

Regular Meeting held in the Champlain Water District Conference Room at Noon.

Present

Commissioners: Karen Richard, Colchester, chaired the meeting; Bob Shand, Jericho; Aaron Martin, Essex; Peter Gadue, Shelburne; Liz Royer, Williston; Roger Hunt, Milton; Dennis Lutz, South Burlington: Employees: Jim Fay, Joe Duncan, Andy Legg, and Tracy Bessette

Absent

Jonathan Stockbridge, Winooski

Karen Richard called the meeting called to order at 12:00 p.m.

Citizens to Be Heard

There were no citizens present.

Approval of Regular Meeting Minutes of August 14, 2018

Karen Richard asked for a motion to approve the Regular Meeting minutes of August 14, 2018. Peter Gadue made a motion to approve the August 14, 2018 minutes, seconded by Aaron Martin with all Board members in favor.

Financial/Operations Report

Mr. Fay said that water sales for the month of August were 10.74 mgd, bringing year to date to 11.03 mgd giving us a solid start to the new fiscal year. Global Foundries was at 3.66 mgd in August, versus last year at 3.61 mgd. For the first two months of the fiscal year average water sales are up 7.5% compared to last fiscal year, with Global up 0.03 mgd over last year. August cost per million gallons was \$1,503.45 bringing year to date to \$1,674.66 as compared to last fiscal year to date of \$1,762.63/MG.

Capital Projects Update.

Joe Duncan summarized the following projects:

Twin Filtered Water Tank/Wet Well Expansion – SDI has completed this project and we have moved into the one year warranty stage with them. The project was finished ahead of the revised winter shutdown project schedule, and was also slightly under budget for the overall project. The landscaping still needs to be completed as required by the City's DRB permit.

SUEZ/Utility Service Group (USG) Tank Maintenance – Suez is finishing the visual inspection of Essex North, and this tank should be back online by later in the week, wrapping up the majority of the scheduled work for this season. At this time there are no full tank paintings scheduled for next year, but that could be adjusted if deemed necessary.

Update on High Service (HS) Electrical Emergency Tie Breaker – We have received the quote for this work which came in at \$121,000 and involves installing two large high service breakers at the same time. Schneider Electric will need to be onsite to take measurements prior to ordering and this will require a partial plant shutdown/slowdown.

High Service Close-in Cross-tie – Tatro started the water line installation at the end of August with the tie-in to High Service #1 transmission main on the south end of the project. They should be doing the High Service #2 tie in next month with the project hopefully completed by the end of next month. The City's wastewater portion of the project will continue beyond that.

Williston High Service Tank – The Town has the contractor ready to complete the paving, which will allow us to close this project out in its entirety. We will then work to update the existing CWD/Town infrastructure MOU.

Williston East Tank Demolition – All Seasons completed the removal of the concrete piers and site cleanup, and we will be meeting on Friday with the appraiser to start the process of selling the parcel.

Long Term Contract for Filter (DF) and Adsorption Clarifier (AC) Rebuilds – Suez began work on Filter #6 on September 10th. Following media delivery challenges, we are back on schedule for rebuild completion by the middle of October.

Pipe Integrity Program (PIP) – Andy Legg provided a detailed update to the Board on this ongoing multi-phased approach program. Highlights are as follows:

- GIS based assessment of entire transmission system
- Consequence of Failure (CoF) versus Likelihood of Failure (LoF) analyses
- Condition Assessment Technologies
- Exploring future integration of Helium. More cost effective than SmartBall for leakage testing
- System is mainly Class 51 Pipe without poly wrap
- LBB – Leak Before Break is the goal
- Monash Tool – Predictor for remaining “life”
- Soils are key
- CWD’s CoF versus LoF = Some “red” areas to explore
- CoF x LoF = Risk = very little overall

Mr. Legg, Mr. Duncan, and Mr. Fay answered questions from the Board following Mr. Legg’s presentation.

Valve rebuilds – Over the past couple of weeks the Wholesale Department successfully rebuilt two valves, one in the Town of Essex and one in Williston, as part of our annual valve maintenance program.

Interstate Tunnel Inspections – Andy Legg is working with the State for obtaining access to the east end of the Winooski tunnel in order to safely inspect in the future.

Essex West Tank Pump Station – Aldrich & Elliot is now studying a potentially mutually acceptable water transmission main route that accomplishes CWD’s overall project goals as well as having future benefits to the Town of Essex distribution system as they expand in the Route 15 area near Old Stage Road and Essex Way. We will be bringing a proposal back to the CWD Board for review soon.

Manager’s Report

Approval of VT Bond Bank (VBB) SRF Loan for HS Cross Tie Project

Mr. Fay stated that the delayed documents were finally received and executed by the CWD Board and Clerk/Treasurer thus avoiding a bridge loan for cash flow project purposes.

Annual Audit

Mr. Fay said that the CWD audit went smoothly, with significant additional auditors’ time spent on the single audits required for the SRF projects. The Audit Subcommittee of Karen Richard, Roger Hunt, and Pete Gadue will meet on Monday, October 29th at noon to review the auditor’s final draft prior to the audit being presented to the full Board on November 13th.

Town of Shelburne/CWD Infrastructure Ownership MOU

The final two documents have been executed to complete the CWD/Town of Shelburne Infrastructure Ownership MOU that was approved and signed back on April 2nd. We will get these recorded in the Town and copy Lee Krohn and Rick Lewis.

FY 2019-2020 Budget Process

Mr. Fay reported that the budget process will begin on Tuesday, October 9th per the attached schedule.

New CWD Website With Civic Plus

We are on track to have the new website launched on Thursday, October 25th.

Telephone System Upgrade

This project is underway and should be completed by the end of November.

Retail Superintendent Update

This job was posted on September 4th and applications will be accepted until September 21st.

CWD Emergency Response Plan Tabletop Exercise

CWD's annual training will take place on October 18th focusing on a significant transmission main failure. This year CWD will be joined by the Village of Essex Junction and the Town of Essex.

Colchester Town PCE Status

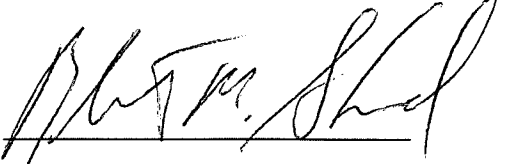
The contractor has ordered the proper AIS compliant pipe couplings. The pipe removal/testing and valve placement project will be scheduled once these pipe couplings arrive in 20-25 days.

Sign Warrant

Karen Richard asked for a motion to approve the Warrants in the amount of \$1,288,441.87. Motion was made by Peter Gadue, seconded by Aaron Martin with all Board members in favor.

Any Other Business

The Board then went on a tour of the new filtered water tank and expanded wet well. Meeting was adjourned at 1:45 p.m.


Clerk