

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

### **Present**

Commissioners: Bob Shand, Jericho chaired the meeting; Peter Gadue, Shelburne; Via Go to Meeting; Dennis Lutz, South Burlington; Ron Hubert, Milton; Aaron Martin, Essex; Karen Richard, Colchester; Jonathan Stockbridge, Winooski; Employees: Joe Duncan, Tracy Besette, Jay Nadeau, and Melissa Hood (remotely). Guests: Steve Roy, Colchester FD#3 Prudential Committee

### **Absent**

Liz Royer, Williston

Bob Shand called the meeting to order at 1:04 PM.

### **Citizens to Be Heard**

No citizens to be heard.

### **Manager's Report**

#### **Colchester Fire District (CFD) #3 Distribution Services Contract**

Mr. Duncan introduced Steve Roy to the Board. Mr. Roy stated that on behalf of the CFD#3 Prudential Committee he expressed their extreme gratitude to CWD and the Board in stepping up in CFD #3's time of need.

Mr. Duncan said that over the past several years CFD #2 had been performing contract operation services for CFD #3. Their existing contract expired on June 30, 2021 and the two entities were reportedly negotiating a renewed contract while CFD #2 continued contract operation services past the end date of the existing contract. On August 30<sup>th</sup>, CFD #2 notified CFD #3 that they were not renewing the contract and they were no longer performing contract operation services after August 31, 2021.

On August 30<sup>th</sup>, CFD #3 reached out to CWD to inquire if CWD would consider providing contract operation services for their distribution system. CFD #3 has indicated that their primary need is routine (non-emergency) Operation & Maintenance services at an average of 16 hours per week. We also identified that they need emergency response and on-call services, along with limited management services. After coordinating with our Distribution Department, we have confirmed that we are capable of performing the services CFD #3 is requesting and presented them with a Distribution Services Contract. The CFD #3 Prudential Committee signed the proposed contract on Tuesday, September 7, 2021.

Mr. Duncan stated that he would like to go in to Executive Session to discuss this further with the CWD Board.

### **Executive Session – Contract Negotiations**

At 1:07 pm Bob Shand asked for a motion to go into executive session to discuss contract negotiations. Peter Gadue made a motion that executive session was warranted. Motion was seconded by Jonathan Stockbridge, with all Board members in favor. Peter Gadue then made a motion to go in to executive session, seconded by Ron Hubert, with all Board members in favor. At this time Steve Roy left the meeting.

At 1:44 pm Peter Gadue made a motion to come out of executive session, seconded by Dennis Lutz, with all Board members in favor. No action was taken in executive session.

Following executive session Bob Shand asked for a motion to approve the Colchester Fire District #3 Distribution Services Contract. Aaron Martin made the motion, seconded by Bob Shand. All Board members were in favor with the exception of Ron Hubert who was opposed.

**Any Other Business**

At 1:45 p.m. Bob Shand asked if there was any other business. Hearing none Peter Gadue made a motion to adjourn, seconded by Ron Hubert with all Board members in favor.

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Clerk

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