

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

Present

Commissioners: Bob Shand, Jericho chaired the meeting; Karen Richard, Colchester; John Gifford, Milton; Via Zoom: Dennis Lutz, S. Burlington, Liz Royer, Williston; Employees: Joe Duncan, Chris Rongo, Nate Pion, Ruchel St. Hilaire; Public Citizens: JD Piette, Colchester Alternate; Bart Sherman, Shelburne Water Superintendent; Ralph Perkins, Gayle Pezzo

Absent

Jonathan Stockbridge, Winooski; Pete Gadue, Shelburne; Aaron Martin, Essex

Bob Shand called the meeting to order at 11:58 AM.

Citizens to Be Heard

Ralph Perkins and Gayle Pezzo, Colchester residents, presented information relative to the establishment of the Village of Westbury within the Town of Colchester. The presentation included results of a 2022 focus group led survey of 117 public water systems in Chittenden County and their potential to receive the wholesale rate.

Approval of Regular Meeting Minutes of September 12, 2023

Bob Shand asked for a motion to approve the Regular Meeting Minutes of September 12, 2023. John Gifford made a motion to approve, seconded by Karen Richard, with all Board members in favor.

Financial/Operations Report

Water sales for the month of September were 9.87 mgd, bringing year to date to 9.93 mgd as compared to last year at this time of 10.60. For the month of September Global Foundries averaged 3.12 mgd, bringing year to date to 3.16 mgd, versus last year at this time of 3.51 mgd. Total average fiscal year sales are down 0.67 mgd, as compared to last fiscal year, with Global Foundries down 0.35 mgd from last year.

VT Drinking Water State Revolving Fund (DWSRF) Intended Use Plan FFY2023 – The VT DWSRF Intended Use Plan for Federal Fiscal Year 2023 was adopted on September 20, 2023. CWD submitted four (4) projects to the DWSRF Program for consideration in FFY2023. The CWD Process Controls & SCADA Upgrade and Chemical Building Addition projects were both outside the fundable range. The Raw Water Parallel Transmission Main with a loan amount of \$3,125,500 was considered fully fundable. While the Filtered Water Storage Tank II with a loan amount of \$5,100,000 was considered partially fundable with a loan amount of \$2,332,580.

CWD recommended foregoing the Raw Water Parallel Transmission Main under the September 13, 2022 bond authorization and only pursuing construction of the Filtered Water Storage Tank II project under that bond to avoid an increase to rates. The Board supported the recommendation with the direction that the public should be informed of CWD's stewarding funds.

CWD Process Controls & SCADA Upgrade – CWD has been working with Stantec to draft 30% design documents for the Water Treatment Plant (WTP) Process Controls & SCADA Upgrade project. The existing process controls and SCADA system at the WTP are nearing the end of their expected useful life (20+ years old) and at high likelihood of failure. The process controls and SCADA system is the brain behind the WTP. It controls the operation of pumps, chemical feed systems, monitors flows, tank levels, filter and clarifier performance, etc. The consequence of failure is extremely high. CWD plans to construct a Process Controls & SCADA Upgrade at the WTP within the next 3-5 years. This improvement will reduce the likelihood of failure by replacing aging equipment and software, while improving the WTP operation and efficiency.

CWD plans to bond for the Process Controls & SCADA Upgrade project in March 2024. The intent is to repurpose the

unused funds from the September 13, 2022, bond for construction of the Process Controls & SCADA Upgrade project. In the coming months, CWD will provide the Board with the total project cost, water rate impact, and bond vote documents to review and approve.

Tank Maintenance Program – CWD has received final budgetary pricing for the new Tank Maintenance Contract from USG. A schedule of pricing over the next 15 years, beginning in Year 2024 was shared. Tanks which still require interior or exterior renovations under the existing Contract will not transition over to the new Tank Maintenance Contract until the year after their renovation. Pricing for any tank still under the existing Contract is budgetary.

CWD is in discussions with USG regarding the language in the new Water Tank Maintenance Contract. Staff hopes to provide the Board with a Contract for review at the November Board meeting.

Manager's Report

FY24-25 Budget Schedule

The FY24-25 budget schedule was shared. Staff are currently preparing their budgets. The financial model and expectations for the FY24-25 budget will be discussed at the November meeting.

CWD Water Repeats as "New England's Best"

On September 19th CWD won the New England Water Works Association (NEWWA) taste test for "New England's Best" tap water. CWD earned the bragging rights and the trophy for the second time in a row among the New England utilities at NEWWA's fall conference in Burlington, VT. We are the first utility to win the award back-to-back after taking first place at last year's taste test in Newport, RI. The award reflects CWD's dedication to providing high quality drinking water. It takes a team of qualified and passionate employees to do what we do, and Joe thanked the staff for their role in that. Joe also thanked the Board for their support in our mission to sustainably deliver safe, reliable, high quality drinking water.

Sign Warrant #0923

Bob Shand asked for a motion to approve the warrants in the amount of \$774,860.13. Motion was made by Karen Richard, seconded by John Gifford with all Board members in favor.

Executive Session

At 12:51 p.m. Bob Shand asked for a motion to go into executive session to discuss the General Manager's contract and labor relation items. John Gifford made a motion that executive session was warranted, seconded by Karen Richard, with all Board members in favor. John Gifford then made a motion to go into executive session, seconded by Karen Richard, with all Board members in favor.

At the end of executive session, a motion was made by Bob Shand to come out of executive session, seconded by Karen Richard, with all Board members in favor. A motion was made by Karen Richard that the retirement section of the General Manager employment contract should be altered to reflect the original intent of the CWD 457 contribution percentage remaining a static 4.5%. Motion seconded by John Gifford, with all Board members in favor.

Any Other Business

Joe Duncan noted that the next Board meeting will be on Tuesday November 14th. At 1:59 pm, 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