

Edward Farrar Utility District  
December 9, 2020  
Minutes

Present: Commissioners: P.H. Flanders, L. Sayah, C. Parks, R. Finucane, all by Zoom;  
W. Shepeluk, B. Woodruff, K. Petrovic staff

Public: A. Johnson RW; A. Imhoff; J. Wulff; M. & I. Ewald; K. Martin

Chairperson Flanders called the meeting to order at 4:42 p.m.

**Public:** A big thank you for A. Johnson for all her work at R.W. – A. Johnson is moving on to work at the VT Council on Rural Development

**Update on UDAG Loans:** W. Shepeluk made a recommendation to the Commissioners regarding the suspension of UDAG loan payments. **R. Finucane made a motion to suspend principal and interest payments on existing UDAG loans until April 30, 2021 C. Parks seconded the motion; a vote was held and passed unanimously.**

**Consideration of UDAG Loans:**

**Perry Hill Partners:** W. Shepeluk reminded the Commissioners he had approached them at the last meeting regarding lending Perry Hill Partners, who are working to develop 28 Stowe Street, additional UDAG funds to assist in wrapping up their project. The Commissioners were in favor of considering additional funds. **L. Sayah made a motion to increase the loan to \$246,750, at no interest and with no payments until July 1, 2021. Beginning on June 1<sup>st</sup>, the interest rate will be set at 2%, amortized over 180 months (15 years). After 24 months past 6/1/21, the interest rate will rise to 3.5% or 1% above rate for 10-year bond issue by VMBB, whichever is less for 36 months. After 60 months past 6/1/21, the rate shall be set at 1% above rate for 10-year bond issue by VMBB, for the final 120 months of the term. The legal work will be at the expense of the borrowers. C. Parks seconded the motion; a vote was held and passed unanimously.**

**Beer Shepherd:** W. Shepeluk briefed the Commissioners on the new loan request--\$95,000 to be used to purchase a cooler and a refrigeration unit to be installed in 18,375 sf of space the company has leased from Lamberton/Malone at Pilgrim Park. **C. Parks moved to loan \$95,000 at 2%, amortized over 60 months (5 years), after 24 months, the interest rate will rise to .50% above the "Prime Rate" as published by the Wall Street Journal (12/8/2020 = 3.25%). The legal work will be at the expense of the borrowers and at their request, may be added to the balance of the loan. L. Sayah seconded the motion; a vote was held and passed unanimously.**

Commissioners agreed to move discussion of Operations of the Ice Center up in time to accommodate a member of the public in attendance.

**Discuss opportunity for EFUD input on Operations at The Ice Center:** W. Shepeluk explained that the Ice Center is a not-for-profit organization that provides services to the surrounding communities and the Harwood community. The Ice Center is currently closed and the Board has done what they can to keep expenses down. The Board has asked for more transparent communications with the community and perhaps there's an opportunity to have someone from EFUD serve on the Board; K. Martin from the Select Board was appointed earlier this week. W. Shepeluk stated that while the Ice Center is currently closed, the ice is in and they are in limbo. The purpose of having municipal officials on the Board is to

enhance communications and get connected. The Board is not asking for any funding at this time. L. Sayah offered to volunteer as the EFUD representative.

**Update on draft Wastewater Discharge permit:** B. Woodruff stated the deadline for comments was December 4, 2020. He reminded the Commissioners of the deadlines and terms that were offered and changed previously. The first draft permit was received in May, a delay – then an updated draft permit was received in September. Negotiations followed and the ammonium and metals testing were eliminated from the permit language. EFUD has objected to the W.E.T testing proposed in the most recent draft.

**Discussion on proposed new Sewer Ordinance:** A. Tuscany and staff have worked to draft an updated Sewer Ordinance. A discussion followed that included advertising and allowing public comment. **R. Finucane made a motion appointing The Times Argus as the Edward Farrar Utility District paper of record. C. Parks seconded the motion; a vote was held and passed unanimously.** P. Flanders has sent some comments to A. Tuscany regarding how the ordinance deals with disputes. These comments will be taken into consideration. Staff is asked to publish an overview of the ordinance and invite public comment. A public hearing is likely to take place in conjunction with the regularly scheduled February meeting.

**Update on Utility District staffing and Municipal Hours:** W. Shepeluk explained the current staffing at the Municipal Center; the Municipal Office is closed to the public and open by appointment only when necessary. This includes marriage licenses and land record research. Staff is doing all they can to assist the public remotely. Some staff are also working from home to lessen contact. The Library is closed but available for curbside pick up service. Our Town Public Works Department (Highway) has a split shift of 4 / 4 to minimize staff being in close contact with one another. Each week had 4 full time employees on staff with the other 4 on call for emergencies and snow storms. The Water and Wastewater Departments do not have the manpower for such an arrangement and have been awarded hazard pay.

**Monthly Reports:** B. Woodruff gave an update to the Commissioners on the Water and Wastewater Departments. Some discussion regarding staffing and licensing.

**Minutes:** L. Sayah made a motion to approve the minutes of October 14, 2020 as written. **R. Finucane seconded the motion; a vote was held and passed unanimously.**

**R. Finucane made a motion to adjourn, C. Parks seconded and passed unanimously.**

The next meeting of the Edward Farrar Utility District is scheduled to be held on January 13, 2021