer capacity for the Main St. Fire Station and the Municipal Complex. Based on the recommendation of the public works director and municipal engineer, Shepeluk stated that the fire station, currently billed at 3 base charges each, required no change to allocation capacity or base charges. The Municipal complex required an average gpd of 630, and billing should be adjusted accordingly. **At the recommendation of the Manager, the board consented to approve the increase to the allocated capacity of the Municipal Complex at 28 N. Main St to 630 gpd from 200 gpd, and authorized the staff to bill the Town for the additional capacity.**

Monthly Public Works Reports: Woodruff distributed and discussed the monthly water and report (attached). The wastewater report was not available. Woodruff verbally delivered the Public Works Director's report for January, and explained that the majority of time spent has been on budget preparation and assisting with the municipal office and library's move to the new space.

Update on Solar Array at Well Field: Parks has contacted the Public Service Dept. for the State of Vermont to obtain information about other solar arrays that may be struggling with glare. They have not yet responded to her inquiry, and Shepeluk will follow up with the PDS directly.

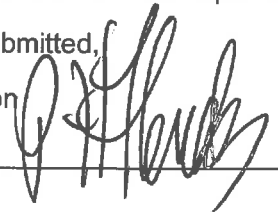
Minutes: The minutes of the December 10, 2015 meeting were reviewed. Finucane moved to approve the minutes as drafted. Parks seconded the motion, a vote was held and passed unanimously.

With no further business, the meeting was adjourned at 6:12pm. The regular February meeting has been tentatively cancelled, pending any urgent discussions that may occur. Otherwise, the next regular meeting of the Water and Sewer Commissioners will be held on Monday, March 28th at 4:30pm at the new Municipal Complex.

Respectfully submitted,

Courtney Nelson

Approved By: _____



Date: _____

