

Edward Farrar Utility District
Commissioners Meeting
Wednesday, April 10, 2024
4:30pm in the Steel Community Room

Attendance: P.H. "Skip" Flanders, Natalie Sherman, Cindy Parks, Mark Alberghini, Bob Finucane (via Zoom)
Staff: Tom Leitz, Bill Woodruff, Kia Winchell Nealy
Public Attendance: Tom Gloor, Rick Westin, and Anne Imhoff via Zoom

The monthly meeting of The Edward Farrar Utility District was called to order at 4:37m.

Cindy Parks made a motion to approve the agenda for this evening's meeting.
Natalie Sherman seconded the motion.
A vote was taken and the motion passed unanimously.

ECLIPSE VISTOR'S IMPACT ON OUR WATER AND WASTEWATER FLOWS

Public Works Director – Bill Woodruff – noted that there was an increase of water flow in the system on Monday, April 8, 2024. Readings from the Barnes Hill treatment facility showed a flow of 314,000 gallons through the system. 284,000 gallons of waste water flow through the main pump station.

POSSIBLE GRANTS FOR ROUTE 100 WATER LINE EXTENSION IN WATERBURY CENTER GROWTH CENTER

It was discovered the "possible growth center" in Waterbury Center is the triangle area of three roads; Maple Street, Guptil Road, and Howard Avenue.

ANNUAL MEETING AGENDA REVIEW

Skip Flanders would like to create a five to ten minute presentation of the Edward Farrar Utility District.

RATE COMPARISON BETWEEN EDWARD FARRAR UTILITY DISTRICT AND OTHER COMMUNITIES

Flanders shared a spreadsheet of EFUD's rates compared to the cost of water services in Montpelier, Barre City, and Middlebury.

KNEELAND FLATS TRAILER PARK WATER LINE PROJECT UPDATE

Pre-Construction meeting bids are due by 9am, Wednesday, April 11, 2024.
There are two phases to the Kneeland Flats Trailer Park project;
Phase 1 – water and services lines
Phase 2 – metering and plumbing. This phase is NOT included in the bid package.

ROUTE 100 WATER LINE EXTENSION UPDATE

The engineering portion of the Route 100 Water Line Extension project is about 2/3 complete. With that said, the projects engineer is retiring.

DEPARTMENT REPORTS

Bill Woodruff presented department reports for both the water and waste-water departments.

There was a brief discussion about an issue with a cracked water pipe at the Route 100 end of Union Street. TV'ing shows water is coming into the water pipe from a crack ... and the flow has increased.

Sludge has been shipped to Canada. "It wasn't a good sludge drying season."

APRIL 3, 2024 MINUTES

Natalie Sherman made a motion to approve the minutes of the April 3, 2024 meeting.
Cindy Parks seconded the motion.
A vote was taken and the motion passed unanimously.

ADJOURN

Natalie Sherman made a motion to adjourn this evening's meeting at 5:59pm
Marked Alberghini seconded the motion.
A vote was taken on the motion ... and passed unanimously.

DRAFT

Edward Farrar Utility District

Commissioners Meeting

Wednesday April 10, 2024

4:30 pm in the Steele Room

28 North Main St, Waterbury VT

Agenda

Join Zoom Meeting

<https://www.zoom.us/join>

Meeting ID: 875 7036 7496

Passcode: 103485

Dial by your location

1 646 931 3860

1 929 205 6099

- | | |
|----------|---|
| 4:30 pm | Call to Order: |
| 4:30 pm | Public |
| 4:35 pm | Impact of Eclipse visitors on Water and Wastewater flows |
| 4:45 pm | Possible grants for Rt 100 water line Extension in Waterbury Center Growth Center |
| 4:55 pm | Review of Annual Meeting agenda |
| 5:05 pm | Comparison of Water and Sewer rates with EFUD and other Communities |
| 5: 10 pm | Update on Peck Mobile Home Park water line project |
| 5:15 pm | Update on Rt 100 Water line extension |
| 5:30 pm | Department Reports. |
| 5:40 pm | Minutes of Meeting April 3 |
| 5: 45 pm | Adjourn |

WARNING OF THE ANNUAL MEETING OF THE EDWARD FARRAR UTILITY DISTRICT

MAY 8, 2024

The inhabitants of the Edward Farrar Utility District who are legal voters in the District are hereby notified and warned to meet at the Steele Community Room at 28 North Main Street, Waterbury, Vermont on Wednesday May 8th, 2024 at 7:30 P.M. in the evening to act on articles 1 through 6 listed below.

The legal voters of the Edward Farrar Utility District are further notified that voter qualification, registration and absentee voting relative to said meeting shall be as provided in Chapters 43, 51 and 55 of Title 17, Vermont Statutes Annotated.

ARTICLE 1: To act on the reports of the officers of the Edward Farrar Utility District.

ARTICLE 2: To elect by Australian ballot the following officers: Two District Commissions for a term of one year; and one District Commissioner for a term of three years

NOTE: THE POLLS FOR VOTING BY AUSTRALIAN BALLOT ON ARTICLE 2 WILL BE OPEN FROM SEVEN O'CLOCK IN THE FORENOON TO SEVEN O'CLOCK IN THE AFTERNOON AT THE WATERBURY MUNICIPAL OFFICE, AT 28 NORTH MAIN STREET IN WATERBURY.

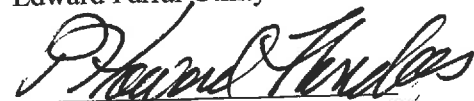
ARTICLE 3: To set the compensation of the District officers for the ensuing year.

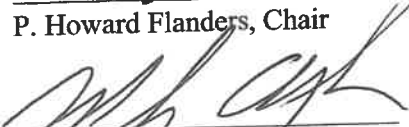
ARTICLE 4: To see if the District will authorize the Commissioners to borrow a sum of money by note, for a period not to exceed five years, to make improvements to the water system.

ARTICLE 5: To see if the District will authorize the Commissioners to borrow a sum of money by note, for a period not to exceed five years, to make improvements to the wastewater system.

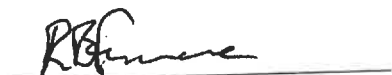
ARTICLE 6: To do any other business that may legally come before the meeting.

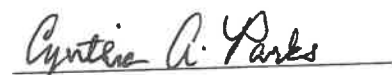
Dated at Waterbury, Vermont the 3rd Day of April, 2024.
Edward Farrar Utility District Commissioners

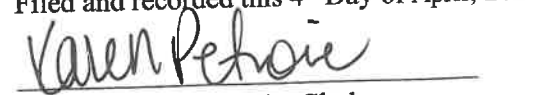

P. Howard Flanders, Chair


Mark Alberghini


Natalie J. Sherman


Robert Finucane


Cynthia Parks

Filed and recorded this 4th Day of April, 2024

Karen Petrovic, District Clerk

**Minutes of the Annual Meeting
of the
Edward Farrar Utility District
Wednesday, May 10, 2023**

Board of Commissioners: P. Howard Flanders, Chair; Robert Finucane, Cynthia Parks, Natalie Sherman and Lawrence Sayah

District Staff: Tom Leitz; Manager, Bill Woodruff PWD, Karen Petrovic, Clerk

Public: C. Lawrence, P. Sabin, G. Dillon, S. Dillon, R. Clapp, W. Shepeluk, T. Gloor, A. Johnson, K. Sweeney, D. Kehlmann, M. Alberghini, C. Flanders, K. Ryan, L. Scagliotti – Waterbury Roundabout

Flanders called the 5th Annual Edward Farrar Utility District meeting to order at 7:30pm

N. Sherman nominated Flanders as Moderator which was seconded by R. Finucane. A floor vote was held and passed unanimously.

S. Dillon moved to dispense with reading the warning; the motion was seconded and passed by floor vote.

Article 1: To act on the reports of the officers of the Edward Farrar Utility District

A. Johnson made a motion to accept the reports of the officers of the Edward Farrar Utility District. The motion was seconded by R. Clapp.

By consensus T. Leitz was permitted to speak at the meeting. T. Gloor asked about the relationship between Duxbury Moretown Fire District #1 (DMFD) and the Edward Farrar Utility District (EFUD). T. Leitz explained the relationship and the current status of the EFUD taking over the DMFD. The question of EFUD taking over the DMFD is in Legislation now and passed the House today.

T. Gloor asked if there are costs to any pending litigation. T. Leitz stated currently the EFUD is not in litigation for any reason.

T. Gloor read from W. Shepeluk's EFUD report and asked if everyone in the room is in favor of merging the two Municipalities. P. Flanders stated it is worth looking at in the future but it is not immediate.

The motion passed by voice vote.

P. Flanders publicly thanked C. Lawrence for her many years of service to the Edward Farrar Utility District and the Town of Waterbury. C. Lawrence was then presented with the 2023 Keith Wallace Award.



Article 2: To elect by Australian ballot the following officers: Two District Commissioners for a term of one year; and one District Commissioner for a term of three years.

With 42 votes cast by Australian ballot, the results of Article 2 are as follows:

For District Commissioner for a term of one year:

Lawrence Sayah 37

Natalie Sherman 35

Blanks 0

Write-Ins 0

For District Commissioner for a term of three years:

Robert Finucane 38

Blanks 0

Write-Ins 0

Article 3: To be voted on by Australian Ballot: Shall general obligation bonds of the Edward Farrar Utility District in an amount not to exceed seven hundred fifty thousand dollars (\$750,000), subject to reduction from the receipt of available state and federal grants-in-aid, be issued for the purpose of acquiring, replacing, and constructing municipal water system improvements, namely replacement of the approximately 2,000 feet of water line that runs from the Blush Hill Water Reservoir towards Kennedy Drive?

Yes 39

No 3

Article 4: To set the compensation of the District officers for the ensuing year.

R. Clapp made a motion to set the compensation of the District Officers of the Edward Farrar Utility District for the ensuing year as follows:

Chair \$1,450

Commissioners \$1,200

Clerk/Treasurer \$1,200

The motion was seconded by S. Dillon. W. Shepeluk asked to speak and was granted permission by the voters. W. Shepeluk stated the words "ensuing year" may be inaccurate and should be changed to current budget year Jan 1 – Dec 31; R. Clapp asked to amend his motion "the Compensation be set as follows for the year Jan 1, 2023 – Dec 31, 2023". Seconded by S. Dillon. The amendment was voted on and passed by voice vote.

The question was called to set the compensation for the officers. The motion passed by voice vote.

Article 5: To see if the District will authorize the Commissioners to borrow a sum of money by note, for a period not to exceed five years, to make improvements to the water system.

R. Finucane made a motion that the District Commissioners be authorized to borrow up to \$200,000 by note, for a period not to exceed five years, to make improvements to the water system. The motion was seconded by G. Dillon.

The motion passed by voice vote.

Article 6: To see if the District will authorize the Commissioners to borrow a sum of money by note, for a period not to exceed five years, to make improvements to the wastewater system.

N. Sherman made a motion that the District Commissioners be authorized to borrow up to \$115,000 by note, for a period not to exceed five years, to make improvements to the wastewater system. The motion was seconded by R. Clapp.

The motion passed by voice vote.

Article 7: To do any other business that may legally come before the meeting.

P. Flanders shared the story of Edward Farrar and a plaque that was created in his honor to be mounted on his gravestone in Hope Cemetery in the coming months when weather permits.

C. Lawrence thanked the commissions for the dedication of the Annual Report as well as receiving the Keith Wallace Award.

R. Finucane moved to adjourn. Seconded by G. Dillon. There being no further business, the meeting was adjourned at 8:25pm

Respectfully submitted,

Karen Petrovic, District Clerk

Approved by:  Date: June 14, 2023

We have compared the EFUD water and wastewater utility rates to some nearby communities for comparison as presented below;

Water quantity used 100 gpd for 1,200 cubic feet of water per quarter

Waterbury	\$185.61	\$2.06 per day
Montpelier	\$342.92	\$3.81 per day
Barre City	\$256.76	\$2.85 per day
Middlebury	\$211.14	\$2.34 per day

The cost of these three critical services at \$2.06 is less than the cost of a 16 oz bottle of Coke or a large coffee.

Waterbury Water Monthly Report March 2024

Items of Interest

Sampling

Maintenance

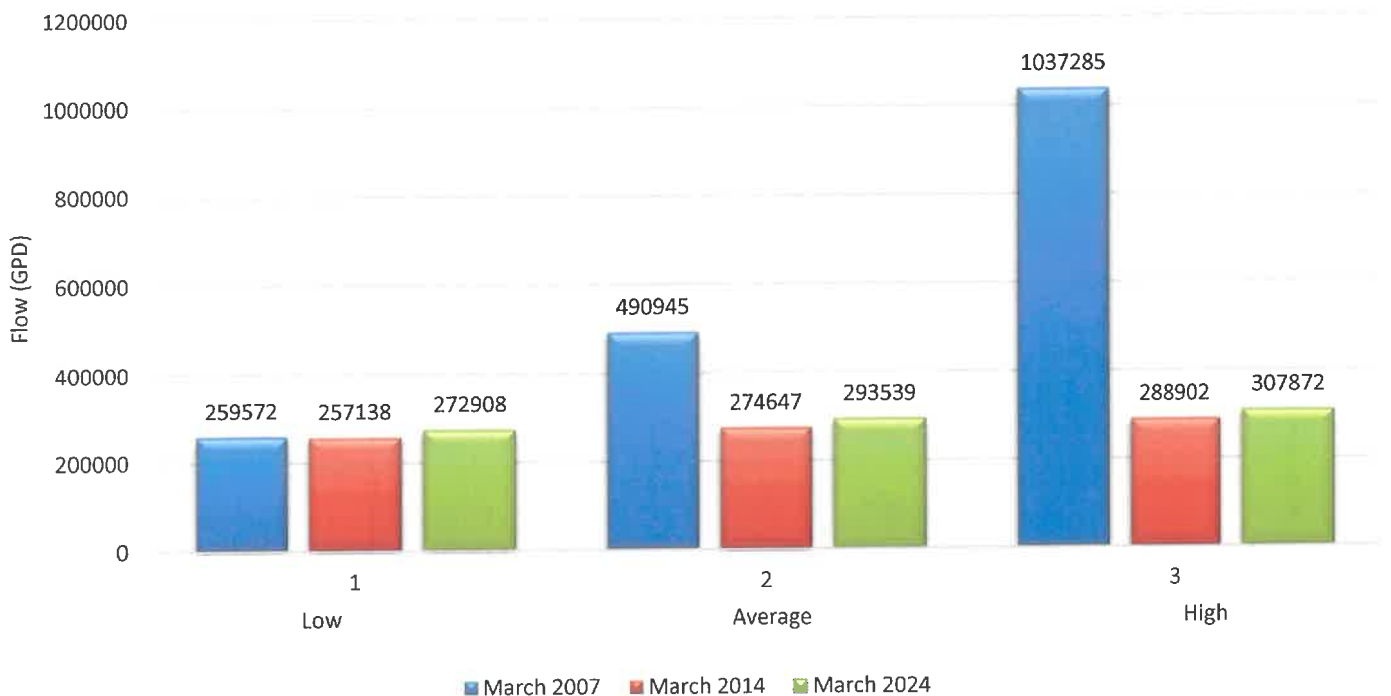
Personnel

Weather

Flow Data

High Day	Low Day	Average Day	Peak Flow
03/26/2024	03/11/2024		03/27/2024
307872 Gallons	272908 Gallons	293539 Gallons	607 GPM

Low, Average and High Flow (GPD) for March 2007, 2014 and 2024



Sampling

All Seven monthly coliform samples were submitted and came back favorable. The weekly fluoride samples were sent to the state lab and although waiting on some results, so far all have come back favorable.

Maintenance

Although an issue appeared in late march rendering filter 1 inoperable, the team was able to replace the wastegate actuator on filter 2 officially bringing it back into service for the first time since the PLC upgrade in November of last year. The water department has contacted Tom from LCS Control Systems, and will be working with him to resolve the issues currently present in the equipment crucial for operating filter 1.



An extensive inventory list has been created cataloging all major replacement parts possessed by the department. This list is a living document that will stand to hopefully save the department money on parts already possessed.

The department continues to make progress on the Lead Service Line Inventory (LSLI). Currently 542 of the 1165 service connection have been accounted for.

Personnel

Throughout March, the water department assisted with hydrant flow testing on Demeritt Pl for the new ambulance building. The water department trained the wastewater staff on regularly required duty's including cleaning of the Doghouse and old filter plant. The department has also continued its cross training efforts at the wastewater plant. Staff also assisted the highway department throughout the month during large snowfall events.

Guyette and McCracken have both successfully completed the wastewater operator course led by Vermont Rural Water. They are currently in the process of registering for their class 2 licensing exams through the Vermont Office of Professional Regulation.

Weather

During the month of March there was 4.22 inches of rain fall. The temperatures ranged from 7.8°F as the low and 56.1°F as the high. Our average temperature for the month was 34.3°F. Humidity high was 96% and the low was 25% with an average of 73%.

Wastewater Progress Report

March 2024

• Process and Operations:

- Process running well and meeting permit limits.
- Sludge tanks full. Treated solids going back to the lagoon. 650 pounds/day or 27 pounds/hour while running.
- Approximately 12,000 pounds was sent back to the lagoon in March.
- Started talking with vendors about mechanical sludge dewatering.
- Removed 141 yards of sludge to Englobe final disposal.
- March 2024 Flows:
 - Influent average: .301 MGD
 - Influent total: 9.332 MG
 - Effluent average: .394 MGD
 - Effluent total: 7.491 MG
 - Precipitation: 6.05 inches/month
 - Maximum daily precipitation: 1.37 inches
 - Discharging days/month = 19

• Collection System:

- Testing performed on local brewery effluent.
- Dac Row ball field flooded causing increased flows to WWTP.
- Flows remain higher than in previous years possibly due to increased infiltration.
- Received an estimate for sealing joints in 11 manholes with infiltration issues. 10 are located between Skip's house and Winooski St. 1 is on N Main St. by the Municipal building.
- Grandview Pump Station has some infiltration. Operators will address that issue when temperatures warm up.
- Vehicle drove and got stuck near the cemetery line. Minor damage to path.
- Routine line jetting and camera work will occur in May.

• Office & Personnel

- Tony started water class.
- Matt and Tony took a class about brewery discharges and high strength waste.

• 2024 Projects List

- Manhole infiltration repairs-
- Park Row West- new manholes and change to PVC line
- Union St N Main St line repair MH 122-121
- Union St manhole replacement/repair #123, 124, 126
- Stream bank stabilization around MH 116-27 Dac Rowe Field
- Repair washout and road behind cemetery
- Install manhole and plug valve leaving ball field bathrooms

Edward Farrar Utility District
April 3, 2024 Minutes
Hybrid meeting held in person and by Zoom

Present in the Municipal Office: Commissions: Skip Flanders, Mark Alberghini, Natalie Sherman;
Staff, Tom Leitz, Karen Petrovic; Public, Rick Weston
Present by Zoom: Commissioner Cindy Parks

Chairperson Flanders called the meeting to order at 4:30

Approve Agenda: N. Sherman made a motion to approve the agenda which was seconded by M. Alberghini. A vote was held and passed unanimously.

Public: R. Weston stated he is running for the vacant one-year seat on the board.

Warning of the Edward Farrar Utility District Annual Meeting: A review of the draft warning was completed. The draft listed an Informational Meeting however that is not necessary because there is no bond vote this year. S. Flanders has proposed a discussion during the annual meeting on May 8th during Article 1 that details EFUD rates. K. Petrovic is to strike the informational meeting from the warning. The Commissioners will schedule an informational meeting later to provide the public with details regarding operations at the water and wastewater plants as well as rate structures. **N. Sherman made a motion to approve the warning of the April 8, 2024 Annual Meeting as amended. M. Alberghini seconded the motion; a vote was held and passed unanimously.**

Minutes of March 13, 2024: M. Alberghini made a motion to approve the minutes of March 13, 2024 as printed. N. Sherman seconded the motion; a vote was held and passed unanimously.

Adjourn: N. Sherman made a motion to adjourn at 5:05. M. Alberghini seconded the motion; a vote was held and passed unanimously.

The next meeting of the EFUD is scheduled for Wednesday April 10, 2024 at 4:30pm