

Waterbury Village Water and Sewer Commissioners
May 23, 2016
7:00 pm, 28 North Main St - Municipal Complex
Minutes

Present: P. H. Flanders, R. Finucane (via telephone) Commissioners; W. Shepeluk, Municipal Manager; C. Nelson, Secretary.

Public: Natalie Sherman

Flanders called the meeting to order at 4:40pm.

APPROVE AGENDA: Shepeluk requested that an item be added to the agenda to discuss base charge and allocation fee problems with two water customers. By consent, the board added this item after the update on the Inline Micro-Hydro discussion, and approved the remaining agenda as written.

UPDATE ON BUDGETS: Shepeluk provided the board with a budget status report for January 1 through April 30, representing roughly 33% of the year. Revenue and expenses are in line with what is expected for this time frame. Shepeluk noted that a portion of the wastewater expenses are not paid until later in the year, so the budget reflects a slightly lower than expected expenditure which will be made up as payments are made. No action taken.

UPDATE ON WELL FIELD: Shepeluk discussed issues with excess credits being applied as a result of surplus solar generation from the Sweet Well Field array. GMP has asked the municipality to provide additional meters in which the credits can be applied, to avoid issuance of a lump sum refund check. Currently, all municipal meters are already represented in the credit application. It was suggested that if energy generation continues to result in excess credits, perhaps the municipality could look into alternative options to the lump sum refund, such as applying the credits to the electric bills of local non-profits in lieu of annual donations. Shepeluk will continue to research the effect the excess credits will have on the municipal accounts and will update the board at the next meeting.

In addition, Shepeluk provided an update on the glare issue at the property neighboring the solar array. Initial proposed solutions included planting several mature trees at the perimeter of the Village property to help block the glare, though this was not found to be financially feasible. The public works staff has provided a new proposal to use municipal staff to transplant twelve to twenty five 8-10 foot trees around the perimeter, which would run less risk of mortality among the trees and would grow over the years to block the glare. In addition, AES (the solar array owners) may continue to work directly with the property owner to create additional solutions. **By consent, the board agreed to approve the transplant of the existing Village trees as proposed by the public works director, and to allow the municipal staff to complete the work and to rent any equipment necessary to safely transplant the trees.**

WATER VOLUME LOST: An item in the Public Works Director's report indicated that the usage for the last billing quarter is in the process of being reviewed. An update on lost water monitoring efforts will be provided at the next meeting.

INLINE MICRO-HYDRO PROJECT: Shepeluk provided an update on the proposed project to construct a micro-hydro generator using the Village water system at the predetermined Guptil Road location. If approved, GMP would provide \$60K in grants to assist the Village in completing the construction of the project. Given the current issues with excess energy credits, Shepeluk stated that further review is necessary before moving forward with another net-metering project. Shepeluk will review the project and its future financial implications and will provide the board with an update at the June meeting.

DISCUSSION OF BASE CHARGE AND ALLOCATION ISSUE: Upon reviewing of quarterly billing, it was discovered that two Town properties are not being billed at the correct capacity. The first property (Murphy) at 76 Maple Street is currently being billed for 1 base charge only, though the property is currently occupied by 3 additional units plus the main dwelling. It is not known when this property became permitted for the additional units. The second property (Miller) at 95 Maple Street is currently billed at 1 base charge, and was permitted by the zoning department for an accessory apartment in December 2014. There is no record of either property purchasing the additional allocations. The board was reminded of the survey conducted several years ago in which system users were asked to provide their correct allocation information. **By consent, the board directed the staff to charge the allocation fee and begin billing the property at 95 Maple for the additional unit. They asked that the staff research the survey results to see if updated information was ever received from 76 Maple, and begin billing for the 4 total units immediately. Once the survey information is determined, the staff will review the best manner to continue with allocation fees for the property at 76 Maple.**

MONTHLY REPORTS: The monthly reports were distributed and reviewed. No action taken.

MINUTES: Finucane moved to approve the minutes of the March 28, 2016 meeting. Flanders seconded the motion, and with both votes in favor, the motion passed.

There being no further business, the meeting was unanimously adjourned at 5:50pm.

The next regular meeting is scheduled for Monday, June 20th.

Respectfully submitted,

Courtney Nelson, Secretary

Approved: June 27, 2016