

Waterbury Village Water and Sewer Commissioners  
November 28, 2016  
4:30 pm, 28 N Main Street – Jane’s Building Round Table  
Minutes

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

Flanders called meeting to order at 4:40pm

**APPROVE AGENDA:** Agenda approved as written

**Report on BOD Pilot Project:** A. Tuscany was not in attendance – B. Woodruff spoke on his behalf and brought a memo Alec had drafted to the meeting. Discussion followed including having Alec work with the State of VT regarding BOD limits. Commissioners would like to invite Alec to the next meeting to explain his proposal for BOD testing and new BOD capacity of the system as well as for phosphorus removal.

**Inline Hydro Project:** W. Shepeluk and B. Woodruff met with GMP and Fuss & O’Neil. W. Shepeluk explained the advantages and disadvantages of metered service versus a fixed rate the contract. Consultant has recommended a buyer of the generated power be found in an area business. W. Shepeluk has suggested perhaps the Ice Center would be a viable candidate. Commissioners have requested W. Shepeluk explore this option, and that of other businesses such as Ben & Jerry’s or Keurig and report back to them.

**Flood Proofing Main Pump Station:** Submersible pumps have been installed the second of which should be completed later this week. Remainder of the flood proofing is still in progress but scheduled to be completed.

**Emergency Contact:** W. Shepeluk would like the commissions to explore the idea of an Emergency number published for all individuals to be used during non-business hours. Local water customer suffered a major water break in the nighttime hours and was unable to reach a member of the water department to shut the main off. K. King has done some research regarding a local company that offers 24 call answering services. She will follow up with Central Alarm Systems, a contractor P. Krolczyk is already using to see if they can offer the same kind of service.

**Borrowing:** W. Shepeluk has asked to Board to formalize a borrowing agreement between the Water and Sewer Departments. W. Shepeluk would like to liquidate mutual funds from the Water Departments portfolio in order to better balance it as well as lend funds to the Sewer Department. **R. Finucane moved to authorize the Water Department to lend \$350,000 to the**

**Sewer Department at an interest rate to be determined for a term of 5 years. C. Parks seconded the motion, a vote was held, and passed unanimously.**

**Feasibility Study:** P. H. Flanders would like to see a feasibility study conducted regarding extension of the sewer lines. Discussion followed – A. Tuscani will be consulted and perhaps another outside engineering firm.

**Monthly Reports:** The monthly reports were discussed and reviewed.

**Minutes: C. Parks moved to approve the minutes of the October 24, 2016 meeting contingent on a spelling correction. 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 6:30pm.

The next regular meeting is scheduled for Monday December 26<sup>th</sup> (TBD) at the Waterbury Municipal Center.

Respectfully submitted,

Karen King, Secretary

Approved:

Date: