

**Edward Farrar Utility District
Wednesday June 14th, 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; staff. Members of the public present: A. Imhoff, A. Tuscany
Member of the public via Zoom: T. Sweet

Chairperson Flanders called the meeting to order at 4:30 P.M.

Approve Agenda: No modifications proposed. **C. Parks made a motion to approve the amended agenda; R. Finucane seconded the motion; a vote was held and passed unanimously.**

Discussion on proposal to receive treated septage at WWTF: A couple of months ago T. Leitz & B. Woodruff had met with a developer who plans to build a small wastewater treatment facility for residential septage and was asking to secure a sewer allocation from EFUD. Discussion followed and the board decided that they would like to see them move further in the process with the state permit along with the design information. **C. Parks moved to have the Town Municipal Manager and Public Works Director send a letter to the potential applicant addressing the Board's concerns at this point and the Board would continue work with him as long as they receive more information. R. Finucane seconded the motion; a vote was held and passed unanimously.**

Discussion on replacement Forestry consultant: B. Woodruff explained that we needed to the hiring of Red Star needs to be formalized. T. Sweet provided Red Star all the information regarding EFUD. He also let the Board know that while he didn't have any contract with EFUD while serving but that it might be a good idea moving forward to request a management agreement. **R. Finucane made a motion to appoint Red Star Forestry Consultants as the managing consultant for EFUD's forestry property and the Town staff will work with them to enter into a forestry management agreement. C. Parks seconded the motion; a vote was held and passed unanimously.**

Update on Stevens Spring water source: B. Woodruff let the Board know that everything is ironed out now and we are in good terms with our neighbors. The easement areas have been defined; and Public Works has identified the work needed, such as re-grading. Grenier has done the survey for this property and put all the markers in

Department Reports: attached to these minutes.

Update on water line replacement project and Rt. 100 extension: B. Woodruff informed the Board that while the water line replacement project is running a bit behind, they are hopeful it will still be ready by the fall. Regarding the Rt 100 extension project, there was a meeting on June 15th with Stantec and all the preliminary steps are on track however there are a couple of

hiccups since their lead designer/manager is stepping down. The estimate for this project is under 3 million dollars. Town still waiting to hear on State and Federal grants. We are hoping this project can have a start date somewhere on 2024.

Discussion of Employees Handbook adoption: T. Leitz brought the updated employee handbook and asked the EFUD Board to adopt it. **R. Finucane made a motion to approve the Employee Handbook with minor changes. N. Sherman seconded the motion; a vote was held and passed unanimously.**

Discussion on Grace period for Water and Sewer bills: P. Flanders informed the Board that he had met with the Town Manager and the Utility Billing Clerk. The EFUD Board agreed that the 10-day grace period should only be applied to the first bill of the quarter. **R. Finucane made a motion to approve the 10-day grace period to be applied only to the first bill of each quarter and all subsequent bills will be due exactly on their due date. C. Parks seconded the motion; a vote was held and passed unanimously.**

Update and discussion on former DMFD customer rates: T. Leitz informed the Board that the bill to dissolve DMFD finally passed. DMFD had an operational fee from EFUD, \$25.00 a quarter for residential accounts and \$45.00 a quarter for commercial accounts. The fee is going away when they join EFUD. However, they are extra-territorial costumers, therefore T. Leitz asked the board to send him ideas about their potential rate increase.

Discussion on UDAG Loan funds: T. Leitz informed the Board that the loan that the Ice Center currently has, doesn't have a payment due till September 2027 and there is no interest accruing right now. T. Leitz is asking permission from the Board to offer the Ice Center a new proposal. **R. Finucane made a motion to authorize the Town Manager to negotiate with the Ice Center wherein any funds paid are credited at a rate of \$1.20 for every dollar of payment maid and see what money can be raise for the UDAG fund. This offer should be in place until September 2024. N. Sherman seconded the motion; a vote was held and passed unanimously.**

Consider the minutes from April 6th, May 4th and the Annual meeting: **R. Finucane made a motion to approve the minutes of April 6th, May 4th and the Annual meeting as written. C. Parks seconded the motion; a vote was held and passed unanimously.**

Discussion on usage of trails near the Waterworks: T. Leitz informed the Board that Public Works is concerned about the usage of the trails on the Waterworks. These trails are not formalized, as they just organically happened. T. Leitz has a meeting with WATA on the night of June 16th.

R. Finucane made a motion, seconded by C. Parks to adjourn the meeting at 6:37 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 July 12th, 2023 at 7:30 p.m.

Wastewater Progress Report

May 2023

- **Process and Operations:**

- Process running well and meeting permit limits.
- Inspection with Dept of Environmental Conservation, received “Excellent” rating. Minor required corrective actions have been addressed and corrected.
- Englobe is scheduled to begin hauling sludge 6/15/23
- 4/25/23 SCADA failure resulting in a partial treated undisinfected discharge of approximately 150,000 gallons
- 5/11/23 New SCADA computers were installed and operational, making some minor adjustments.
- 2 VFD failures for aerators. Failures believed to be caused by grounding issues. VFD’s may also have been at the end-of-life cycle.
- May 2023 Avg. Flows:
 - Influent: .196 MGD
 - Effluent: .382 MGD
 - Precipitation: 1.52 inches/month
 - Operating days/month = 15

- **Collection System:**

- Manosh began semi annual line jetting. 2 separate manholes had significant rag blockages.
- Park Row West has significant rag buildup multiple times per year. When the road is scheduled to be pave possibly replace the line and manhole 52A.
- 5/21/23 received a call that the light and alarm were on at the Grandview Pump Station. Matt and Tony were able to pump the station down with a trash pump to get by until Tuesday when a contractor could come address the issue. Found a separated pipe from the pump to the force main.

- **Office & Personnel**

- Tony needs to reschedule exam
- Kenny passed test now working on getting hours for license
- Matt is working on hours for water license

- **2023 Projects List**

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

Waterbury Water Monthly Report's April & May 2023

Items of Interest

Sampling

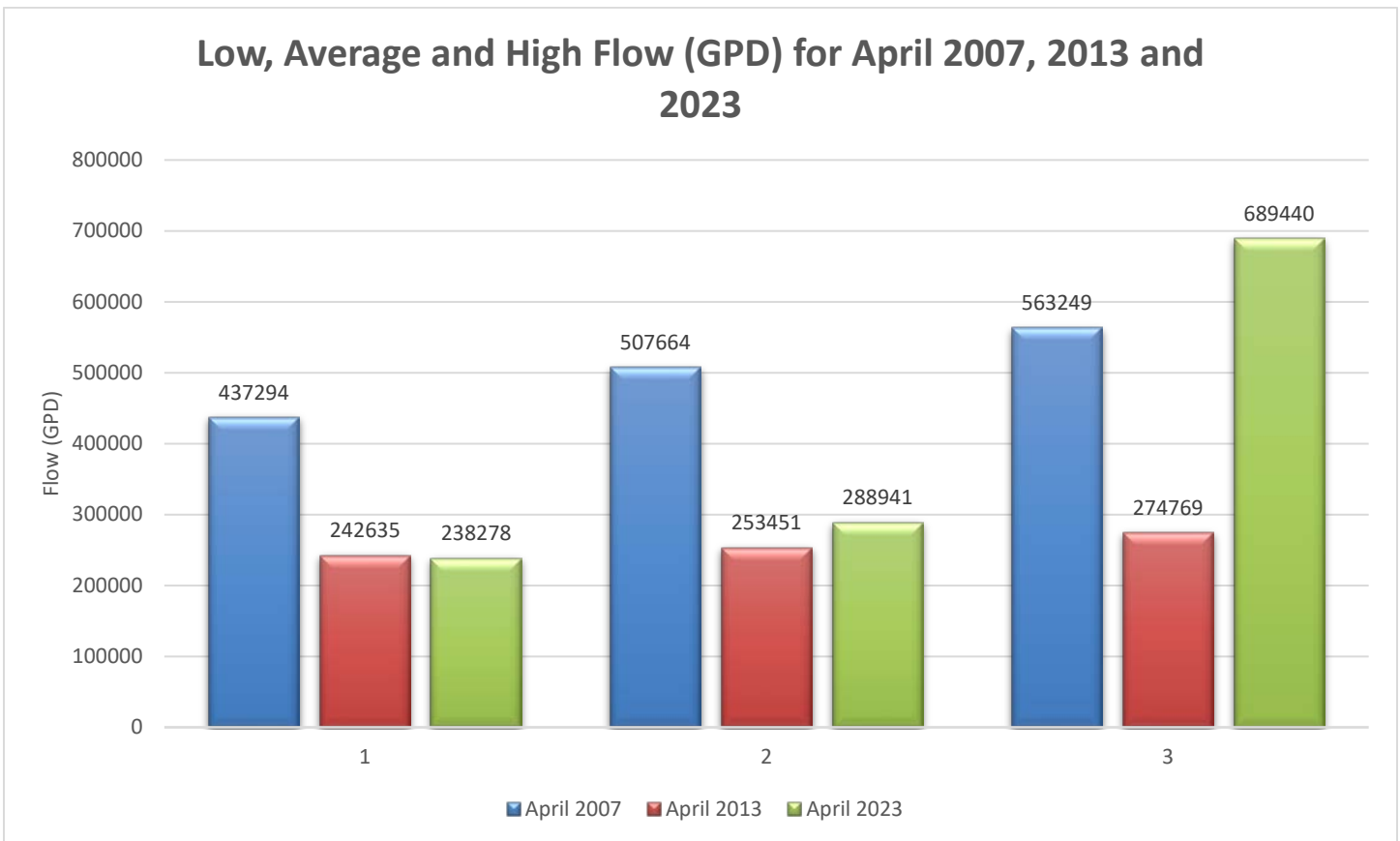
Maintenance

Weather

Personnel

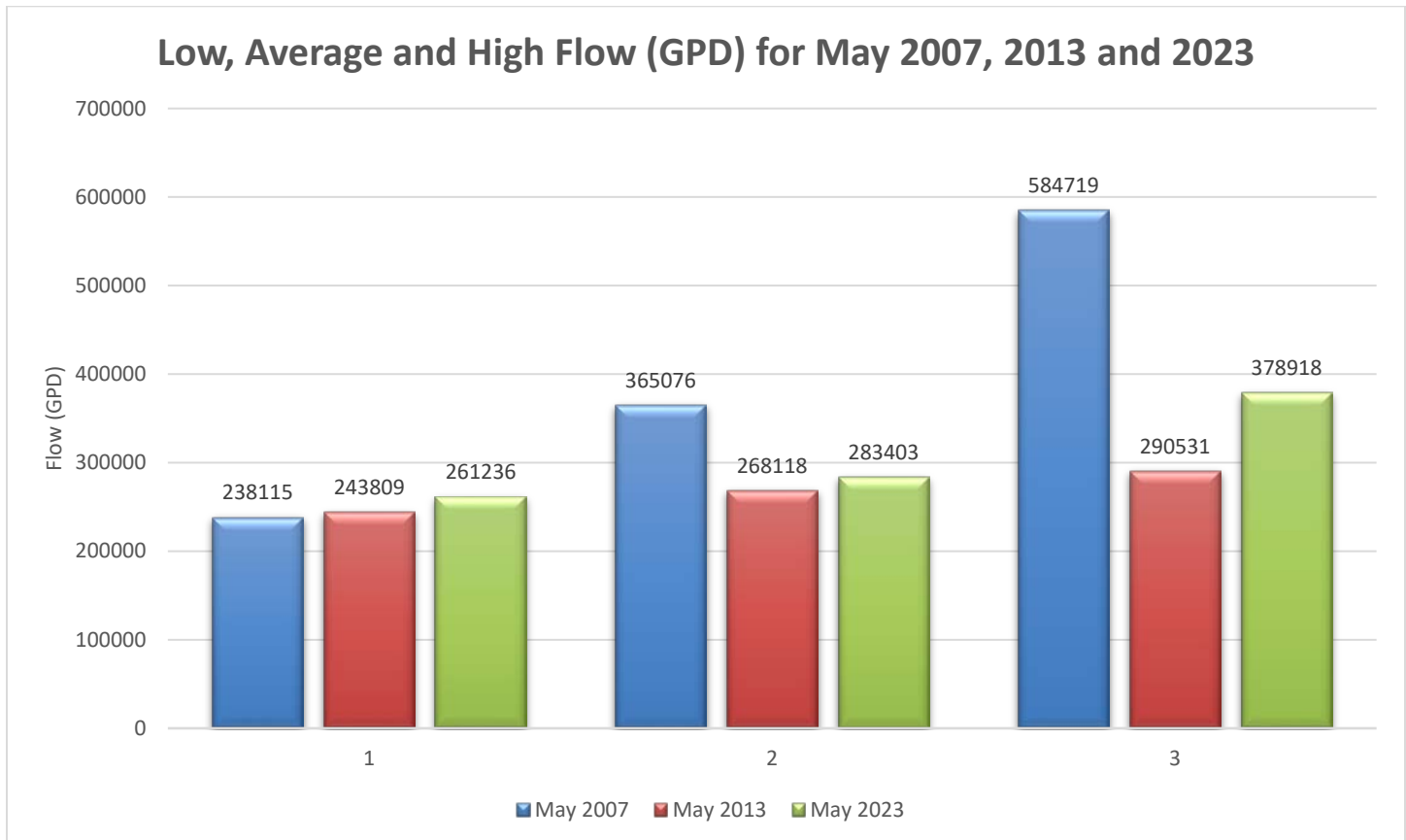
Flow Data - April

High Day	Low Day	Average Day	Peak Flow
4/11/2023	4/13/2023		4/11/2023
689440 Gallons	238278 Gallons	288941 Gallons	1800 GPM



Flow Data - May

High Day	Low Day	Average Day	Peak Flow
5/31/2023	5/2/2023		5/31/2023
378918 Gallons	261236 Gallons	283403 Gallons	536 GPM



Sampling

All Seven monthly coliform samples were submitted and came back favorable for both April and May. The weekly fluoride samples were sent to the state lab. During the month of May PFAS testing was conducted at the treatment plant, and the well field. Those tests have not come back yet.

Maintenance

April

The month of April brought the new water operators their first water main break. As we know a water main break is an event that we would all like to avoid. But the reality is they do occasionally happen and this was a great opportunity for the new water operators to see and understand what the process is to fix a water main break. The Water Department with assistance from the Wastewater, and Highway Department was able locate, isolate, and

oversee repairs that were needed to the section of pipe on the corner of Howard Ave., and Route 100. A full report along with pictures of the event has been added to the end of this report. Although the water main break was the most challenging event in April other maintenance to our water system continued as well. The dams, vaults, and Old Filter building were all cleaned out at the beginning of the month. A hydrant on Lakeview Ter. was flushed due to water quality issues that arose after the main break. Towards the end of April meter readings were complete with assistance from the Wastewater Department.

May

While turning on water to the Waterbury Center State Park the 2-inch curb stop knob broke which meant that curb stop needed to be replaced. The repairs for that curb stop were completed on May 30th. Mowing and downed tree removal at various water system properties began for the season. The water operators met with Scotty Guyette to get a rundown on pool operations and maintenance. Kyle spent a considerable amount of time working on fixing holes and preparing to fill the pool for the season. Chlorine and diatomaceous earth have been delivered to the pool. The water operators have begun filling the pool. Kenny worked with Matt Jones to learn the daily rounds and operation of the wastewater plant.

Weather

During the month of April, we had a high temp. of 87°F and a low of 24°F. In May, we had a high temp. of 89°F and a low of 29°F. The warmer weather did cause normal spring runoff treatment plant issue for a few days in April but due to the overall mild winter those issues were short lived. The treatment plant is benefiting from the warm weather. There were no significant weather-related issues over the past two months.

Personnel

Over the past two months the water operators have been busy studying and testing for their water and wastewater exams. During the month of April, Kenny took and passed his class 2 wastewater operator exam, and in May took and passed his class 4 water operator exam. On May 11th the water operators attended the Vermont Rural Water Conference at the Lake Morey Resort in Fairlee, Vermont. The conference was a great opportunity to meet with water and wastewater operators as well as vendors from around our region. During the course of the conference the water operators sat in on informative lectures from state officials discussing the current regulations and resources available to water and wastewater systems. Vermont Rural Water also gave a tour of their Emergency Response Trailer that is equipped to assist water and wastewater systems with many issues. The water operators also sat in on a class

that discussed hydrant flushing and maintenance. Overall, the Vermont Rural Water Conference was a great opportunity for the water operators to exchange information and gain knowledge from some outstanding water and wastewater professionals.

Full Report on the Howard Ave Main Break

April 11th-

At approximately 7:10 pm Kyle Guyette received a Winn911 alarm phone call that alerted him to a high effluent flow rate. Once the alarm was acknowledged Kyle Guyette logged into the water plant SCADA system that allowed him to see that the effluent flow was at 1400 gpm and climbing. By 7:30 pm the flow rates were reading 1800 gpm which is the highest the Scada will allow. We could assume that effluent flows were anywhere from 1800 to 2000 gpm. By 8pm Bill Woodruff, Kyle Guyette, Kenneth Ryan, and Matt Jones were out looking for the leak. The search for the leak consisted of driving the route our distribution system takes, checking the pressure reducing vaults, and walking embankments. Brad Roy came in to assist with getting the treatment plant running. Brad Roy and Kenny Ryan, turned on well 1 and 3 so as to not lose the water supply to the users while also maintaining positive pressure at the water line break. Bill Woodruff closed the pilot valve at the Laurel Rd pressure reducing vault to lower the Blush Hill Reservoir supply rate. The Blush Hill Reservoir was at 14.73 feet before the leak. After the leak, and reducing flow to the reservoir that level has only dropped to 13.22 feet. The leak was discovered around 10 pm by Bill Woodruff on the northern corner of Howard Ave and Rt 100 in Waterbury Center. Due to the location of the leak being adjacent to a brook it was difficult to find where the leak had surfaced. The water operators isolated the water line break by shutting down two valves. The first was on the corner of Lakeview Ter and Rt 100. The second was on the corner of Howard Ave and where Hollow Rd meets Guptil Rd. Shutting down these two valves affected 45 users on Howard Ave, Metayer Ct, Rt- 100, Reservoir Rd, Lakeview Ter, and N. Lakeview Ter. Unfortunately, the number of users affected was higher than could have been due to the two valves closest to the break being inoperable. At this point the water treatment plant clear well had gone from 12.88 ft to 4.4 ft. This is a loss of about 425,000 gallons of water. Bill Woodruff notified Kingsbury Construction of the water leak. Kenny Ryan stayed at the treatment plant over night to monitor the treatment plant and make contact for an emergency Dig Safe order.

April 12th-

Around 5:30am Bill Woodruff, Kyle Guyette, and Matt Jones returned to the plant to prepare for the day's activities. By 8am Kingsbury had arrived at with an excavator, dump truck and a 6-person crew. Howard Ave. was closed. Due to the location of the break being within 20 feet of a brook the Kingsbury crew battled with water from the brook infiltrating into the hole as they dug down to the pipe. This problem was solved with multiple water pumps. Kingsbury was able to find the pipe and the hole in the pipe around 4pm. The 8-inch water main had a tennis ball sized hole on the underside of the pipe (see attached pictures). Just below the pipe where the hole developed there was a sizable rock that may have caused damage to the pipe over time. We believe that the hole in the pipe may have been there for some time and the pressure off the water blew out a larger section of the hole the previous night. We have seen about a 20,000 gallon per day reduction in usage since the break was repaired. Once the hole was found it was repaired with a 38-inch-long section of 8-inch ductile iron pipe and two 8-inch Romac unions. The water main repairs to the pipe were completed around 5pm. The line was repressurized by 5:30pm. After the repair had been made and the line repressurized

Boil Water Notices were distributed to the affected customers, and fecal coliform tests were conducted and sent to Endyne in Williston. Kingsbury started the work to fill the hole back in.

April 13th-

Kingsbury returned to finish filling the hole that was dug to access the water line. After the location was filled in Kingsbury did some site work and re-seeded the embankment. The existing guard rail had to be removed so that the excavator could reach part of the work site. Vermont DOT has been notified of the guard rails condition. For now, there are concrete blocks and traffic barrels in place to prevent a vehicle from going down the embankment.

April 14th-

Lab results came back absent for fecal coliform. The state was notified and safe water letters were given out to affected users

Addition Information-

During the water main break and repair there were some issues at the water treatment plant. Mainly, the effluent sample pump stopped working which limited our ability to know what the effluent chlorine level was. We did have spare pumps on hand to replace the pump that was not working. Possibly due to the loss of pressure from less water in the clear well, the pump was having a hard time sending water back to our chlorine analyzer. Which then allowed air to enter the effluent sample pump line from the meter vault to the treatment plant. We currently have a short-term fix for this issue. The original plans for that pump call for a 1/3 hp pump. The pump that was in use was underpowered. The short-term fix consists of two pumps in series pushing water to our chlorine analyzer. We are working on ordering a new pump that will more closely match the original plans for the treatment plant.

The two valves closest to where the leak was, were inoperable. We were able to get a valve wrench on the valve on Howard Ave but we were not able to turn it. We were not able to gain access to the valve on the corner of Reservoir Rd and Rt 100. Moving forward the water operators will be developing a plan to inspect, repair, replace and exercise valves within our distribution system.

Kenny Ryan was in contact with the state to be certain we were following the rules associated with this type of incident. A boil water notice was necessary due to the loss of pressure to the section of pipe that needed to be shut down. Along with the boil water notice fecal coliform tests were needed to ensure safe water to our users after the repair. We received absent lab results on Friday and lifted the boil water notice.

Below are some pictures from throughout the water main break incident. As you can see there was a sizable hole in the section of pipe that was replaced. Thanks to the efforts of the EFUD staff, Brad Roy, the Highway Department, as well as Kingsbury construction we were able to locate and replace that section of pipe in a timely and professional manner.

Hole from inside 8-inch water main from Corner of Howard Ave and Rt 100



Hole from outside 8-inch water main from Corner of Howard Ave and Rt 100



After the repair





Water from the brook infiltrating the hole





Surface of the leak

