

**Edward Farrar Utility District**  
**Thursday April 6th, 2023**  
**4:30 P.M.**  
**Minutes**

Present in the Steele Community Room: P.H. Flanders, L. Sayah, C. Parks, R. Finucane, N. Sherman; Commissioners. B. Woodruff, T. Leitz, D. Calle; staff. Members of the public present: Lisa Scagliotti.

**Chairperson Flanders called the meeting to order at 4:32 P.M.**

**Approve Agenda:** P.H. Flanders proposed to modify the agenda by removing two topics of the agenda: the Property Management Fund discussion and the Billing grace period discussion and postpone them for a later date. **C. Parks made a motion to approve the amended agenda; R. Finucane seconded the motion; a vote was held and passed unanimously.**

**Department Reports:** attached to these minutes. B. Woodruff mentioned that the wastewater plant had had their annual inspection and it went very well.

**Consider Bond Vote for Waterline project:** The estimate for the project has been updated therefore the bond vote amount has been increased accordingly to \$750,000. T. Leitz proposes a 20 year bond, and depending on the interest rate the annual amount would be around \$60,000. Contractors are booked up for the summer for the most part, but they would be ready in the fall for this project.

**Approve Warning for Annual Meeting:** A public information meeting will be held in person and by Zoom, to allow for questions and discussions on annual meeting matters, on Thursday May 4<sup>th</sup>, 2023 at 7:00 p.m. **R. Finucane moved to approve the warning for the annual meeting with minor edit changes. C. Parks seconded the motion; a vote was held and passed unanimously.**

**Approve Budget and consider revision to water and sewer rates:** T. Leitz proposed an increase of 15% for water rates and base charges. **N. Sherman made a motion to approve the Water budget as proposed at \$2,191,819; R. Finucane seconded the motion. A vote was held and passed unanimously.**

T. Leitz proposed an increase of 17% for sewer rates and base charges. In last year's budget there was 150,000 for a sludge management study which has not begun but that it will be postponed indefinitely. B. Woodruff informed the board that the estimate for the study kept escalating. It is probably a good idea to delayed the study while the new operators get up to speed on and see if they have the same issues that we had in the past. T. Leitz informed the board that he has included a line in the Sewer budget named "Contribution to fund Balance" for \$100,000 in order to rebuild the Sewer fund. **N. Sherman made a motion to approve the Sewer budget as proposed at \$1,046,813; R. Finucane seconded the motion. A vote was held and passed unanimously.**

**R. Finucane moved to find that premature general public knowledge regarding pending litigation would clearly place the District at a substantial disadvantage by potentially disclosing litigation strategy and issues to the opposing party. C. Parks seconded the motion, a vote was held and passed unanimously.**

**R. Finucane moved to enter executive session to consider pending civil litigation to which EFUD is a party specifically the lawsuit involving Glenn Andersen. C. Parks seconded the motion, a vote was held and passed unanimously.**

**At 5:10 p.m., the Board entered Executive session. At 5:25 p.m. the Board reentered open session.**

**Consider propose settlement of Anderson Lawsuit:**

**N. Sherman made a motion to approve the term sheet dated March 29<sup>th</sup>, 2023 between EFUD and Mr. Anderson with the terms of settlement of the lawsuit; R Finucane seconded the motion. A vote was held and passed unanimously.**

**UDAG Loan Stone's Throw Pizza:** T. Leitz updated the board on this particular loan. Stone's Throw Pizza is requesting a loan from EFUD. They have other 3 locations in Vermont and they anticipate that the Waterbury restaurant will produce a million dollars in annual sales. The Loan committee met twice about this and recommended \$100,00 loan, 5-year term, at a 5% rate. **R. Finucane made a motion to authorize the loan and terms. N. Sherman seconded it, a vote has held and passed unanimously.**

**Discussion of Employees Handbook:** T. Leitz informed the board about the updated employee handbook. There will be some enhanced benefits regarding time off, public holidays, adding vision and dental insurance among other changes. T. Leitz is meeting with all employees in separate smaller groups to discuss these changes and address any concerns that might come up.

**Consider Minutes for March 8<sup>th</sup> 2023 meeting: N. Sherman made a motion to approve the minutes of March 8<sup>th</sup> 2023 meeting as written. L. Sayah seconded the motion; a vote was held and passed unanimously.**

N. Sherman made a motion, seconded by L. Sayah to adjourn the meeting at 6:07 p.m. The motion was approved and the meeting adjourned.

The next meeting of the Edward Farrar Utility District is the annual meeting and it is scheduled for Wednesday May 10<sup>th</sup>, 2023 at 7:30 p.m.

# Waterbury Water Monthly Report March 2023

## Items of Interest

Sampling

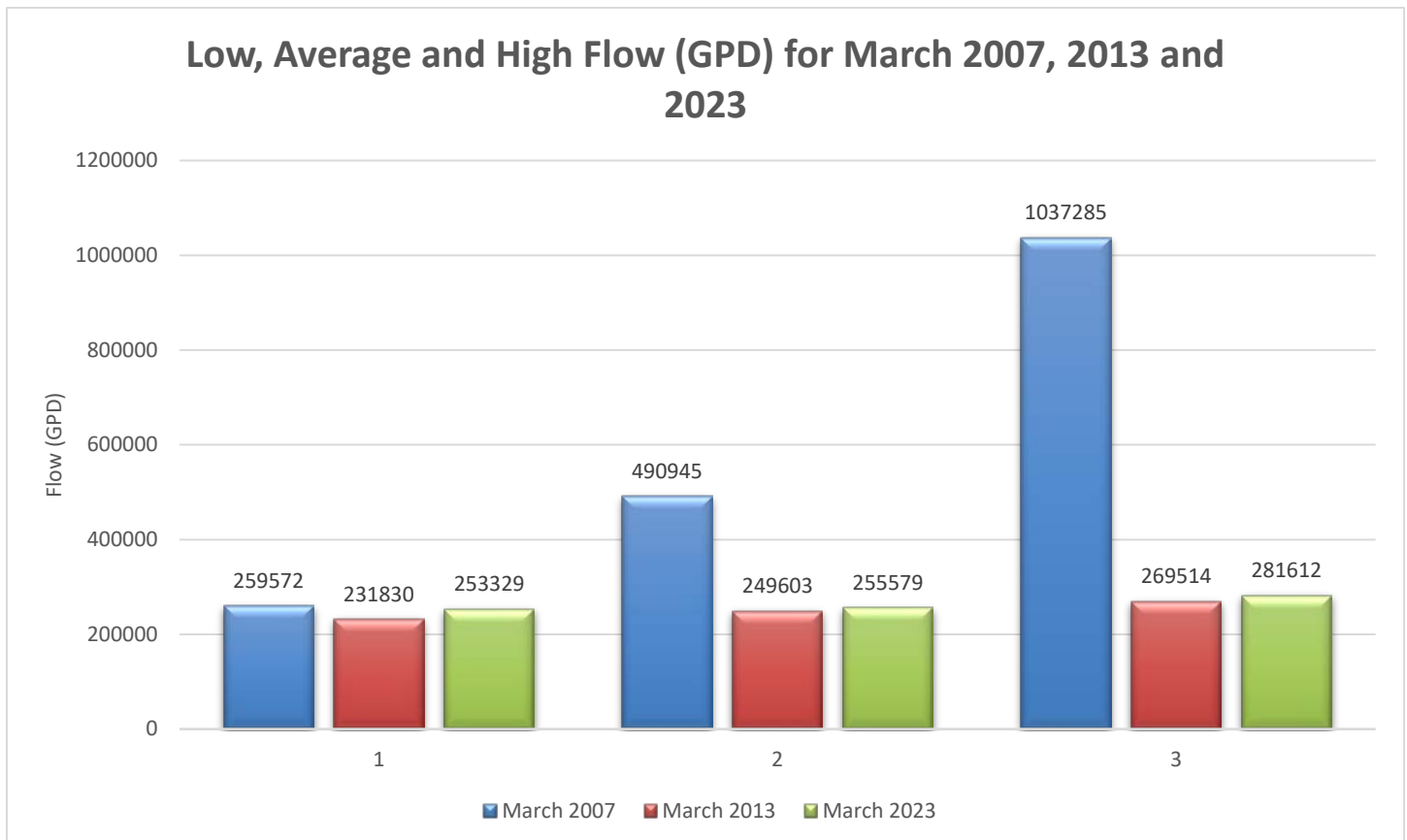
Maintenance

Weather

Personnel

## Flow Data

High Day	Low Day	Average Day	Peak Flow
3/28/2023	2/11/2023		3/28/2023
281612 Gallons	253329 Gallons	255579 Gallons	719 GPM



## **Sampling**

All Seven monthly coliform samples were submitted and came back favorable. The weekly fluoride samples were sent to the state lab. All Fluoride samples came back from the state within the required range of .7 to 1.0 mg/L. The USEPA sent PFAS and PFOA sampling kits for testing of both the treatment facility and the wells. Those tests have been conducted and sent back to the USEPA for analysis.

## **Maintenance**

During the month of March maintenance of the treatment facility as well as the distribution system has taken up much of the operator's time. Two water meters were delivered to a new duplex in Waterbury Center. Five faulty water meters have been replaced at various locations throughout our system. Three water meter wiring issues were also resolved at three separate locations. There are more meters that need to be replaced. Due to ongoing supply chain issues new water meters are currently 40 weeks out and due to those wait time we cannot be put onto a waiting list for new meters at this time. We are currently pursuing alternate suppliers for water meters due to these challenges. Alliance Mechanical replaced contactors in the subpanel that sends power to our blowers. They did determine that those parts needed to be replaced due to their service life. But the blower issue has not been resolved with the replacement of those parts. An order of coagulant has been ordered and delivered to the treatment plant from Holland Company. The operators are also continuing with ongoing maintenance of the treatment facility.

## **Weather**

During the month of March, we have had a high temp. of 51°F and a low of 10°F. The high temps did spike turbidity to the treatment plant for a day but did not affect operations. The storms that we have had caused some intermittent power issues. These power issues also did not affect the overall operations of the treatment plant.

## **Personnel**

The Water operators continue to study for their upcoming exams. Kenny has completed his wastewater courses and hopes to test for his class 2 wastewater license soon. Kyle and Kenny will complete their water course this month.

# Wastewater Progress Report

## March 2023

- **Process and Operations:**

- Process running well and meeting permit limits.
- Inspection with Dept of Environmental Conservation, waiting for official letter back.
- Performed annual proficiency testing, all parameters had acceptable results.
- Multiple short duration power outages, plant continued to run well under emergency power.
- LWR completed annual PM on CoMag equipment, Pump station PM will occur in spring.
- New VFD installed for recycle pump 2. Went through to asses need of other spare VFD's. Will order spares due to long lead times.
- March 2023 Avg. Flows:
  - Influent: .187 MGD
  - Effluent: .329 MGD
  - Precipitation:4.76 inches/month
  - Operating days/month = 16

- **Collection System:**

- Lincoln St pump station- repaired pump installed with new impeller, seals, bearings. Drawdown measured 40 GPM flow.
- In spring will install markers for cross country manholes.
- New spare manhole frames and covers ordered lead time about a month.

- **Office & Personnel**

- Tony scheduled to sit for grade 2DM exam 4/13/23
- Kenny working with OPR to sit for exam.

- **2023 Projects List**

- Weston and Sampson Sludge storage feasibility study- on hold
- SCADA upgrade- Started- scheduled completion May 2023