

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 4th, 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 29th, 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 8th 2023 meeting: N. Sherman made a motion to approve the minutes of March 8th 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 10th, 2023 at 7:30 p.m.