

Edward Farrar Utility District
Commissioners Meeting
May 8, 2019
4:30 P.M.

Present: P.H. Flanders, L. Sayah, N. Sherman, C. Parks, Commissioners; W. Shepeluk, Municipal Manager; B. Woodruff PWD; S. Lotspeich, C. Lawrence, K. King Staff

Members of the Public Present: C. Parsons, C. Parsons, A. Parsons, A. Imhoff

Chairperson Flanders called the meeting to order at 4:30 p.m.

Consider Modifications to the Agenda: W. Shepeluk requested time on the agenda to update the commissioners on the Ice Center UDAG Loan and a Farmer's Market permit for Smuggler's Notch Distillery. By consent this will be added to the agenda.

Public: No comments

Consider Solar Panel Proposal: W. Shepeluk provided an update and overview of the discussions with P. Krolczyk, Wastewater Treatment Operator, regarding the installation of solar panels at the facility. W. Shepeluk needs time to determine if EFUD can use any of the power generated by the array - he feels this is benefit to EFUD's involvement. C. Parson's has agreed to increase the lease payment to 7.5% for a term of 25 years. C. Parsons tasked with drafting a lease agreement.

Consider Motions for Annual Meeting: Overview of the articles on warning for the annual meeting this evening.

Consider funding for archeological contract: S. Lotspeich spoke to the commissioners regarding an archeological site near the Ice Center known as the Lamson/Batcheldor site. Hartgen Archeological Associates Inc. had previously been contacted to conduct Phase II survey of this site. **N. Sherman made a motion to authorize the contract to move forward under the Utility District in the amount of \$12,597.00 C. Parks seconded the motion; a vote was held and passed unanimously**

Consider Managers Compensation: L. Sayah has volunteered to work on a committee, along with two members of the Select Board to determine the Municipal Managers compensation for 2019

Smuggler's Notch Distillery / Farmer's Market Permit: Smuggler's Notch Distillery has been awarded a Farmer's Market permit allowing them the sale of spirits at the Farmer's Market in Waterbury. W. Shepeluk wanted the Commissioners to be aware of this as it would seem no permission from them is necessary. C. Lawrence will follow up with the market organizers and Vermont Liquor Control for more details of the permit and update the board

UDAG Loan – The Ice Center: W. Shepeluk updated the Commissioners on the progress of the additional \$200,000 UDAG loan with the Ice Center. The District requested and received a letter from the Community National Bank confirming the loan the Ice Center has with them will be re-amortized. **C. Parks made a motion to allow the amortization and the accrual of interest of the Utility District UDAG loan to the Ice Center to begin on May 15, 2019, waiving interest from April 29 – May 14, 2019. L. Sayah seconded the motion; a vote was held and passed unanimously.**

Minutes: C. Parks moved to approve the minutes of April 10, 2019 as written. L. Sayah seconded the motion; a vote was held and passed unanimously.

The next regularly scheduled meeting to be held on Wednesday June 12th 2019 at 4:30pm

Approved:

A handwritten signature in black ink, appearing to read "P. Howard". The signature is written in a cursive style with a large initial "P" and a long, sweeping underline.

Date:

A handwritten date in black ink, "June 12, 2019". The date is written in a cursive style with a large initial "J" and a long, sweeping underline.

**Edward Farrar Utility District
Commissioners Meeting**

Wednesday May 8, 2019
4:30 pm at Steele Community Room
28 North Main St
Waterbury VT

Agenda

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|---------|---|
| 4:30 pm | Opening |
| 4:30 pm | Consider any modifications to agenda |
| 4:31 pm | Public |
| 4:36 pm | Consider the solar Panel Proposal |
| 4:51 pm | Consider Motions for Annual Meeting |
| 5:05 pm | Consider funding for archeological contract |
| 5:15 pm | Consider Manager Compensation for 2019 |
| 5:25 pm | Minutes |
| 5:30 pm | Adjourn |

MONTHLY ALLOCATION REPORT FOR COMMISSIONERS
Applications received or pending in May 2019:

James Quinn
Quinn Properties II
Addition of Ion Science at the North Main Street location. Processed an invoice for 41 gpd; \$370.64

M&B Properties, LLC
Moe Lavanway
Double wide home located on Howard Avenue hooked up to water service due to a faulty well.
Processed an invoice for \$1,518.75 – paid in full

STILL PENDING:

Marc & Melissa Coviello
Lot #2 The Knolls
Waterbury Center
We received an application for hook up of a 3 bedroom home in the development off Guptil Road.
Processed an invoice for \$1,515.20

Cris Jones
Finlum LLC
30 Foundry Street
Waterbury
Change of use application to zoning prompted a review of the water & sewer allocation. This property is current over allocated having 600gpd and needing 135gpd. Letter has been sent to the owner advising them of options to keep or let go of allocations.

Silas Power
212 Blush Hill Road
Connect to Municipal Water Service
Mr. Power's is working to get easements from Dean Salvias as well as his legal team to draft a letter stating responsibilities of the water line.

John Kirby, 43 Randall Street has completed an application to convert his carriage house to a one bedroom apartment. This was billed on 11/2/2018 – no payment received at this time; a lien has been placed on the property.

Zen Barn, 179 Guptil Road LLC
Received application stating 2 x 2 bedroom apartments and 5 additional employees; no other changes. Processed an invoice in the amount of \$1,200

Central Vermont Medical Center sent a letter stating they wish to “give up” the allocation for the former Eagle Oil building. This has been completed

Tim Parks, 1 Lincoln Street sent in his payment for water & sewer allocation. Paid in full

Wastewater Progress Report

May 2019

• Process:

- CoMag process running well. Solids wasting from the process has now been changed from the continuous mode based on influent flow percentage to batch wasting based on 500 gallons per every 10,000 gallons. This change is appearing to reduce magnetite loss.
- Work on L2-4 lagoon motor VFD continues; fuses continue to blow. All other lagoon motors and Grid Bee circulators running well.
- Residuals: sludge testing continues. Total Leachate Characteristics Potential (TLCP) has been completed. PFOA testing on the sludge will begin this week. The goal will be to comingle the three WWTP waste stream sludges and to transfer contents to Canada through Englobe, for beneficial use.
- Moving forward to purchase the sludge pump removal barge and sled for periodic sludge removal from Lagoon #1 with objective to eliminate a full Lagoon cleanup.
- Monthly Flows April
Influent: 12.80MG,
Effluent: 12.30 MG
Precipitation: 7.00 inches

• Collection System:

- Recreation Building line replacement still on schedule for week of June 3rd. Man Hole has been purchased.
- Main St. project has begun. First MH structure installed at Park St. and 8 inch SDR 35 running south. MH structure passed air testing.
- Alec continues work on Sewer Ordinance
- Awaiting FOG letter from Municipal Manager to Restaurant owners.
- Collection System cleaning and TV work begins May 13

• Personnel

- Brandon Guyette has terminated his employment for the EFUD WWTP. The opened position is being advertised. Town Highway employee, Brad Roy has submitted an application and is beginning his second week of training at the WWTP. Brad has been working with the WTP and the WWTP part time, since 2011. His work ethic, education and previous laboratory experience facilitates his training.

• 2019 Projects:

- Main St. Project 2019 – 2021
- Recreation Building MH and building service Replacement
- Lagoon #1 Sludge Sled purchase and set up
- Sludge Disposal to Asbestos, Quebec+
- Raise Sludge Storage Bunker back wall begins in 2 weeks
- Repair existing catch basin drying bed walls, begins in 2 weeks
- Organic Capacity Study, Phase II to increase BOD capacity from 170 lbs./day – not started
- MPS Grit Removal Screen Project- Obtaining Quotes for 2020 Budget
- 2019 Collection system flushing, pump station cleaning, and TV work begins May 13th
- Man-hole repairs – On going
- SCADA drawing I/O mapping; Caustic injection - Hallam

MONTHLY Report April 2019

Items of Interest

Dam Bypass Open; Operating on Spring Water

Main Street Project

Marking all Valves / Curbstops in Vicinity of Work Zone

Hach Service Plan

Tap On – Hollow Road

Meter Reading

VOSHA Safety Course

Miscellaneous / Pool House

Chemical Deliveries

None

Maintenance

Regular

Water Sources Used

All Surface Sources Used

Sweet Wells

Flow Data

High Day

4/10/2019

269072 Gallons

Low Day

4/17/2019

239620 Gallons

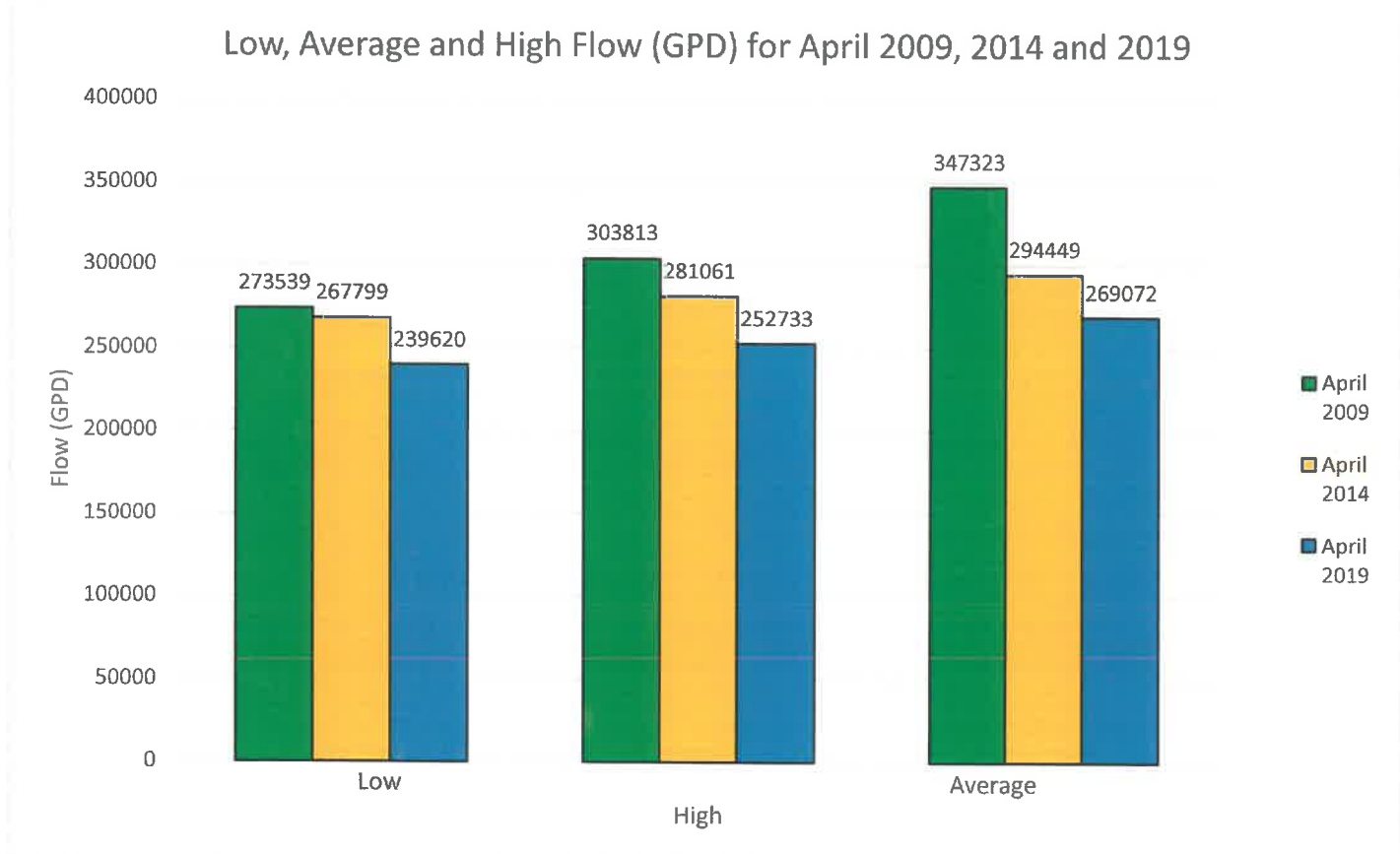
Average Day

252733 Gallons

Peak

4/5/2019

589 GPM



- Notes: Data collected from electronic records dating back to 2009

Summary

Near the beginning of April, we closed the collection lines at the dams and opened the bypasses. We did this due to several heavy rain events which stirred up a lot of sediment in the surface water, as well as to allow high flows to clear some collected debris out of the dams. Fortunately, with all of the snowmelt and high water tables, we have been able to operate the plant using only spring water for most of the month.

With the Main Street project beginning in earnest this month, we spent a lot of time carefully marking the water system in the affected area, including all curbstops, valve boxes, hydrant valves, etc. The ones which would need to be operated in the event of a break during construction were marked and tested to ensure they are in good working order.

Along similar lines, we met several times with the J.A. McDonald crew to coordinate scheduling and get an understanding of the scope of work coming up, as well as to walk the water system with them so that they are as familiar as possible with it while working on it or working around it.

We have also been working to get the Hach service plan on plant instruments going. The main slowdown on that front has been coordinating between Hach and the State of Vermont on the fluoride meters, because the state is able to cover the payments in support of the fluoridation program, but it gets a little tricky to coordinate paperwork and invoicing with a third party involved. That will be wrapping up very soon though, and we anticipate that will be finalized during the month of May.

There's some work being done at the pool building to prepare for summer. We've assisted on several fronts with that project, from turning on the water to the building, to moving equipment that was in the way of renovation work, to picking up and transporting toilets to be installed.

There was a new tap-on on Hollow Road in the Center in April. The Lavanway's tapped on after an issue with their well. This was an interesting one, as the connection was made after directional boring under the road. It all went smoothly, and they are now on the system as new customers.

Woody and Scott attended a VOSHA training in Essex which was very helpful in fine-tuning some procedures and systems in place surrounding safety issues. While we already do prioritize safety and feel that we do a very good job with it, the training did highlight a couple of things we'd like to add to our protocols, such as written evaluations of confined spaces detailing why we classify certain ones as permit required or exempt. Most of this stuff is simply an added layer of security on top of existing protocols, but seems like a great opportunity to expand upon them. Matt attended the same class in early May.

Finally, we spent much of the final week of April on spring meter reading. As usual, we enjoy this meter reading much more than the mid-winter meters. We anticipate the meters will be read by early May, and rereads finished by the middle of the month.

Sweet Wells were using during April; Well 1 was not. The Sweet Wells were used on 10 days with an average flow of ~180gpm for a total flow of ~1,935,000