

Waterbury Village Water and Sewer Commissioners
May 22, 2017
4:30 pm, 28 N Main Street – Jane’s Building
Minutes

Present: P. H. Flanders, C. Parks, Commissioners; B. Woodruff PWD, W. Shepeluk Municipal Manager, Karen King – secretary

Public: Dave DiDomerico; Allan Thompson, Waterbury Conservation Committee; Caitrin Maloney, Stowe Land Trust

Flanders called meeting to order at 4:35pm

Approve Agenda: The agenda was approved as drafted.

Caitrin Maloney & Allan Thompson: C. Maloney and A. Thompson presented the board with a proposal to enter into an easement with Stowe Land Trust to protect the Village of Waterbury property located in the Shuttesville Hill Wildlife Corridor. This is the area encompassing lands from the Worcester Range to the Green Mountains. The easement would be created to protect the natural resources of the area, conserving the property and promoting activities for water quality and habitat. The easement would be held by the Stowe Land Trust, the responsible party for monitoring and overseeing the use. A. Thompson stated the Waterbury Conservation Committee does recommend this. The board requested time to consider, C. Maloney will reach out again in the coming weeks to see if a decision has been made or the board has additional questions.

Conflict of Interest: W. Shepeluk provided the board with an overview of the drafted conflict of interest policy adopted by the Waterbury Select Board. The board has requested a continuance until R. Finucane is present. Board would like this to be placed on the agenda for the pending June meeting.

Waterbury Commons / Paul Arnot questions: B. Woodruff presented a draft of the proposed responses to Mr. Arnot’s 11 questions. Consulted for the responses were A. Tuscany, W. Shepeluk and B. Woodruff. Small changes were recommended, specific details such as a footer draft for ease in locating in the future. Board would like to determine if the water & sewer lines are located in the easement if an easement exists. D. DiDomerico would like a copy of the final response sent to Don Einhorn once completed.

R. Frasier: Board reviewed an invoice from Roto-Rooter from Mr. Frasier, 129 South Main Street dated 4/11/2017. Mr. Frasier is requesting reimbursement for the invoice. The board would have appreciated a call before the work was performed, staff does not recall such a call. **C. Parks made a motion to pay half the invoice and send a letter to notify Mr. Frasier he must call the Village first. P. Flanders seconded the motion, a vote was held, and passed unanimously.** W. Shepeluk will draft a letter to Mr. Frasier.

Waste Water Rate Revision: W. Shepeluk provided an overview of the current budget and spending for 2017. W. Shepeluk proposes a 10% rate increase for tiered rates and base charges. The hope is this increase, along with lowered emergency spending following the reconstruction of Main Street will provide enough revenue to avoid an additional rate increase soon. **C. Parks moved to increase sewer rate and base charges by 10% for the 3rd quarter billing period. P. Flanders seconded the motion, a vote was held, and passed unanimously.**

Main Street Reconstruction: P. Flanders stated B. Woodruff did a great job with his explanations during the necessity hearing.

Monthly Reports: Board members reviewed the attached reports.

Minutes: C. Parks moved to approve the minutes from the April 26th, 2017 joint meeting of Water Sewer Commissioners and Trustees. P. Flanders seconded the motion, a vote was held, and passed unanimously.

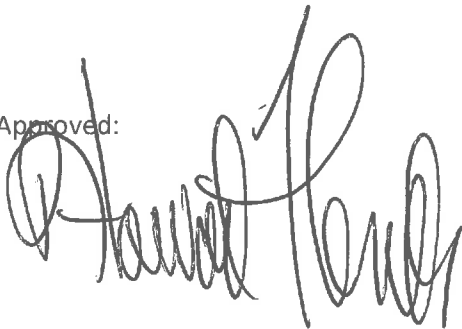
There being no further business, the meeting was unanimously adjourned at 6:40pm.

The next regular meeting is tentatively scheduled for Monday June 26th, 2017 at the Waterbury Municipal Center.

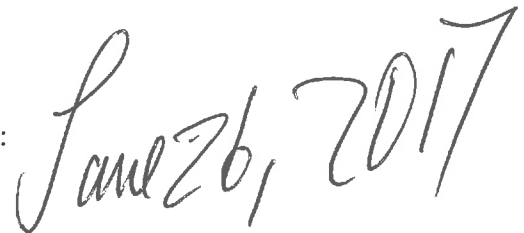
Respectfully submitted,

Karen King, Secretary

Approved:

A handwritten signature in black ink, appearing to read "Paul Parks". The signature is written in a cursive, flowing style.

Date:

A handwritten date in black ink, "June 26, 2017". The date is written in a cursive, flowing style.

Public Works Report

Waterbury, Vermont
May 2017

Water Update...

- Review Ashford Lane Water Plans for new construction with J. Grenier , A. Tuscany
- Meet with water operators about waterworks and wells
- Meet with engineers from Ben and Jerry's regarding shut down of crossroads line
- Water utility locations with GMP
- Discussions LCS on Micro Hydro SCADA
- Teddy Burnell water / sewer planning
- Meet with A. Tuscany
- Barb Parker water line/ VTRANS
- Meet with G. Woodard Sweet Field Pasture

Sewer Update

-
- Safety Committee meeting
- Review of Main Street plans
- Operator Cross Training
- Maple Commons sewer discussions

Other works...

Micro Hydro: GMP is reviewing how we will tie into the grid and we are close to submitting plans to ANR for review. SOAR had begun building the turbine and we will be getting the electrical and mechanical contractor information ready for bid in the next couple of weeks.

Main Street: Submit comments on Water , Sewer , Stormwater plans / meet with public and some concerned homeowners individually about sewer and water

Coming down the pipe...

- Micro Hydro
- Reservoir Ashford Lane Water Line
- Meter testing?
- Crossroads Water line
- Main Street Preparations

MONTHLY Report April 2017

Items of Interest

New Truck

Hardness Testing

Clover Lane Monitoring

Fluoride Pump Repair

Spring Curbstop Repairs

Cross Training with Wastewater Department

Meter Reading

Pool Safety Improvements

Chemical Deliveries

PCH-180 Polymer

Chlorine CL2

Maintenance

Regular

Scheduled Monthly Analyzer Maintenance

Mountain Air Plant Maintenance

Water Sources Used

All Surface Sources

Sweet Field Wells

Well 1

Flow Data

High Day
4/11/17

Low Day
4/21/17

Average Day

Peak
4/6/17 & 4/10/17

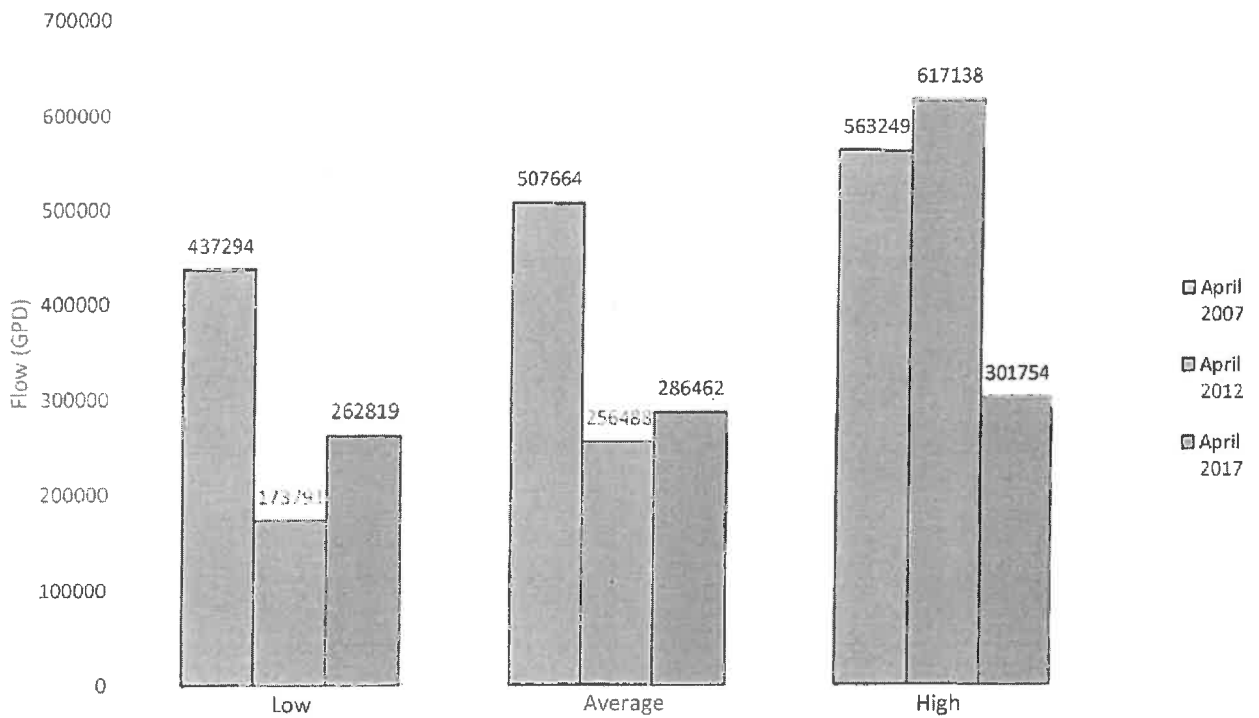
301754 gal

262819 gal

286462 gal

578 GPM

Low, Average and High Flow (GPD) for April 2007, 2012 and 2017



Notes:

- Data collected from electronic records dating back to 2007

Summary

The Water Department purchased a new vehicle in April to replace the older tired blue truck. The new vehicle is similar to the blue one, a Chevy work pickup, and will be a nice upgrade for us.

We continued monitoring the water situation on Clover Lane. We have received a couple of calls of a possible water leak there due to water surfacing at the top end of the road and running down the street. We believe that there is no water leak, and it is simply an excess of spring groundwater daylighting at that point. There is always a lot of groundwater in that area, and there are similar springs on the backside of houses there, well away from the water line, which supports that theory. We will continue to keep an eye on the area and conduct testing as needed to confirm our theory.

We also sampled for water hardness in April. While this is not a required test, we do provide this information to customers when requested as part of a 'typical water analysis' sheet. We wanted to update this information, as hardness testing had not been conducted in some time. Endyne performed the analysis. The result was in line with the previous data on file, indicating we do not have hard water.

Daily Fluoride testing revealed a pretty steep drop in FL levels in April, and we diagnosed the issue as the diaphragm in the chemical feed pump. Replacing the piece enabled us to bring Fluoride levels back up to the desired level of 0.70mg/L.

With the onset of spring, we had a couple of curbstops to repair which had been pulled up by plows or heaved by frost. These included 76 N. Main and 143 S. Main, both of which are regular repairs in the spring.

Mountain Air came for their annual plant service. We had thought the plant seemed a little chilly this winter, and it turns out the main heating system was not working well. They serviced that, as well as maintenance on the other regularly scheduled systems. Regarding the heat/AC unit that had trouble this winter, Mountain Air recommends replacement soon, and we will explore several options to do so.

Cross training with the Wastewater Department continues as well. We still try to get Matt and Brandon to cross train a day each week. With other work, this is not truly every week, but it is happening as regularly as possible. It is going very well, with both learning a lot about the other department. Matt has continued studying in preparation for the Wastewater Operator exam this fall.

Finally, April is another meter reading period, and we read meters for the last week of the month. There were several high readings, but aside from that, it went very smoothly.

Wastewater Progress Report

May 2017

- **Process:**

- CoMag process continues to meet permit limits despite seasonal algae blooms.
- In house QA/QC Annual Lab Technician tests completed
- Electronic monthly DMR reporting to the State was successful for April
- Waiting for Evoqua organic capacity and treatment study report
- Seepex sludge pump installed and running well.
- Driveway enlargement project completed and ready to load sludge truck to haul solids off site by Casella.
- Flow totals (note: influent flow doubled in April due to run off and I&I)

April:

Influent: 9.18 MG, average 0.305 MGD

Effluent: 8.645 MG; process ran 18 days/month; avg. 0.480 MGD

Rain: 4 inches

- **Collection System:**

- Annual line flushing and TV work began this week
- MPS flood proofing and door work is underway and hope to be completed next week.
- Could the Sewer Commissioners establish a completion date for the updated Sewer Ordinance?
This was put in electronic format nine years ago for this purpose but has yet to be done.

- **2017 Projects:**

- Organic Capacity Study, Phase II – in progress, awaiting report
- Sludge removal to Casella Coventry– in progress
- MPS Flood Door Refurbishing – in progress
- 2017 Collection system flushing, pump station cleaning, and TV work – in progress
- CoMag coagulation injection point and fish screen installation – Completed
- Lagoon Aerator, pontoon, cable upgrade – ordering pontoons
- Bay one enclosure project – in progress; siding, doors and windows installed
- Man-hole repairs – begin in June

MONTHLY ALLOCATION REPORT FOR COMMISSIONERS

Applications received and processed in May:

Received an application from Ted & Candice Brunell on 4/24 for a single family home located at 12 Lincoln Street

Invoiced for 405 gallons of water \$1,518.75

Invoiced for 210 gallons of sewer \$1,188.60

Invoice for 1 meter \$160.00

Total of invoice \$2,867.35

Received a check payment in the amount of \$3,037.50 on 5/11 from Duxbury Moretown Fire District for 2 properties located in Gallagher Acres

80 Middle Road

20 Middle Road

Received an application from Ian Smith on 5/11 for an accessory dwelling addition to 2 Meadow Crest Lane

Draft letter is ready for review, this should go out the week of 5/22

Additional notes

*Water Bills were mailed on Friday 5/19/17

People's United Bank has indicated a need for us to update our records for Direct Debit customers. Additional time was taken to stuff the invoices with updated forms and an explanation letter. Also included in the invoices was notification CCR for 2016 are available.

I will be proposing shut off notices be sent on 7/21/2017 and shut offs performed the week of 8/7 – 8/10. This needs to be confirmed with Bill S. and Scott G.

Thanks Karen