

**Edward Farrar Utility District**  
**January 11, 2023**  
**4:30 P.M.**  
**Minutes**

Present in the Steele Community Room: L. Sayah, R. Finucane, C. Parks, N. Sherman; Commissioners. B. Woodruff, T. Leitz, A. Tuscany, D Calle, K. Ryan, K. Guyette; staff. Members of the public attending: B. Musson, M. Bradley; Redstart Natural Resource Management.

Present via Zoom: P.H. Flanders, T. Sweet.

**Chairperson Flanders called the meeting to order at 4:34 P.M.**

**Approve Agenda:** P.H. Flanders asked to add an executive session after the discussion about the revised Water Regulations. **R Finucane made a motion to approve the amended agenda; N. Sherman seconded the motion; a vote was held and passed unanimously.**

**Introduction of new Water Treatment Staff:** The Board was introduced to Kenny Ryan & Kyle Guyette, our new water operators. Both started the Monday after Thanksgiving and have been a great addition to the Department. Kyle and Kenny will both start their water class in February. Kenny will also start his wastewater class this month.

**Meet possible replacement Forester Bill Musson of Redstart:** The Board was introduced to Bill Musson & Markus Bradley from Redstart Natural Resource Management as potential Forestry Consultants since Tom Sweet is retiring.

**Department Reports** – attached to these minutes.

**Consider adoption of the revised Water Regulations and amended Sewer Regulations:** A. Tuscany reviewed the amends to the Water Ordinance including the Allocation Application. Most of the changes made to the previous set of regulations were attorney driven. The amended documents have also been updated so that the DMFD clients are included and are bound by these regulations. P.H Flanders raised the question on whether EFUD needs to give 30-day public notice prior to adopting regulations. Tom Leitz confirmed it is a legal requirement.

**C. Parks made a motion to accept and move forward with the public adoption process of the revised water & sewer ordinances as presented. R. Finucane seconded the motion; a vote was held and passed unanimously.**

**N. Sherman made a motion to enter executive session to discuss a matter related to a pending litigation. W. Woodruff, T. Leitz, A. Tuscany and D. Calle were invited to stay. R. Finucane seconded the motion; a vote was held and passed unanimously.**

**Consider procedures for Revolving Loan Fund review committee:** T. Leitz asked feedback on the makeup and terms of the committee. The committee is composed by the EFUD manager, 3 Revitalizing Waterbury members and 1 at large member. Four of these members would be under term. The Board agreed with T. Leitz in having a member under 1 year term, a member

under 2-year term and 2 members under 3-year terms. T. Leitz will finalize the UDAG loan procedures and present them to the Board for approval next meeting.

**Update on Duxbury Moretown transfer to EFUD:** T. Leitz had had a meeting with the attorneys and they had communicated that the only way to dissolve the Fire District is thru legislation. Our attorneys will reach out to the Waterbury representatives and work with them in order to write and pass this bill effectively dissolving the Duxbury Moretown Fire District.

**Update on Downstreet transfer of 51 So Main:** T. Leitz told the board that 51 Main has just completed an environmental assessment and there hasn't been any other action. They are working on securing financing. The transfer will probably not be completed for another year.

**Update on Community Recovery and Revitalization Grant application:** T. Leitz met with Abby Sherman, who is the head of the Economic Progress Council and the grant reviewer. Since it is a new program, they have no idea on how many applications they will receive and the amounts. We will submit within a week. At the same time, T. Leitz and W. Woodruff met with Misty Sinsigalli with the USDA and discussed a funding program. Both the State and the USDA are aware that without funding the Route 100 project will not come to fruition.

**Consider deed for transfer of 40-acre parcel on River Road to the Town:** R. Finucane made a motion to authorize signing of the deed and transferring the 40-acre parcel to the town of Waterbury. C. Parks seconded the motion; a vote was held and passed unanimously.

**Update on proposed water & sewer rates:** T. Leitz gave a report regarding the deficit position of both the water and sewer funds for 2022. At the February meeting T. Leitz will present a proposed 2023 budget along with the proposed increases. He also mentioned the need of replacing the roof on the water plant and some water lines in Blush Hill as well. Skip Flanders asked about costs associated with upgrading the SCADA system. T. Leitz did not know the cost offhand, but would report that back to the Commissioners and ensure the cost is incorporated into the upcoming budget.

**Consider Minutes for December 14<sup>th</sup> 2022 meeting:** R. Finucane made a motion to approve the minutes of December 14<sup>th</sup> 2022 meeting as written. N. Sherman seconded the motion; a vote was held and passed unanimously.

R. Finucane made a motion, seconded by C. Parks to adjourn the meeting at 6:29p.m. The motion was approved and the meeting adjourned.

The next meeting of the Edward Farrar Utility District is scheduled for Wednesday February 8<sup>th</sup>, 2023 at 4:30 p.m.

# Wastewater Progress Report

## December 2022

### • Process and Operations:

- Process running well and meeting permit limits.
- Dry polymer for CoMag- jar tested new polymer, due to needing pallet this year. Performed well in jar test, have a bag to run in plant to see real performance.
- Multiple VFD issues for lagoon 1 aerators 4,6.
- VFD failure for recycle pump 2. Did not have spare, received price and will order 2
- WIN911 call out needs to be upgraded, due to age of SCADA computer and software upgrade is needed
- December 2022 Avg. Flows:
  - Influent: .174 MGD
  - Effluent: .325 MGD
  - Precipitation: 7.02 inches/month
  - Avg. Days/month = 16

### • Collection System:

- Lincoln St pump station- was receiving high flows, found some infiltration from road and ditch storm water entering from manhole in front of pump station. In spring will address ditching.
- Lincoln St pump station- going to change impeller from 3.5" to 4.5". will help keep pump runtimes down and allow for more consistent run time between both pumps.
- Manosh collection jetting, TV, MPS cleaning scheduled for 2023

### • Office & Personnel

- Toni Millus Starting wastewater class in January
- Matt Jones passed water test, need to get more time at water plant to obtain license
- Monday morning meetings continue to happen with Pete.

### • 2022 Projects List

- Weston and Sampson Sludge storage feasibility study- In progress
- Chemical Bulk Storage Valve Replacement completed
- Stowe St. paving and man hole remediation- Completed

# Waterbury Water Monthly Report Dec. 2021

## Items of Interest

Sampling

Maintenance

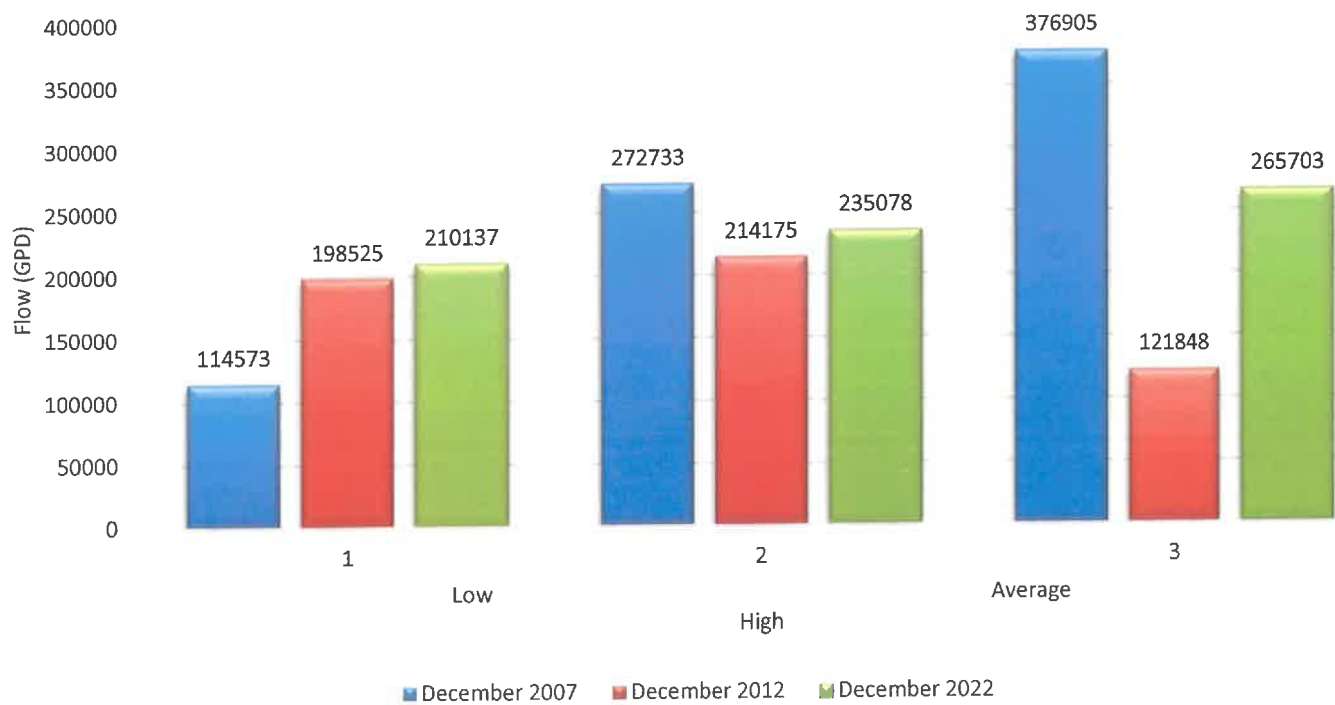
Weather

Personnel

## Flow Data

High Day	Low Day	Average Day	Peak Flow
12/28/2022	12/25/2022		11/2/2021
265703 Gallons	210137 Gallons	235078 Gallons	834 GPM

Low, Average and High Flow (GPD) for December 2007, 2012 and 2022



## **Sampling**

All Seven monthly coliform samples were submitted and came back favorable. The weekly fluoride samples were sent to the state lab.

## **Maintenance**

Regular maintenance of the water treatment facility will continue as well as an ongoing effort to organize and present a professional working environment. The radio connection between the old treatment plant and our SCADA system has been reconnected. Cameras have been installed at the treatment facility to improve onsite security. A new weather station has been installed. In the near future the weather station will automatically log and stream local weather to the internet. The water departments Kubota tractor was transported to Champlain Valley Equipment for a hydraulic leak and a preventative maintenance service. The tractor has been transported back with the necessary repairs completed.

## **Weather**

Throughout December 23<sup>rd</sup> and 24<sup>th</sup> the town experience high winds and fluctuating temperatures. Temperatures during those two days went from a high of 47°F to a low of 8°F. Nearby weather stations showed wind gusts as high as 32 mph. During the course of the weekend the treatment facility lost power and used the generator for approximately 30 hours. The generator ran without interruption and with no noticeable issues.

## **Personnel**

As of November 28<sup>th</sup>, Kyle Guyette and Kenny Ryan have taken over limited operations at the water treatment facility. Kenny Ryan will begin wastewater treatment classes beginning the month of January. Kyle and Kenny will begin water treatment classes beginning in February. They have both spent some time learning about the water treatment process. Over the coming months they will continue working towards providing the highest quality water to users of this utility district.

We would like to wish all the commissioners a happy new year as we look forward to what's coming in 2023!