

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

Present

Commissioners: Bob Shand, Jericho chaired the meeting; Pete Gadue, Shelburne; Dennis Lutz, S. Burlington Aaron Martin, Essex; Liz Royer, Williston; Via Zoom: John Gifford, Milton; Jonathan Stockbridge, Winooski, JD Piette, Colchester Alternate; Employees: Joe Duncan, Chris Rongo, Nate Pion, Ruchel St. Hilaire; Via Zoom: Melissa Hood; Public Citizens: Ralph Perkins, Amy LaTulippe

Absent

Karen Richard, Colchester

Bob Shand called the meeting to order at 12:00 PM.

Citizens to Be Heard

No citizens to be heard.

Approval of Special Meeting Minutes of December 5, 2023, and Regular Meeting Minutes of December 12, 2023

Bob Shand asked for a motion to approve the Special Meeting Minutes of December 5, 2023 and Regular Meeting Minutes of December 12, 2023. Pete Gadue made a motion to approve, seconded by Dennis Lutz, with all Board members in favor.

Financial/Operations Report

Mr. Duncan reported that water sales for the month of December were 8.90 mgd, bringing the year to date to 9.49 mgd as compared to last year at this time of 9.77 mgd. For the month of December GlobalFoundries averaged 2.90 mgd, bringing the year to date to 3.06 mgd, versus last year at this time of 3.28 mgd. Total average fiscal year sales are down 0.28 mgd, as compared to last fiscal year, with GlobalFoundries down 0.22 mgd from last year.

Capital Projects Update – Mr. Pion summarized the following projects:

Department of Energy “Better Plants Program” – CWD enrolled in the US Department of Energy “Better Plants Program”. The program is voluntary and acknowledges that CWD has pledged to “improve our energy performance by 25% over 10 years.” As part of the program, CWD is assigned a dedicated Technical Account Manager who offers free technical support in identifying energy productivity and funding opportunities.

Essex East Tank Easement – CWD has been working with the Essex Westford School District (EWSD) to correct the waterline easement that feeds the Essex East Tank (EET). The EET was transferred to CWD from the Town of Essex. After further research and field verification, CWD realized that the waterline as constructed does not lie fully within the easement area. Along with the waterline easement adjustment, CWD is also proposing to include access and drainage easements.

South Filtered Water Tank Replacement – CWD is in the process of finalizing all permits and approvals from the State. The internal goal is to have this project out to bid in February/March. Enclosed is the DWSRF Step III (Construction) Loan Application for the South Filtered Water Tank Replacement. The loan amount is \$5,500,000.

Bob Shand asked for a motion to approve the South Filtered Water Tank Replacement Drinking Water State Revolving Fund Step III (Construction) Loan Application for \$5,500,000. Motion was made by Aaron Martin, seconded by Pete Gadue, with all Board members in favor.

Manager's Report**Remaining Budget Process**

The FY24-25 Wholesale and "Retail" budgets have been approved at our prior Board meetings. The next step is a public meeting to discuss the proposed FY24-25 budgets at 7:00 pm on Wednesday, February 7th at CWD. At our February 20th Regular Meeting we will act on any public comments received. Final approval of the proposed budgets will be at the CWD Annual Meeting at 7:00 pm on Tuesday, April 2nd at CWD.

Reminder on Board Terms

Mr. Duncan reminded that Karen Richards, Jonathan Stockbridge and Pete Gadue are up for re-election for their expiring terms in March. Petitions to re-run are to be submitted by January 29th.

2024 CWD Board Meeting Schedule

Mr. Duncan reviewed the Board meeting schedule for 2024 and asked the Board if there were any questions or concerns on the schedule, to which there were none.

March 2024 Bond Vote

We are in the process of coordinating with the municipal clerks for the bond vote on March 5, 2024 (Town Meeting Day). For bond votes, we provide the clerks with our ballot item to be included on their ballot. On the day of the vote, the clerk from each municipality tallies and certifies the counts and provides them to us. We then compile the results from all 9 municipalities to determine if the bond vote passes or fails.

There has been some discussion among the clerks about reimbursement to the municipalities for conducting the bond vote. Currently, based on a modified policy by the CWD Board on April 7, 2000, CWD reimburses each member municipality up to \$300 per polling location to assist in offsetting some of the cost for the vote. Costs have certainly changed since 2000 and I reached out to the clerks to discuss our reimbursement policy. At this point, I am just bringing this to the Board's attention in case a request is made to modify our policy.

Public Budget Hearing

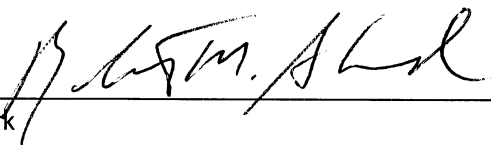
Mr. Duncan stated that CWD will be holding a Public Hearing for the budget presentation on Wednesday, February 7th, at 7:00 PM, which is open to the public.

Sign Warrant #1223

Bob Shand asked for a motion to approve the warrants in the amount of \$868,574.80. Motion was made by Pete Gadue, seconded by Dennis Lutz, with all Board members in favor.

Any Other Business

At 12:23 p.m. Bob Shand asked if there was any other business. Hearing none, Aaron Martin made a motion to adjourn, seconded by John Gifford, with all Board members in favor.


Clerk