

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

Present

Commissioners: Bob Shand, Jericho chaired the meeting; Ron Hubert, Milton; Via Go To Meeting: Karen Richard, Colchester; Dennis Lutz, S. Burlington; Liz Royer, Williston; Aaron Martin, Essex; Jonathan Stockbridge, Winooski; Alternate: Aaron Frank, Colchester; Employees: Joe Duncan, Jenn Hussey, Nate Pion, Melissa Hood & Chris Rongo

Absent

Peter Gadue, Shelburne

Bob Shand called the meeting to order at 11:57 PM.

Citizens to Be Heard

No citizens to be heard.

Mr. Duncan welcomed John Gifford newly elected Commissioner from Milton.

Approval of Regular Meeting Minutes of February 15, 2022

Bob Shand asked for a motion to approve the Regular Meeting Minutes of February 15, 2022. Aaron Martin made a motion to approve, seconded by Jonathan Stockbridge, with all Board members in favor. John Gifford abstained.

Financial/Operations Report

Mr. Duncan water sales for the month of February were very good as compared to historical at 9.37 mgd, bringing year to date to 9.63 mgd as compared to last year at this time of 9.64 mgd. This is interesting as we had a slow start to the fiscal year. January and February have been higher than normal. Mr. Duncan said that he and Melissa Hood have been working with a couple of the served systems to see if there is something going with the uptick in usage, primarily with Winooski and Williston. For the month of February Global Foundries averaged 3.24 mgd, bringing year to date to 3.29 mgd versus last year at this time of 3.38 mgd. Total average fiscal year sales are down 0.01 mgd, as compared to last fiscal year, with Global Foundries down 0.09 mgd from last year. February cost per million gallons was \$2,267.89, bringing year to date to \$2,059.11 versus last year of \$2,035.21/MG.

Capital Projects Update – Nate Pion summarized the following projects:

Essex West Pump Station – Work continues at the Essex West Pump Station. The primary efforts this month include laying out and installing the interior process piping, setting pumps, and completing the vault rehabilitation. All work by the Contractor associated with the Essex West Pump Station is tentatively scheduled to be completed by the end of March. After which, CWD will have the month of April to install all control wiring and operating programs to allow for the pump station to be brought online. Prior to final commencement, the Contractor will provide start-up services and training on all required equipment. The goal is to have the pump station in operation by the end of May.

Garage HVAC Improvements – The HVAC in the Garage Offices will be refurbished beginning April 4th. This space was originally designed for storage. Therefore, proper air circulation and temperature control were not prioritized. Recently, staff have used portable floor and window mounted air conditioning units to manage the office temperatures during the warm weather months. The improvements will include a new heat pump/condenser for heating and cooling plus a new energy recovery unit to circulate fresh air into the space. The system is anticipated to be operational by the beginning of May.

Tank Maintenance Program – The 2022 Tank Maintenance begins in April with the interior washout and visual inspection of the South Burlington East Tank (SBET). The tank will be offline from April 11th through April 29th. During this time, CWD

has asked that the City of South Burlington to avoid any unnecessary flushing and fire flow activities. Furthermore, no planned water shutdowns will be allowed within the City of South Burlington High Service Area.

Exit 16 Utilities – The Vermont Agency of Transportation advertised the Exit 16 Double Diamond utilities on March 2nd. Work under this contract includes the installation of a concrete utility duct bank, retaining walls, and relocation of CWD's 16" water main. Bids are due March 25th.

Mr. Duncan said he had a couple of additional items. The first being that we have experienced a string of unusual events with the grid, that hopefully are anomalies. Two weeks ago, we experienced a power surge that caused one of the VFD's for the Main Service Pumps to shut off. It did fry the drive and we were able to get a replacement from Pioneer Motors, but we are investigating what was the actual cause. On March 5th there was another power surge that caused us to lose two pumps, both on VFD's. One of the new VFD's tripped and shut itself off before there was any damage. The other one (High Service #1 VFD) took a hit, but did not shut off and ultimately burned out. That instance was caused by a squirrel that got into the GMP substation next to the treatment plant. On March 10th the VELCO grid, which is the main supplier to GMP, on their main line they had an arrestor break which caused shockwaves all the way from Bellows Falls to St. Albans, including CWD. It tripped the VFD that we had on, and were able to reset it. Hopefully these are just a string of random instances. Mr. Duncan said that we are looking at getting backup units onsite for redundancy.

The second item is that the City of South Burlington is getting close to using its available storage. They have a high service zone and a main service zone. The main service has a lot of available storage in that pressure zone because they have two 500,000-gallon tanks and they don't have the development surge and growth that it is being seen in the high service area. They will begin looking at what it means to add an additional storage tank. It is the City's responsibility to investigate it, and build it to CWD's specifications.

Manager's Report

CWD Water Commissioners

Mr. Duncan congratulated Aaron Martin for being elected to another three-year term as CWD Water Commissioner from the Town of Essex, and welcomed John Gifford who was elected to a three-year term as the new CWD Water Commissioner from the Town of Milton.

Annual Meeting

Mr. Duncan reminded the Board that this year's CWD Annual Meeting will be held on Tuesday, April 5, 2022 at 7:00 p.m. at the Champlain Water District in South Burlington with virtual attendance available.

Colchester Fire District (CFD) #1 Dissolution

Mr. Duncan said that upon transferring all water system assets and liabilities to CWD on January 1, 2021, CFD #1 no longer has any reason to exist as a political entity so they are pursuing dissolution. CFD #1 was created through an act of the legislature and it takes a legislative act for them to dissolve. CFD #1 did not have enough time in last year's legislative session to introduce a bill. Currently Representative Curtis Taylor of Colchester is working to introduce legislation for dissolution of CFD #1. A letter of support has been given to Representative Taylor indicating that CWD has acquired the CFD #1 water system and CWD supports the dissolution of CFD #1 as a political entity or body corporate. Mr. Duncan said that he will keep the Board updated as this process moves forward.

CFD #3 System Acquisition

Mr. Duncan noted that CFD #3 is proceeding with an Australian ballot vote at the CFD #3 office on March 29th from 7 am to 7 pm for the transfer of their water system to CWD. There will be an information meeting on March 22nd at 7 pm at the Town's White Meeting House at 830 Main Street to discuss the proposal. Mr. Duncan said that he will be attending the CFD #3 information meeting.

Union Contract

Mr. Duncan said that we had our second meeting on February 22nd at which Management introduced and reviewed our proposals. The next meeting is March 15th at 2:30 pm, at which we expect to begin negotiations.

General Manager Contract

Mr. Duncan stated that General Manager position is filled by the CWD Board of Commissioners through an Employee Contract, and that his current contract is for a 3-year term effective July 1, 2019 through June 30, 2022. Mr. Duncan said that he would like to discuss his contract renewal in Executive Session.

Sign Warrant #0222

Bob Shand asked for a motion to approve the warrants in the amount of \$584,605.93. Motion was made by Aaron Martin, seconded by Karen Richard with all Board members in favor.

Executive Session – System Acquisition, Union Negotiations & General Manager Contract Discussion

At 12:25 pm Bob Shand asked for a motion to go into executive session to discuss system acquisition, union negotiations, and General Manager contract discussion. Dennis Lutz made a motion that executive session was warranted. Motion was seconded by John Gifford, with all Board members in favor. Dennis Lutz then made a motion to go in to executive session, seconded by John Gifford, with all Board members in favor.

At 12:35 p.m. Dennis Lutz made a motion to come out of executive session, seconded by Aaron Martin, with all Board members in favor. No action was taken in executive session.

Any Other Business

At 12:36 p.m. Bob Shand asked if there was any other business. Hearing none John Gifford made a motion to adjourn, seconded by Karen Richard with all Board members in favor.

Clerk