

**NORTH BENNINGTON WATER BOARD
MINUTES OF MEETING
1 MARCH 2023**

PRESENT: David Shaughnessy, Arla Sampsell, Jerry Elwell, Steve Goodrich, Ted Fela, Mary Rogers, Vickie Dejnozka and April Paulin

David called the meeting to order at 5:54 pm

MINUTES

Steve moved to approve the minutes of 1 February 2023, as presented. Arla seconded the motion. Motion passed unanimously.

TREASURER'S REPORT

Vickie reported that she and Mary have gotten QuickBooks all set up and they have pulled over the balances rather than all the information. The Sage program will still be available to print reports from etc. but no more information will be entered, and no more subscriptions will be purchased. They will continue to meet every Monday until Vickie is comfortable doing it herself. They have also asked Steve Love to do the audit as they are all ready for it.

The new payroll service is all set up. Employees will be able to track their vacation time and paid time off. Vickie will be a backup person on the account in case there are any issues.

Mary handed out her analysis. The bond payment has been made. Mary is still trying to track down the USDA grant for reimbursement. She has been emailing and has collected all the information needed and sent it all to Craig for verification. Apparently it was not received by the State in the format they wanted but they did not say anything until months later when Mary inquired about the payment.

They are still trying to figure out the balance of the leftover money for the purchase of new hydrants.

Mary had received a letter from USDA stating that they require a single audit for the remaining money. Steve Love is helping Mary and sent a letter back to them outlining their standards from April 2022 stating that it is not required, and their reply was that the rules have changed. Mary and Steve Love will continue to work on that.

WARRANTS

Steve moved to approve the warrant for March 2023 for \$49,588.85, check #'s 10299-10312, 2 EFT's and 1 debit payment. Arla seconded the motion. Motion passed unanimously.

There was no payroll warrant for March. It will be presented in April and will be for March.

SUPERINTENDENT'S REPORT

Ted has received an allocation request for MSK Engineering for a 4 acre property on Riverside Drive owned by Henry House LLC that is being subdivided. The request is for 360 gpd for a 4-

bedroom, single family home. The original request was for a 234' 1" service line. Ted talked with them and they said the line would be closer to 200' and a 1 ½" line would be better coming off a 4" main. We would supply the curb box and would do the install and tapping according to our current regulations.

Steve approved the 360 gpd allocation request for the 1 ½" line on Riverside Drive in the Town of Bennington. Arla seconded the motion. Motion passed unanimously.

Ted and David met with Norm to discuss the 8 galvanized lines on Prospect and Pleasant Streets that are going to be replaced. Norm is unable to help with the project so Ted got quotes from four contractors. The bids include digging up, paving, topsoil, backfill and patches. Matt Morse's bid was \$32,500. Fletcher Loomis was \$24,490, Weaver Excavation was \$30,045 and Jerome Construction was \$36,500. There was discussion on Matt Morse and Fletcher Loomis being just one person vs the other two bidders having more manpower to be able to get the job done in less time. The Board likes the idea of more guys because it means that the hole will not be left unmanned while the truck is gone removing dirt.

Steve moved to accept Weaver Excavating's bid for \$30,045. Arla seconded the motion. Motion passed unanimously.

Ted will send letters to the 8 customers so they can decide if they would like to replace their lines at the same time and how to do it. Ted has spoken to one customer that has said she will do hers at the same time. If they decline to have it done now they will need to sign an acknowledgement that they will be responsible if their line fails and needs to be replaced in the future.

Letters have been mailed to all customers informing them of the rate increase. Ted has emailed a copy of the letter to the Shaftsbury Administrator. He has also notified Shaftsbury about swapping out the old meter and installing the new. After discussion Ted and the guys figure they could change the meter in daytime by bypassing the meter and removing the bypass once the meter is installed.

Filter #1 has been prepped and will be painted next week.

There are 31 past dues accounts. Notices have been left and some payments have been made. Meters will be read at the end of the month for bills to be mailed out the beginning of April.

There was discussion of payment plans or 10 month plans to help customers keep their bills paid and up to date. Jason had reviewed our customer agreement letter 5-6 years ago and the Board would like him to review it again. This topic will be tabled until a later date to give the Board more time to come up with ideas of ways to best proceed.

OLD BUSINESS

The Board is still undecided on the land and would maybe like to take a look at it and see if it's worth it to have and pay taxes on. David will send a letter to Jason to tell him the Board is still thinking about it.

The Board discussed the generator and the fixed amount the State would be giving us. The Board would like to know the exact cost of doing the whole thing so that they would know how much, if any, money the Board would have to pay to complete.

Steve motioned to explore the cost of the equipment, installation etc. of the generator as outlined by the State. Arla seconded the motion. Motion passed unanimously.

David will tell the State that we are moving forward while we explore everything. If the cost ends up too high then we can pull out and explain to the State why we did so.

After the Board had the last month to look over the information on the ^{Asset} ~~Access~~ Management Plan and seeing that the grant would cover all costs Steve moved to proceed with the contract and for Otter Creek to proceed with the plan. Arla seconded the motion. Motion passed unanimously.

David passed out information that he has gathered regarding the Solar Project and the transmission line that will be affected.

Steve moved to continue this meeting on March 15th at 6 pm to discuss the Solar Project to give the Board time to look over the new information. Arla seconded the motion. Motion passed unanimously.

Steve moved to suspend this meeting at 7:18 pm until March 15th at 6 pm. Arla seconded the motion. Motion passed unanimously.

This meeting was reconvened on 15 March 2023.

PRESENT: David Shaughnessy, Arla Sampsell, Jerry Elwell, Steve Goodrich, Mary Rogers (as a member of the public) and April Paulin.

This reconvened meeting was called to order at 5:59 pm by David.

David presented site maps of the proposed relocation of the water main by the Solar Project. The solar company has proposed relocating a portion of the 100 yr. old 6" & 12" main at their expense. The proposal was sent to Otter Creek engineering for their input. Mark and Craig sent back their comments.

The wording in the proposal calls for a 25' easement on either side of the main. The Board would like it to be clarified as a right of way that the Board would own and maintain so that there should never be a problem with access. Our engineers need to work closely with their engineers

and contractors so that everything is done correctly and there are no shortcuts. They would also like the line done before the solar panels are installed. The Board would like a lawyer to guide them through it all.

The Board agreed that the proposal was a good idea but a lot of work still needed to be done and they need to be sure they are protected. They also feel the Solar company should be paying any legal and engineering expense for the Board. Mary stated that as a member of the public she was very supportive of the idea.

David will contact both Frank and Jason to get started.

The Board would like to walk the property on East Road just to rule out if it was a benefit to have it and pay taxes on it.

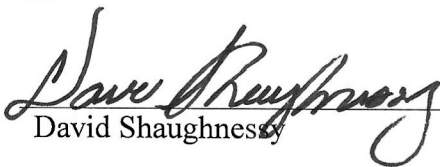
Daryll Whetherall had contacted Steve about a small piece of property he owns on Holliday Drive that may be a benefit to the Board. This would involve the newly installed transmission line that runs parallel to Holliday Drive. Steve will get in touch with him and he and Ted can take a look at it.

Arla moved to adjourn this meeting at 6:25 pm. Steve seconded the motion. Motion passed unanimously.

Respectfully submitted,

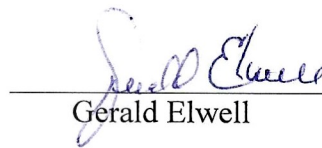
April A. Paulin
Board Secretary

Approved:



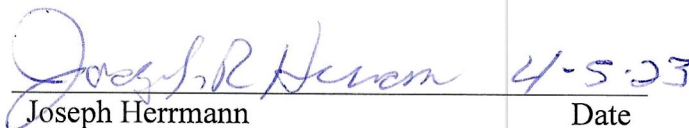
David Shaughnessy

Date



Gerald Elwell

Date



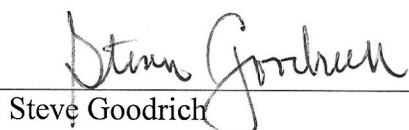
Joseph Herrmann

Date



Arla Sampson

Date



Steve Goodrich

Date