

NORTH BENNINGTON WATER BOARD
MINUTES OF MEETING
3 January 2024

PRESENT: Steve Goodrich, Arla Sampsell, Joe Herrmann, Edward Myers, Ted Fela, Doug Buggee and April Paulin

Steve called the meeting to order at 6:58 pm.

MINUTES

Joe moved to approve the minutes of 6 December 2023, as presented. Arla seconded the motion. Motion passed unanimously.

WARRANTS

Ed moved to approve the payroll warrant for 7 December – 3 January for \$12,344.02. Arla seconded the motion. Motion passed unanimously.

Joe moved to approve the monthly warrant for 6 December – 3 January for \$25,553.15, check #'s 10522-10546 and 1 debit. Check #10527 should be listed as Green Mountain Power and not filtration plant. Arla seconded the motion. Motion passed unanimously.

TREASURER'S REPORT

The bank statements weren't ready until today and Doug didn't have a chance to do the cash balance reports so he will email them to the Board next week.

Doug has had email contact with the CPA in Latham regarding doing our audits and has forwarded the audit to them. They had a few questions and Doug included Mary on the email. The holidays have slowed things down a bit but Doug hopes to have more information this week. He will email the Board when he hears back from them.

The accounts are going well and Shaftsbury has paid their bill.

Steve discussed with Doug the possibility of project accounts to help show money going in and out and what it is used for. Doug agreed that that is actually a good idea and is no problem to set up as we can have as many accounts as we want. The Board will discuss this further and get back to him once they decide how they would like to do it.

SUPERINTENDENT'S REPORT

Ted emailed the following report to the Board prior to the meeting:

- **Generator Project**- Project is currently out to bid. Bid opening is January 9, 2024.
- **PFAS (Overlea Rd. & Harvest Hills)**- Currently in the State's hands. Craig is awaiting the underwriting. Timeline, a few months.

- **AMP-** Level of Service goals need to be decided upon and submitted to the State.
- **Hall Street Project-** Aaron Perez of VRWA, marked out the approximate location where the Cold Spring water line crosses Hall Street. MSK has surveyed his marks and added it to their plans.
- **Adjusting Filter Dosage-** Alum is off for the season and began using the PASS-10 polymer.
- **5 Mechanic Street-** It was determined, and on 12/6/23, further confirmed by Aaron Perez of VRWA, there is a leak on the galvanized service at the Bennington College owned house, 10 Prospect Street. The service was replaced by Jerome Construction on 12/7/23. The excavation was dry but after replacement the previous audible leak was gone indicating that the leak was very small. The replacement of the galvanized service line appears to have had no effect on the sump pump at 5 Mechanic Street. Additionally, it was discovered that there is an existing cistern in the basement of 5 Mechanic Street. The cistern does contain water, but the amount and depth were unable to be determined due to inaccessibility. We continue to record daily measurements of the well/cistern on the Bennington College property.
- **Sanitary Survey-** 12/14/23 with Matthew Hunt, DWGPD. Survey went very well. No deficiencies were noted. I should have the survey letter early next week.
- **Town of Shaftsbury-** Water bill payment posted 12/27/23, along with letter stating the payment is in full but under protest.
- **Filtration Plant-** Boiler has been cleaned and serviced by Blue Flame.

Ted had received the sanitation survey report and gave a copy of the letter to the Board.

Mary has not heard back about the money from the USDA.

BUDGET

The line item for the Shaftsbury Solar Array was budgeted for \$5,000 and we have already paid the lawyer \$6,320.74. As there was no agreement beforehand regarding them paying all the expenses we may have to eat the \$11,000. Robert Clark, the new engineer from Otter Creek, has emailed Attorney Steven to make sure he has the wording for them to pay and in a reasonable amount of time.

The Board also wanted to add a line item under Board Compensation for reimbursement for paper and ink.

Arla moved to approve the 2024 Water Board Budget for \$542,801.12. Joe seconded the motion. Motion passed unanimously.

OLD BUSINESS

Steve met with Craig and Robert for an update on projects. It was brought up that the upgrades are not done as the hydrant flow and the pressure tests are still needed to get the certificate. The cost for those tests is \$3500. This is something that may be able to be rolled into the AMP but they are not sure.

The AMP is about 60% done. The plans will be submitted to the State for approval.

The State put out the invites for the bids for the Standby generator and are due back the 8th or 9th of January.

Robert Clark is the new engineer from Otter Creek as Craig is now with MSK Engineering. The Solar company has finally agreed to go through the wetlands as the Board wanted and Robert feels the project will start by the end of summer.

There was some discussion of State money may still be available that we may be able to use to take care of the Jennings line and add a booster station in Harvest Hills to pickup new customers and help land values in that area.

We are currently down a member as David has resigned. Steve will check with Mark Boudreau to fill David's spot.

Last month it was discussed of having additional officers and spreading out the duties.

Steve will fill the role of Purchasing Agent, Arla will be the Board Clerk and Ed and Joe will be the Treasurers and work with Doug.

Arla being the Clerk will be in charge of the Agenda. If anyone from the public would like to address the Board they would need to contact Arla 1 week before and she will let them know if there is room on the agenda, what time to be there and how long they have to address the Board.

She will be in charge of timing for the Agenda items to keep the meetings running smoothly. If Ed or Joe need to report anything to the Board they will also contact Arla and let her know how much time they will need.

Steve will let Doug know what kind of trails he wants for the sinking funds to keep track of our projects and Doug will get the numbers to Steve as the Purchasing Agent so the details will be in the minutes.

The Board will look at the numbers and may add a connection fee to plan for future improvements. The State Statute states charges can be added as long as they are reasonable and fair.

Steve will make sure copies of all emails and responses from the engineers, lawyers etc. are sent to all Board members so they are kept in the loop and know where things stand.

There was discussion of having another open house this summer at the plant for the public to have a chance to see how things are done and ask questions and meet everyone. It was also mentioned to maybe have a public meeting on the rates etc. sometime after the open house. Having large, framed maps of the system was also brought up to maybe have on display at the depot in the other room.

This year's Town Report will be dedicated to Jerry. Steve asked the Board to email him any pictures or stories they would like to include in the dedication.

Ed moved to adjourn this meeting at 8:29 pm. Arla seconded the motion. Motion passed unanimously.

Respectfully submitted,

April A. Paulin
Board Secretary


Approved:




Steve Goodrich Date



Joseph Herrmann Date 2-7-24



Edward Myers 2/7/24 Date



Arla Sampsell Date