

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

Present

Commissioners:; Bob Shand, Jericho chaired the meeting; Aaron Martin, Essex; Peter Gadue, Shelburne; Jonathan Stockbridge, Winooski; Liz Royer, Williston; Roger Hunt, Milton; Dennis Lutz, South Burlington: Employees: Jim Fay, Joe Duncan, and Tracy Besette

Absent

Karen Richard, Colchester

Bob Shand called the meeting called to order at 12:05 p.m.

Citizens to Be Heard

There were no citizens present.

Approval of Regular Meeting Minutes of September 11, 2018

Bob Shand asked for a motion to approve the Regular Meeting minutes of September 11, 2018. Roger Hunt made a motion to approve the September 11, 2018 minutes, seconded by Peter Gadue with all Board members in favor.

Quarterly Financial/Operations Report

Mr. Fay said that water sales for the month of September were more seasonal at 10.19 mgd, bringing year to date to 10.76 mgd giving us a solid start to the new fiscal year. Global Foundries averaged 3.56 mgd in September, versus last year at 3.61 mgd. For the first three months of the fiscal year average water sales are up 0.52 mgd (5.1%) compared to last fiscal year, with Global up 0.01 mgd over last year. September cost per million gallons was \$1,816.21 bringing year to date to \$1,718.41 as compared to last fiscal year to date of \$1,803.42/MG. Both the Retail contract budget and the Colchester Town/Mallets Bay Water Company budget are off to solid starts for this fiscal year.

Capital Projects Update.

Joe Duncan summarized the following projects:

Twin Filtered Water Tank/Wet Well Expansion – This project has been completed and we have received as-builts from SDI, which closes this project out, with the exception of a couple of warranty items. The City of South Burlington has approved the revised landscaping plan and we hope to have that completed this fall if the trees are available. We are looking into estimating costs for installing the six new wet well pumps, eliminating the small 10' by 10' wet well #1, and tying old wet well #2 into new wet well #2A.

SUEZ/Utility Service Group (USG) Tank Maintenance – Suez has finished their work for the season and we will be meeting with them in February to review the scope for the 2019 season. Unless something comes up we expect next year will only be tank inspections with no major tank re-coatings planned.

Update on High Service (HS) Electrical Emergency Tie Breaker – Schneider Electric will be on site on October 11th to perform an inspection of the recently installed cross tie breaker as well as taking measurements for the two new replacement MCC breakers prior to ordering them. During this future dual MCC breaker replacement, we will still have two HS pumps available along with one MS pump and three wet well pumps given Jim Welch's secondary electrical redundancy work last year to get us through this type of plant electrical slowdown event. We expect this October 11th plant slowdown to last approximately four hours. Jim Welch plans to install a feed breaker for the future "process" uninterruptable power supply (UPS) for critical 120 volt controls during this extended future HS MCC replacement outage, as well as looking into the feasibility for updating power monitoring equipment.

We expect this future work to be in the late February – early March time frame given the quoted 16-week delivery time.

High Service Close-in Cross-tie – On 10/10 Tatro will be tying into the High Service #2 transmission main on the north end of the project and final pipe installation should occur by the end of this week. We will be ready to fill next week for pressure and leakage testing. We hope to have the cross tie in service by the week of 29th if all goes well. We have run into excavation challenges with a fiber optics cable above the adjacent South Burlington 8” water main as it was not identified during the Dig Safe process. The City’s 8” main that was severed will be replaced with CWD and South Burlington splitting the cost of the +/-300 LF of pipe.

Williston High Service Tank – The Town has a commitment from the contractor that this paving will be completed by the end of October.

Williston East Tank Demolition – We met with the appraiser at the old Williston East Tank site on Tower Lane. The value of this parcel is determined by the number of units that can be developed on the property. Andy Legg is working with the Town on setbacks which include 150’ from the Interstate 89 right of way. We hope to be able to work through this process without the need for a full sketch plan submittal and will keep you updated.

Long Term Contract for Filter (DF) and Adsorption Clarifier (AC) Rebuilds – Suez removed the old media and has recoated the filter walls. Given that the filter underdrains were partially plugged with media, we worked with the underdrain manufacturer (Leopold) to come up with way to flush the trapped media out rather than replacing all the underdrain. The approach will entail cutting out the back six inches of underdrains on the east side of the filter. Suez mobilized yesterday and they are finishing up the cuts today. They will be flushing and recapping the ends this week. This is a new process for Leopold but we will save approximately \$30,000 in replacement underdrain costs if it works. Once the underdrain end caps are grouted in, it is a two week grout curing process before Suez will be back to in to replace the multiple media layers. We hope to be done and back in service with this filter by Thanksgiving.

Pipe Integrity Program (PIP) – Courtland Construction did excavate five pipe test pits, and the pipe was in good condition and these were false positives reported by the SmartBall technology. On a couple of the digs stones against the pipeline could have been the cause along with one location with a deflected joint. Discussion lead by Jonathan Stockbridge questioned if there was any value in retesting this length of pipe with SmartBall. Joe Duncan and Jim Fay reviewed the SmartBall costs and recommended that we needed to explore additional technologies for this type of analysis. They noted that many technologies are being developed at this time for application in the water industry.

Transmission System Valve Rebuilds – Over the past couple of weeks the Wholesale Department successfully rebuilt two transmission valves in the Town of Essex and Williston as part of our annual valve maintenance program. A blowoff repair is planned for later this month east of the Woodside Correctional Facility.

Interstate Tunnel Inspections – We are working with our structural engineer and believe we have a couple different options to remedy this issue. We will price out and present to the State for their approval.

Essex West Tank Pump Station – This draft report was received from our engineer and we are reviewing it with Town of Essex. We anticipate additional work to address some questions on constructability issues given ledge and discussion with land owners to include the actual future pump station site. We hope to do some surveying later this fall.

Manager’s Report

Annual Audit

The auditors are close to completion and we hope that CWD’s portion will be clean. The next Audit Subcommittee is scheduled for Monday, October 29th.

Town of Shelburne/CWD Infrastructure Ownership MOU

The two final supplemental documents have been recorded and copied on to the Town of Shelburne.

FY 2019-2020 Budget Process

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

New CWD Website With Civic Plus

We are on track to have the new website potentially launched on Thursday, October 25th but we may delay due to planned staff vacation time.

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

Early indication is that a PCE lining was not visually evident on the cut out AC pipe section, but lab testing will be performed to confirm. It now appears looping may be a more advantageous option given the predominance of AC pipe videoed versus the old Town mapping. There is also potential for shared funding between wholesale and retail given the supply and hydraulic advantages to both entities.

Sign Warrant

Bob Shand asked for a motion to approve the Warrants in the amount of \$646,514.28. Motion was made by Aaron Martin, Peter Gadue, seconded by with all Board members in favor.

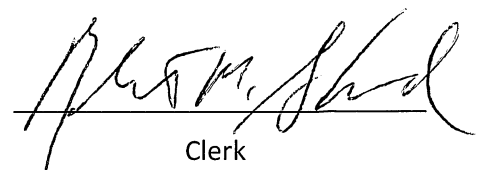
Executive Session – Personnel Relations / Contract Discussion

At 12:55 p.m. a motion was made by Liz Royer, and seconded by Peter Gadue that executive session was warranted for the above topic, with all Board members in agreement. Liz Royer then made a motion to go into executive session, seconded by Peter Gadue, with all Board members in agreement. It is noted that Joe Duncan, and Tracy Bessette stayed for the session. At 1:40 p.m. Dennis Lutz made a motion to come out of executive session, seconded by Peter Gadue with all Board members in favor.

No action was taken in executive session.

Any Other Business

At 1:40 p.m. Bob Shand asked if there was any other business, hearing none he asked for a motion to adjourn. Motion was made by Dennis Lutz, seconded by Roger Hunt, with all Board members in favor.



Clerk