

Edward Farrar Utility District
June 8, 2022
Minutes
Hybrid meeting held in person and by Zoom

Present in the Steele Community Room: Commissions: P. Flanders, L. Sayah, N. Sherman, R. Finucane, C. Parks; Staff, W. Shepeluk, C. Lawrence, B. Woodruff, S. Guyette, S. Lotspeich, K. Petrovic, A. Tuscany, P. Krolczyk, T. Millus; Public, J. Poitrus, R. Catchpaw,

Present by Zoom: Public, L. Scagliotti, A. Johnson, A. Imhoff

Chairperson Flanders called the meeting to order at 4:30

Approve Agenda: R. Finucane made a motion to approve amended agenda removing the Discussion on retirement of EFUD Clerk. C. Parks seconded the motion; a vote was held and passed unanimously.

Public: No comment

Elect Chair, Vice Chair and Secretary, Appoint District Clerk & Treasurer: R. Finucane nominated P. Flanders as Chair of the Edward Farrar Utility District; N. Sherman seconded the motion; R. Finucane made a motion to close nominations, N. Sherman seconded; a vote was held and passed unanimously.

N. Sherman nominated R. Finucane as Vice Chair; C. Parks seconded the motion; a vote was held and passed unanimously.

R. Finucane made a motion to appoint N. Sherman as Secretary; L. Sayah seconded the motion; a vote was held and passed unanimously.

R. Finucane made a motion to appoint C. Lawrence as District Clerk & Treasurer; N. Sherman seconded the motion; a vote was held and passed unanimously.

Introduction of wastewater staff and de briefing of EPA- ANR Awards ceremony on Friday: P. Krolczyk introduced the new staff members of the wastewater treatment plant. M. Jones was not in attendance but was spoken very highly of. T. Millus was hired in May 2022 and is excelling at learning the plant operations. P. Flanders presented P. Krolczyk with a card thanking him for his years of service to the district. In appreciation and acknowledgement of his retirement the wastewater treatment plant will be named the *Pete Krolczyk Waste Water Facility*.



Discussion with Duxbury Moretown Fire District: J. Poitrus and R. Catchpaw were in attendance to see if the district is willing to take over the DMFD#1. J. Poitrus has moved out of the area and can no longer serve on their board. They have been unable to recruit new board members and the existing two no longer want to serve. J. Poitrus stated there are no outstanding liabilities to and approximately \$84,000 in the checking account at this time. W. Shepeluk stated he spoke to an attorney and there are two options – Option 1 EFUD enters into an agreement with DMFD#1 allowing for DMFD#1 to turn over all their assets and the users are absorbed into the EFUD District outside the District boundaries. Those users will not have any voting powers in the district. Option 2 EFUD would seek legislature approval to increase the district boundaries of EFUD allowing for voting powers for the users of the DMFD#1. **R. Finucane moved to authorize the District Manager to work with DMFD#1 to form a plan to absorb their customers into the EFUD district, option 1. C. Parks seconded the motion; a vote was held and passed unanimously.**

Discussion on results of EFUD Annual Meeting: P. Flanders reviewed the voting results of the Annual Meeting. B. Shepeluk updated the Commissioners on his talks with Don & Patricia Peck.

Update on projects, Water Regulations, high strength waste regulations: B. Woodruff updated the Commissioners on the many projects in development. There are hurdles on the Route 100 water line install so the “cross country” option is being explored. The most likely project to see completed is the Ashford Lane upgrade. A. Tuscany has nearly completed the final draft of the new water ordinance. This should be ready by the July meeting. A. Tuscany is working on BOD surcharge recommendations.

Discussion on Ice Center NOAV: P. Flanders read an email received by J. Siegel at the Ice Center stating among other things C. Barber has stepped down from their board and Angela Wells & Chris Noyes have been appointed.

The Commissioners would like W. Shepeluk to calculate what the NOAV fine to the Ice Center should be, taking into consideration the leak was under control before the tower replacement, in order for them to settle.

Update on Manager search, salary range, job description, other options: P. Flanders updated the Commissioners on the Search Committee's work. There was a question raised as to whether the position should be advertised as one (Town and EFUD) or separate. The consensus is that it should be advertised as one position. The Search Committee is hoping to begin advertising by July 4, 2022. The 5 key EFUD issues to be addressed in the near future are: DMFD#1, Rate Structure, Recreational Use in the waterworks, 51 South Main Street and infrastructure improvements.

Update Status of UDAG Loans: W. Shepeluk asked the Commissions to consider allowing him to renegotiate the UDAG loans that have been suspended as a result COVID (for the purpose of this request the following UDAG loans are NOT being considered: The Ice Center, The Beer Shepherd and Perry Hill Partners) W. Shepeluk would like permission to make extensions to the loan terms up to 24 months, interest rates of approximately 2%, continue with principal only payments for the next 6 months and a 1st payment date of August 1, 2022. **L. Sayah made a motion allowing the manager to renegotiate loans as described above. C. Parks seconded the motion; a vote was held and passed unanimously.**

Consider Conflict of Interest Policy and Rules of Procedures: R. Finucane made a motion to approve the Conflict-of-Interest Policy and Rules of Procedures, L. Sayah seconded the motion; a vote was held and passed unanimously.

Authorize Confirmation of EFUD Retirement Obligation with VMERS: N. Sherman made a motion to allow District Manager W. Shepeluk to sign the letter authorizing Sullivan Powers & Company to work with VMERS for the purpose of an audit. R. Finucane seconded the motion; a vote was held and passed unanimously.

Consider Minutes of meeting April 7, April 18, and May 3, 2022: L. Sayah made a motion to approve the minutes of April 7, 2022, April 18, 2022 and May 3, 2022. R. Finucane seconded the motion; a vote was held and passed unanimously.

N. Sherman moved to find that general public knowledge of the details of pending litigation involving the Edward Farrar Utility District would clearly place the district at a substantial disadvantage. R. Finucane seconded the motion; a vote was held and passed unanimously.

N. Sherman moved to enter into executive session to consider pending litigation involving the related confidential attorney-client communications made for the purpose of providing legal

advice to the Edward Farrar Utility District and W. Shepeluk and B. Woodruff were invited to join them. R. Finucane seconded the motion; a vote was held and passed unanimously.

N. Sherman moved to enter into executive session for the purpose of evaluating a public employee and W. Shepeluk and B. Woodruff were invited to join them. R. Finucane seconded the motion; a vote was held and passed unanimously.

The Commissioners exited Executive Session at 7:43pm; no action was taken

Meeting adjourned

The next meeting of the Edward Farrar Utility District is scheduled Wednesday July 13, 2022