

Waterbury Village Water and Sewer Commissioners
October 24, 2016
4:30 pm, 28 N Main Street – Steele Community Room
Minutes

Present: P. H. Flanders, C. Parks, R. Finucane, Commissioners; W. Shepeluk, Municipal Manager, B. Woodruff, PWD, Staff

Public: J. Poitrus, R. Catchpaw

APPROVE AGENDA: B. Woodruff requested an item to be added to the agenda to discuss the Village acceptance of the Water System for Phase 1 at Waterbury Commons, AKA Tyler Ridge. By consent, the Board added this item after the update on the tree planting and approved. Board approved a change to the order of topics to discuss the Cemetery fees with the DMFD #1 present. The remaining agenda was approved as written.

Jeff Atwood was not present for the meeting.

DMFD: The members of the DMFD #1 Prudential Committee were present to discuss the capacity of water allocations owed from the District to the Village of Waterbury. B. Woodruff presented a list of allocations used, relinquished and future needs. W. Shepeluk suggested the district settle up with the Village for outstanding amounts due and purchase a small amount in reserve for the anticipated needs at Gallagher Acres. B. Woodruff will solidify the list and amount due with the members of the Prudential Committee and have the Village Bookkeeper prepare an invoice for this amount. **B. Woodruff to provide a follow up at the November meeting.**

Water Fees for Cemeteries: W. Shepeluk provided a memo detailing options for changing the billing practices for the 4 cemeteries serviced by the water department. J. Poitrus spoke on behalf of the Prudential Committee stating they will waive all Operation and Maintenance fees for the Holy Cross Cemetery in Duxbury. R. Finucane moved that effective January 2017 the Managers recommendation to adopt a \$35.00 per quarter flat fee billing structure be implemented. C. Parks seconded the motion, a vote was held, and passed unanimously.

J. Poitrus presented an invoice for 319 Main Street Duxbury sent to the DMFD. He stated the district refuses to pay the invoice stating the water has been shut off at the home for many years. W. Shepeluk spoke briefly about the difference in having the water shut off and relinquishing the allocation. J. Poitrus pointed to the inter-municipal agreement stating these rules are not specific. **W. Shepeluk we will review the agreement and get back to him. Also up for review is the practice of interest and penalty charges on the due date.**

Update on BOD: Evoqua has not provided a full report. This is due sometime in November, the results look promising.

Inline Micro-Hydro Project: B. Woodruff presented the board with a contract from GMP for consideration. Board would like B. Woodruff to confirm if the project requires Public Service Board approval and what the O&M of the system is. R. Finucane moved to authorize Municipal Manager and PWD to move forward with Inline Hydro Project. C. Parks seconded the motion, a vote was held, and passed unanimously.

Rainfall: B. Woodruff presented reports from Water & Waste Water departments. Low flows at WWTP. Wells are being used at WTP

Update on tree planting: W. Shepeluk gave the board a brief update on the tree planting on Sweet Road stating he was unable to reach AES and he'll continue to try.

Waterbury Commons: B. Woodruff received an email from developer Paul Arnot requesting on update on the Village taking over the water service on Phase 1 in Waterbury Commons. R. Finucane moved to accept the water ONLY for phase 1. C. Parks seconded the motion, a vote was held, and passed unanimously.

Monthly Reports: The monthly reports were discussed and reviewed. There was a request for definition of responsibly of sewer lines. Repairs required on the non-structural elements of the line are the homeowner's responsibility to the main. Repairs required on the structural elements of the line are the homeowner's responsibility to the right of way.

Minutes: C. Parks moved to approve the minutes of the September 12, 2016 meeting. R. Finucane seconded the motion, and with both votes in favor, the motion passed.

There being no further business, the meeting was unanimously adjourned at 6:15pm.

The next regular meeting is scheduled for Monday November 28th at the Waterbury Municipal Center.

Respectfully submitted,

Karen King, Secretary

Approved:



Date:

NOV 28, 2016