

Draft

**North Hero Water Board Meeting
Board Meeting Room/Town Office
Monday... January 26, 2009... 6:30 P.M.**

In Attendance: Water Board - Terry Schaefer, James O'Boyle, Robert Rousseau, and Rob Cunningham
Absent: Larry Dupont (in London!)

Board Clerk: Jo-Ann Tier
Assistant Water Operator: Douglas Ward
Auditor: Bart Wilcox
Water Operator: Absent – Jeff Gratton

CALL MEETING TO ORDER

Meeting was called to order by Chair at 6:31 P.M.

James O'Boyle was welcomed to his first meeting as a Water Board Commissioner.

Mr. O'Boyle expressed an interest to visit the Water Plant. Terry shared Jeff Gratton's work schedule with Mr. O'Boyle.

Robert Rousseau reported that the Board of Select did appoint James O'Boyle to the Water Board at the 4:30 P.M. meeting today.

RECOGNITION OF VISITORS AND PUBLIC COMMENT

Bart Wilcox was recognized by Chair.

Bart shared with the Board how he wanted to become more acquainted with the workings of the Water Board.

Discussion and sharing with Bart...

- Chair suggested that Bart meet with Rob Cunningham who works very hard putting budget figures together and reviewing the budget throughout the year for the commission. Rob would be able to answer all of his questions. ERU Funds and Capital Funds .. Rob will answer questions when meeting with Bart.
- Warrants are brought to each meeting for review and signatures of the commission for payment.
- CD's are short term... this handled by the Town Clerk .. 3months term due to cash flow.
- Town Clerk Treasurer is the Water Board Credit Supervisor.
- Delinquent water users... names reviewed by the Water Board.

An invitation to attend the Water Board Meetings was extended to Bart.

ADJUSTMENT OF AGENDA

**Under Board Discussion/Action - Revised budget... Rob Cunningham
Approval of Minutes..... for November 24, 2008**

Approval of Minutes...

November 24, 2008

**Rob Cunningham made a motion to accept the minutes of
November 24, 2008 as read. This motion was seconded by Robert
Rousseau.. hearing no further discussion.. this motion was carried
3-0.**

**Letter received from Joe Poquette at the November 24th meeting was
referenced at this time...**

- **Concrete boundary marker... ?...has that been replaced..
Ans. from Terry Schaefer.. yes, and that he and Joe Poquette
have spoken about this.**
- **ERU's... question.. has Joe been in touch with Terry to
resolve his concern about the ERU's Ans. no
Discussion.... Pete will check on the files in the office to see
what the records show... future agenda item.**

**Note: A copy of the letter from Joe Poquette dated November
24, 2008 attached to the minutes.**

December 29, 2008 (minutes and notes)

**Robert Rousseau made a motion to accept the minutes of
December 29, 2008 as read. This motion was seconded by Rob
Cunningham.. hearing no further discussion.. this motion was carried
3-0.**

Note: minutes.. were taken during a phone conference.. notes thereafter.

REPORTS

Water Operator

Note: no report from the Water Operator..

**Chair asked Doug Ward if he would like to add anything at
this point....**

Doug shared .. all appears to be going well.

Doug referenced that over last weekend - disinfectant extremely low... pump was air bound.. Today, tested at a .5

Terry asked Doug if he had any idea of the water usage count for last month. Ans., no.. Terry will phone Jeff sharing with him how important it is that the commission receives this monthly information.

Terry shared information on the "leak" on Lakeview Drive recently...

Commission thanked Doug for attending the meeting.

Town Clerk/Treasurer

=Update on Water Accounts

Pete reported that approximately \$2,500.00 has been received since the last meeting.

Question was asked approximately how much is outstanding..

Ans. \$19,009.00.

Discussion..

Rob Cunningham made a motion that the "pink" letters be sent out with any appeals coming before the commission..

This motion was seconded by Robert Rousseau... hearing no further discussion.. this motion was carried 4-0.

Commission asked Pete for an update at the next meeting.

OPENING OF... REQUEST FOR QUALIFICATIONS... Water Storage Reservoir

Chair reported that the commission sent out statements of qualifications to the following:

- Phelps Engineering Inc
- Krebs and Lansing Inc.
- Forcier Aldrich and Associates Inc.
- Otter Creek Engineering, Inc.

At this point, Terry Schaefer, shared that he has a "conflict of interest", therefore, will step away from any conservation and/or decisions at this time.

As of this date... statement of qualifications have been received from Phelps Engineering, Inc. and Forcier Aldrich and Associates, Inc. It was noted that Krebs and Lansing will not be submitting and that we await to hear one way or another from Otter Creek Engineering, Inc.

Note: qualification statements were distributed to: Rob Cunningham, Robert Rousseau, James O'Boyle and Rob Cunningham. Rob will take copies to Larry Dupont.

Future Agenda Item.....

Note: If information is received from Otter Creek Engineering, Inc... Jo-Ann will forward to the commission immediately.

BOARD DISCUSSION/ACTION

Revised Budget... Rob Cunningham

Rob explained that after the meeting with the Board of Select, the Water budget was reduced by 10%.

Robert Rousseau explained that the Board of Select asked all Boards/Commissions to consider a reduction of 10% for the upcoming year.

Rob reviewed the revised budget... some areas of revision area..

WTP Equipment Maintenance, legal fees, engineering, service connections, materials, and etc.

Robert Rousseau made a motion to accept the revised North Hero Water Board budget in the amount of \$486,600.. this motion was seconded Rob Cunningham... hearing no further discussion .. this motion was carried 4-0.

Note: revised budget attached to minutes of this meeting.

Approval of Warrant

Warrant reviewed by commission....

Robert Rousseau made a motion that the check warrant report dated January 26, 2009 in the amount of \$3,117.50 be paid. This motion was seconded by Rob Cunningham.. hearing no further discussion.. this motion was carried 4-0.

Note: copy of this warrant attached to the minutes.

CORRESPONDENCE AND SHARING

**Discussion is the \$2,500.00 fee a fair number at this time?
And, the importance of quality water.....**

EXECUTIVE SESSION

Executive Session not needed at the meeting this evening.

AGENDA BUILDING

February 23, 2009....

Board Discussion/Action... ERUs... Joe Poquette

Statement Qualifications.. Water Storage Reservoir

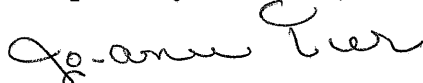
Reports.... Town Clerk/Treasurer - update on water accounts

ADJOURNMENT

Robert Rousseau made a motion to adjourn this meeting at 7:29 P.M.

**This motion was seconded by James O'Boyle.. hearing no further discussion..
this motion was carried.. 4-0.**

Respectfully Submitted,


Jo-Ann Tier

**C: Water Commission... Terry/Robert/Rob/James and Larry
Town Clerk
Bart Wilcox, Auditor
File**