

Edward Farrar Utility District
Commissioners Meeting
Wednesday September 27, 2023
4:30 pm in Steele Room

Present in the Steele Community Room: P.H. Flanders, L. Sayah, C. Parks, N. Sherman; Commissioners;
Present via Zoom: R. Finucane, Commissioner. B. Woodruff, T. Leitz, D Calle; staff. Members of the public attending: J. Peck, J. Pitrowski. Members of the public attending via Zoom: T. Gloor.

Chairperson Flanders called the meeting to order at 4:33 P.M.

Approve Agenda: T. Leitz added an item regarding MakerSphere requesting a loan. It was added at the end of the meeting. **C. Parks made a motion to approve the amended agenda; L. Sayah seconded the motion; a vote was held and passed unanimously.**

Staffing Update: D. Calle, Utility Billing Clerk, announced that she has accepted a position with the Department of Environmental Conservation as a Business Administrator. Her last day will be Friday October 6th. Tony Millus passed his Wastewater Operator test (results included in these minutes). Congratulations to Tony on this achievement!

Update on offer of short-term flood relief UDAG loans: T. Leitz share that while there was some initial interest in the UDAG loans from flood affected business, no one really applied.

Water credits from July 10 Flood: A motion was passed during the August meeting regarding giving credits to customers affected by the flood. B. Woodruff and D. Calle presented a report with all the flood credits. Find the report at the end of these minutes.

Edward Farrar Memorial Plaque: Matt Fitzgerald of Capital Sandblasting put up the memorial plaque on Edward Farrar's headstone in the Hope Cemetery. The unveiling of this plaque will be on Saturday October 14th at 1 pm.

Legal resolution for delinquent accounts: Water shut off notices were hand delivered on September 29th. Shut offs will start on October 16th if EFUD doesn't receive full payment. **N. Sherman made a motion to approve the Resolution Regarding Collection of Delinquent Utilities allowing the EFUD to do so thru a tax sale and authorizing T. Leitz to bid at the tax sale in an amount equal to all delinquent fees owed. C. Parks seconded the motion; a vote was held and passed unanimously.**

John Pitrowski - Peck Mobile Home Park: The Peck Mobile Home Park has 67 mobile homes all served by municipal water. The water mains are as old as the park, 1967. As it is expected there are lots of issues with leaks at this point. There is a plan drafted by J. Pitrowski with an 8-inch water main running thru the center of the roads, 4 hydrants, and each unit with its own curb stop and pressure reducing valve. The goal is to put a meter in each mobile home and for the District to take over the billing and the collection. This first short presentation is to open dialogue between the Park and the District. Issues regarding meters, billing, pressure reducing valves and other questions will need to be tackled once all, or most, funding has been secured.

Update on Rt 100 Extension: B. Woodruff let the Board know that we have received conceptual plans on the project. T. Leitz updated the Board on the funding status for this project.

51 South Main Street project update: B. Woodruff has put eyes on their updated plan and the stormwater calculations. Downstreet has agreed to connect to our water system at our desired location. Construction should start on 2024.

MakerSphere request for loan: T. Leitz informed the board that MakerSphere, a non-profit cooperative, has requested a loan. They offer classes in pottery and woodworking for children, teens and adults. They have asked for a 10-year loan of \$30,000 for commercial grade equipment and if the loan can be deferred one year. **R. Finucane made a motion to authorize the town manager to negotiate a 10-year loan for Makersphere for \$30,000; deferred for the first year and 9 years at a 2.5% rate. L.Sayah seconded the motion; a vote was held and passed unanimously.**

Department Reports – attached to these minutes.

Consider Minutes for the July 17th and the August 9th meetings: L. Sayah made a motion to approve both minutes meeting as written. C. Parks seconded the motion; a vote was held and passed unanimously.

L. Sayah made a motion, seconded by R. Finucane to adjourn the meeting at 6:42p.m. The motion was approved and the meeting adjourned.

The next meeting of the Edward Farrar Utility District is scheduled for Wednesday October 11th, 2023 at 4:30 p.m.

ACCOUNT	NAME	Location	Previous quarter usage	Previous quarter water usage \$	Previous quarter sewer usage \$	Current quarter usage	Current quarter water usage \$	Current quarter sewer usage \$	Credit towards water	Credit towards sewer	Total amount of credit
916-0131-3V	WEBBER TIMOTHY	131 S. Main St Apt 3	600	\$ 12.36	\$ 21.30	1500	\$ 30.90	\$ 53.25	\$ 18.54	\$ 31.95	\$ 50.49
916-0137-V	JNKPRO PROPERTIES LLC	137 S. Main St.	4800	\$ 118.35	\$ 184.26	6500	\$ 170.30	\$ 261.35	\$ 51.95	\$ 77.09	\$ 129.04
940-0005-V	HODGE, WADE	5 Healy Ct	800	\$ 16.48	\$ 28.40	1200	\$ 24.72	\$ 42.60	\$ 8.24	\$ 14.20	\$ 22.44
940-0004-V	ELIASON, ERIK	4 Healy Ct	2600	\$ 60.05	\$ 96.92	4100	\$ 99.80	\$ 156.47	\$ 39.75	\$ 59.55	\$ 99.30
916-0165-V	SIMMERS AARON & LAUREN	165 S. Main St	1100	\$ 22.66	\$ 39.05	1900	\$ 41.50	\$ 69.13	\$ 18.84	\$ 30.08	\$ 48.92
916-0144-V	GRACE, ROBERT & KATHRYN	144 S. Main St	600	\$ 12.36	\$ 21.30	1200	\$ 24.72	\$ 42.60	\$ 12.36	\$ 21.30	\$ 33.66
916-0134-V	GRACE, ROBERT & KATHRYN	134 S. Main St	2600	\$ 60.05	\$ 96.92	3500	\$ 83.90	\$ 132.65	\$ 23.85	\$ 35.73	\$ 59.58
938-0003-V	FOLEY, KRISTIN	3 Batchelder St	600	\$ 12.36	\$ 21.30	1700	\$ 36.20	\$ 61.19	\$ 23.84	\$ 39.89	\$ 63.73
938-0007-V	MORGAN, NICOLE	7 Batchelder St	1100	\$ 22.66	\$ 39.05	1400	\$ 28.84	\$ 49.70	\$ 6.18	\$ 10.65	\$ 16.83
938-0010-V	BIRMINGHAM GEORGIANA	10 Batchelder St	1100	\$ 22.66	\$ 39.05	2300	\$ 52.10	\$ 85.01	\$ 29.44	\$ 45.96	\$ 75.40
932-0002-V	WASHINGTON COUNTY MENTAL HEALTH	10 Moody Ct	9000	\$ 248.05	\$ 376.60	32800	\$ 1,010.85	\$ 1,529.16	\$ 762.80	\$ 1,152.56	\$ 1,915.36
916-0032-V	STEINER, PAUL	32 S. Main St	12100	\$ 344.46	\$ 519.51	16600	\$ 484.41	\$ 726.96	\$ 139.95	\$ 207.45	\$ 347.40
900-0033-V	FERRIS, CLARK	2800	\$ 2800	\$ 65.35	\$ 104.86	4700	\$ 115.70	\$ 180.29	\$ 50.35	\$ 75.43	\$ 125.78
918-0015-V	TORREZ, MATTHEW	15 Elm St.	3300	\$ 78.60	\$ 124.71	4400	\$ 107.75	\$ 168.38	\$ 29.15	\$ 43.67	\$ 72.82
918-0017-V	MEYER, LISA	17 Elm St.	3900	\$ 94.50	\$ 148.53	9100	\$ 251.43	\$ 381.21	\$ 156.93	\$ 232.68	\$ 389.61
920-0001-V	BOYLE, RICHARD	1 Randall St	2900	\$ 68.00	\$ 108.83	3300	\$ 78.60	\$ 124.71	\$ 10.60	\$ 15.88	\$ 26.48
920-0017-V	KRAVITZ, BRIAN	15-17 Randall St.	2500	\$ 57.40	\$ 92.95	5000	\$ 123.65	\$ 192.20	\$ 66.25	\$ 99.25	\$ 165.50
920-0021-V	MCKENZIE, MATTHEW	21 Randal St	1100	\$ 22.66	\$ 39.05	1200	\$ 24.72	\$ 42.60	\$ 2.06	\$ 3.55	\$ 5.61
920-0034-V	GNANAPIRAGASAM, ANTONY	34 Randall St.	2907	\$ 59.21	\$ 93.15	3204	\$ 76.06	\$ 120.90	\$ 16.85	\$ 27.75	\$ 44.60
920-0016-V	MCHUGH, PATRICK	16 Randall St	1600	\$ 33.55	\$ 57.22	1900	\$ 41.50	\$ 69.13	\$ 7.95	\$ 11.91	\$ 19.86
920-0010-V	PAGAN, LUCY	10 Randall St	900	\$ 18.54	\$ 31.95	1300	\$ 26.78	\$ 46.15	\$ 8.24	\$ 14.20	\$ 22.44
920-0008-V	DINNEEN, RYAN	8 Randall St	1500	\$ 30.90	\$ 53.25	2100	\$ 46.80	\$ 77.07	\$ 15.90	\$ 23.82	\$ 39.72
920-0004-V	CLAPP, ROGER	4 Randall St	1000	\$ 20.60	\$ 35.50	2800	\$ 65.35	\$ 104.86	\$ 44.75	\$ 69.36	\$ 114.11
918-0018-V	AYERS FAMILY LEGACY LLC	18 Elm St	2300	\$ 52.10	\$ 85.01	3500	\$ 83.90	\$ 132.65	\$ 31.80	\$ 47.64	\$ 79.44
918-0002-V	RICH, CHAD	2 Elm St	8400	\$ 229.39	\$ 348.94	9600	\$ 266.71	\$ 404.26	\$ 37.32	\$ 55.32	\$ 92.64
924-0006-V	IMHOFF, ANNE	6 Parker Ct	300	\$ 6.18	\$ 10.65	1600	\$ 33.55	\$ 57.22	\$ 27.37	\$ 46.57	\$ 73.94
916-0047-V	WATERBURY SERVICE CENTER LLC	49 S. Main St	400	\$ 8.24	\$ 14.20	700	\$ 14.42	\$ 24.85	\$ 6.18	\$ 10.65	\$ 16.83
916-0056-V	WESLEY METHODIST CHURCH	56 s. Main St	300	\$ 6.18	\$ 10.65	600	\$ 12.36	\$ 21.30	\$ 6.18	\$ 10.65	\$ 16.83
916-0048-V	P&P FUNERAL SERVICES INC	48 S. Main St	0	\$ -	\$ -	1900	\$ 41.50	\$ 69.13	\$ 41.50	\$ 69.13	\$ 110.63
916-0046-V	SUPERIOR DEVELOPMENT LTD	46 S. Main St	1600	\$ 33.55	\$ 57.22	2200	\$ 49.45	\$ 81.04	\$ 15.90	\$ 23.82	\$ 39.72
958-0042-V	GROSS, ERIC	42 Union St	200	\$ 4.12	\$ 7.10	2900	\$ 68.00	\$ 108.83	\$ 63.88	\$ 101.73	\$ 165.61
958-0038-V	GATES, TERRY	38 Union St	1000	\$ 20.60	\$ 35.50	1800	\$ 38.85	\$ 65.16	\$ 18.25	\$ 29.66	\$ 47.91
958-0034-V	GERNAND, BENJAMIN	34 Union St	1000	\$ 20.60	\$ 35.50	1500	\$ 30.90	\$ 53.25	\$ 10.30	\$ 17.75	\$ 28.05

TOTAL \$ 4,560.28

RESOLUTION REGARDING COLLECTION OF DELINQUENT UTILITIES

WHEREAS, the Edward Farrar Utility District (“the Town”) Collector of Delinquent Taxes is authorized to collect delinquent utilities through the tax sale process as outlined in 32 V.S.A. § 5252 pursuant to 24 V.S.A. § 3504 and 24 V.S.A. § 3306;

WHEREAS, pursuant to 32 V.S.A. § 5258, the Collector of Delinquent Taxes, with Commissioner authorization, may obtain legal assistance in the preparation for and conduct of a tax sale; and

NOW THEREFORE, the Commissioners of the Edward Farrar Utility District hereby authorizes the Collector of Delinquent Taxes to engage Monaghan Safar PLLC to prepare for and conduct tax sales, until such authorization is rescinded. Said law firm is hereby authorized to use the tax sale process, distraint, foreclosure, or an action at law, whichever is best suited to appropriately collect delinquent taxes.

BE IT FURTHER RESOLVED, that the law firm is hired on an hourly basis, said fees to be assessed against the delinquent property owner in an amount not to exceed 15% of the delinquency, the Town to pay the difference, if any, as part of the Town’s regular collection efforts.

BE IT FURTHER RESOLVED, that T. Leitz, or other designated Town official, be authorized to bid at the tax sale in an amount equal to all delinquent taxes, utility fees, interest, penalties, and fees owed at the time of sale, as allowed by law.

RESOLVED this 27 day of September, 2023.

EDWARD FARRAR UTILITY DISTRICT

P. Howard Flanders
P. Howard Flanders, Chair

Sept 27, 2023
Date

Robert Finucane

Date

C. Parks
Cynthia Parks

September 27, 2023
Date

Lawrence Sayah
Lawrence Sayah

9/27/23
Date

Natalie Sherman
Natalie Sherman

9-27-2023
Date

ATTEST:
Karen Petrovic
Karen Petrovic, Town Clerk

9-27-2023
Date



Vermont Secretary of State
Office of Professional Regulation
89 Main Street, 3rd Floor
Montpelier, VT 05620-3402



CANDIDATE ID NUMBER: VTR638404
EXAMINATION DATE: 09/20/2023
CONTROL ID: 5020111
PID: VTR638404

DOMESTIC MUNICIPAL POLLUTION ABATEMENT FACILITY OP GRADE 2

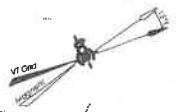
MILLUS, ANTHONY
28 NORTH MAIN ST, SUITE 1
WATERBURY, VT 05676
UNITED STATES OF AMERICA

You have **passed** this examination. Your score is **78** correct answers.
The passing score is **70** correct answers.

Content Area	Your Score	Max Score
1. Security, Safety, and Administrative Procedures	12	14
2. Laboratory Analyses	14	16
3. Evaluate and Maintain Equipment	10	15
4. Wastestream Physical Characteristics	4	5
5. Monitor, Evaluate, and Adjust Treatment	26	34
6. Operate Equipment	12	16
TOTAL	78	100

Congratulations on passing the Domestic Municipal Pollution Abatement Facility Op Grade 2. Your results will be sent to the Office of Professional Regulation. Please sign in to your online licensing account at <https://secure.professionals.vermont.gov> for updated information on your application.

DO NOT LOSE THIS REPORT



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Author: [Name] Date: [Date]
Project: [Name] No. [Number]

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DRAFT

Kneeland Flats
Trailer Park Road
Waitsburg, Vermont

Site Plan

Date:	04/10/2011
Client:	[Name]
Project Name:	[Name]
Drawn by:	[Name]
Project Engineer:	[Name]
Approved by:	[Name]
Scale:	AS SHOWN

C2-01

Wastewater Progress Report

August 2023

- **Process and Operations:**

- Process running well and meeting permit limits.
- Sludge application- 79,920 gallons to drying beds.
- Started using new pallet of dry polymer. Switched vendors due to cost savings achieving similar results.
- Check valve for pump 2 in the supernatant pump station is not working. LWR will perform the repair.
- Moved sludge barge to back half of lagoon 1, continued running. Need to order more hose next year to allow use in very back of lagoon 1 and in front half of lagoon 2.
- Significant sludge is being found in the very back of lagoon 1, on the side where it transfers into lagoon 2.
- One short duration power outage on 8/27. Unknown cause of power outage
- August 2023 Avg. Flows:
 - Influent: .245 MGD
 - Effluent: .410 MGD
 - Precipitation: 8.77inches/month
 - Discharging days/month = 20

- **Collection System:**

- Tree clearing and road work was completed on cemetery line.
- Influent flow meter recalibrated. It was checked later using a portable flow meter, both meters had same readings.
- Lighting and electrical components were replaced on the lower level wet side at MPS.
- All MPS electrical repairs post flood almost complete.
- Manhole 93 replaced frame and cover.

- **Office & Personnel**

- Spent time communicating with State direct discharge supervisor about possible funding for manhole and sewer line camera work as well as line jetting.

- **2023 Projects List**

- Manhole infiltration repairs-

Waterbury Water Monthly Report August 2023

Items of Interest

Sampling

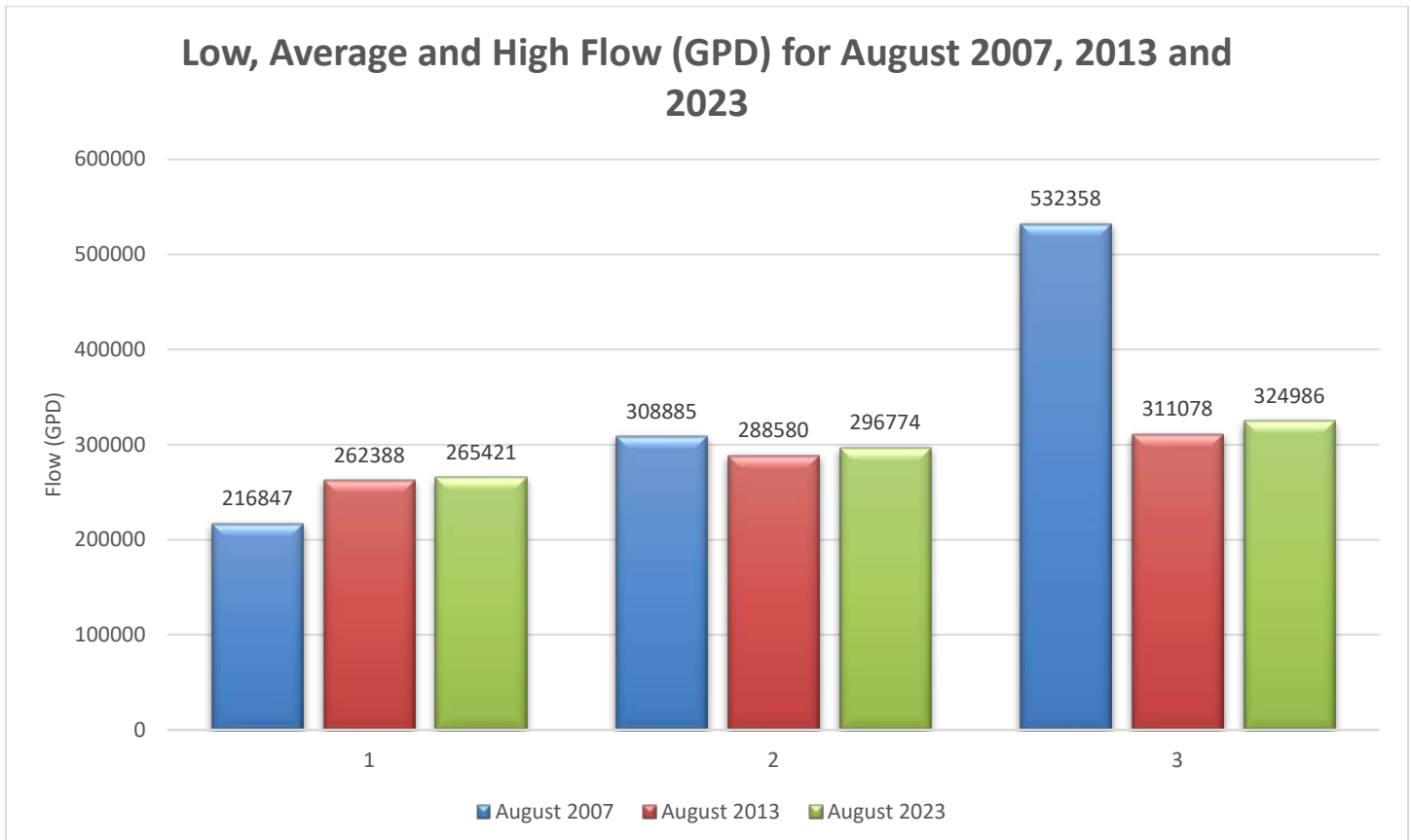
Maintenance

Pool

Weather

Flow Data

High Day	Low Day	Average Day	Peak Flow
8/2/2023	8/27/2023		8/7/2023
324986 Gallons	265421 Gallons	296774 Gallons	590 GPM



Sampling

All Seven monthly coliform samples were submitted and came back favorable. The weekly fluoride samples were sent to the state lab. We also conducted distribution-by-product testing per the 2023 Monitoring Schedule. Those results also came back favorable.

Maintenance

On the 2nd of August the water department along with some help from the wastewater department finished meter readings that started at the end of July. Meter Re-reads were completed the following week.

Along with this month's water and sewer bills users received a letter that gave instructions for how pictures of water meters and service connections could be sent to the water department. This letter was part of the ongoing Lead Service Line Inventory. EFUD employees are monitoring an email that was specifically set up to receive those pictures. The email address is LSLI@Waterburyvt.com. The pictures that have been sent to us are being carefully examined and added to our growing Diamond Maps database. As of September 1st, the water department has been able to verify service line materials for 104 connections throughout our system. There is still a lot of work to be done to complete the Lead Service Line Inventory before the October 2024 deadline. But with the help of our users, we feel confident we will be able to gather the information that the State of Vermont and the Federal Government are requiring.

The water department made some small repairs to our dams. The dams needed new timber on the influent end of the dam to help minimize the amount of debris. The 6x6 pieces of wood were cut to size and placed on August 7th.



Jake Tietgens a technical sales representative from the Holland Company visited the water plant on August 17th. Holland Company is our coagulant supplier. Jake was here to conduct jar testing. This test allows us to verify that we are using the correct coagulant as well as what our proper dose should be. This visit also helped the water department staff to better understand how coagulant is beneficial to our treatment process.



There was a small water leak at the water fountain at the Rusty Parker Memorial Park. That leak was fixed and a new faucet was installed.

The water department also mowed the grass at all of the water department properties, brush hogged multiple fields, and made improvements to the road at Sweet Field.

Pool

The town pool has closed for the season. Below is a small report in regards to water usage during pool operations.

1. Initial Meter Vault Readings:

At the commencement of the pool season, on May 30, the meter vault readings were recorded as follows:

- Meter A: 137108.1 cubic feet
- Meter B: 202399.5 cubic feet

2. Final Meter Vault Readings:

At the conclusion of the pool season, on August 23, the meter vault readings indicated the following values:

- Meter A: 261735.2 cubic feet
- Meter B: 208801.8 cubic feet

3. Water Usage Breakdown:

a. Initial Fill and Start of Operations: The pool was initially filled from May 30 to June 7, during which it received 452,500 gallons of water.

b. Water Consumption During Operation: Based on the meter readings provided above, the pool was operated for a total of 11 weeks, during which it consumed approximately 980,100 gallons of water. This includes the 452,500 gallons used for the initial fill. Additionally, 527,600 gallons were required to maintain the pool's water level due to evaporation and leaks within the pool's infrastructure that necessitated continuous replenishment.

4. Rainfall Data:

Over the course of the 2023 pool season, the town experienced a total of 22.21 inches of rainfall. While this natural water source contributed to the overall water availability for the pool, it did not offset the loss of water through leaks within the pool infrastructure.

Weather

During the month of August, the temperature range was from 83.7°F to 42.4°F. We received 9.3 inches of rain and wind as strong as 13.6 mph. August at times gave small glimpses of what summer could look like while also adding rain to our region for 15 of the 31 days.