

Unapproved....

North Hero Water Board
Board Meeting Room/Town Office
Tuesday, March 31, 2009 starting at 6:30 P.M.

In Attendance: Water Board Commissioners: Larry Dupont, Rob Cunningham,
Jim O'Boyle, Robert Rousseau and Terry Schaefer
Board Clerk: Jo-Ann Tier
Water Board Operator: Jeff Gratton
Assistant Water Board Operator: Doug Ward
Town Clerk/Treasurer: Pete Johnson
Guest: Joseph J. Duncan, PE, NSPE

CALL MEETING TO ORDER

Meeting was called to order at 6:30 P.M.

ADJUSTMENT OF AGENDA

Re-organization ... Election for Chair
... Board Clerk
... Meeting Dates
... Re-adoption of past procedures and policies

Under Board Discussion.. Addendum A.. Assistant Water Plant Operator
Employment Contract... Larry Dupont

RE-ORGANIZATION

Election for Chair

Larry Dupont made a motion that Terry Schaefer continue as
Chair for the North Hero Water Board. This was seconded by
Rob Cunningham.. hearing no further discussion.. this motion was
carried 5-0.

Board Clerk

Rob Cunningham made a motion that Jo-Ann Tier continue on as
the North Hero Water Board Clerk... this motion was seconded by
Larry Dupont.. hearing no further discussion.. this motion was carried
5-0.

Meeting Dates

Larry Dupont made a motion that the Board continue on with Water Board Meetings being scheduled for the fourth Monday of each month – starting at 6:30 P.M. at the North Hero Town Office Conference Room. This was seconded by Robert Rousseau.. hearing no further discussion.. this motion was carried 5-0.

Past Procedures and Policies for the Water Board

Larry Dupont made a motion that the past procedures and policies for the North Hero Water Board be re-adopted... this motion was seconded by Rob Cunningham.. hearing no further discussion.. this motion was carried 5-0.

APPROVAL OF MINUTES..... January 26, 2009

Rob Cunningham made a motion that the minutes of January 26, 2009 be accepted as read... this motion was seconded by Larry Dupont... hearing no further discussion.. this motion was carried 5-0.

RECOGNITION OF VISITORS AND PUBLIC COMMENT

Joseph J. Duncan, PE, NSPE from Forcier Aldrich & Associates reviewed with the Board following:

Water Storage Reservoir Preliminary Engineering

FA & A Project No. 09003

Joseph reviewed the Agreement.. Water Storage Reservoir Preliminary Engineering FA&A Project No. 09003.

It was noted that North Hero Water Board was not fortunate to received Stimulus monies in the first round... i.e.142 projects submitted and North Hero came in at 132. However, word is out that there may be another offering coming up next year.

Discussion took place that the North Hero Water Board wants to be prepared in the event this opportunity should come through again with approval for North Hero. A timeline will be put into place with having the following ready:

- Location paperwork in place
- permit (s) all approved DRB, etc.
- Planning Loan Program paperwork approved by Board of Select
- Etc.

Robert Rousseau wanted to clear for the records that the second site for the water tower is on Sunset View Road and not Windridge Lane.

Joseph Duncan reviewed the following with the Board:

- Scope of Services
- Evaluate Required Storage Volume
- Development of Storage Alternatives
- Tank Type
- Recommended Plan
- Report
- Meetings
- Excluded Services

A discussion took place on water tank types. The Board agreed that the paperwork should reflect a glass-fused-to-steel, at-grade and elevated.

Drinking Water State Revolving Loan Fund Planning Loan Program

Explained by Joseph....

Discussion

Larry Dupont made a motion that the Planning Loan Application is to be revised not to exceed the amount of \$5,600.00 for Selectboard review and signatures. This motion was seconded by Rob Cunningham.. hearing no further discussion this motion was carried 4-0.

Noted for the records: Terry Schafer abstained due to a conflict of interest from any discussion and voting.

Mr. Duncan was informed by the Board that all paperwork on this Project be directed to Jim O'Boyle and Marie Kilbride.

REPORTS

Water Operator

Jeff reviewed his Water System Report for March 2009.

- 02.19th to 03.26th 2,026,730 million gallons, for an average of 57,906 gallons.
- Filters 1,2 and 3 have run well.. Jeff did reference with the lake ice melting the lake turbidity has changed and that has also made the filters temperamental.
- Dwayne has the new transducer for wet well # 2, and still needs to install it.
- Lake Morey Classes were reviewed. Doug and Jeff would like to attend. Board agreed for them to attend...
- Spring training for Doug, Jeff, reviewed. Board has no objection with Doug attending.
- Jeff shared curb stops in some of the areas being hit by snow

plows.

Letter dated February 12, 2009

Jeff presented the Board with a letter received from Bruce and Michelle Viani.. single family residence on 255 Clover Lane.. parcel ID number is 11-01-64. They are seeking seasonal water.

Discussion... letter to be sent from Terry that we do have adequate water to supply them with seasonal water.

Action: Jeff was instructed to review records for size of pipe (s) in that location and report back to Terry Schaefer.

Vacation Time

It was noted by Terry Schaefer that Jeff has 2 weeks from last year. Letter submitted from Jeff Gratton .. he will be taking his vacation from May 22nd to June 8th. Douglas Ward will be covering the Water Plant.

Board shared they had no problem with Jeff taking this time off and Doug covering.

Action: copy of said letter given to Pete Johnson.

Seasonal Water Users

Copy of the names for the seasonal water turned off and on by Richard Fleury was given to J. Gratton and Town Clerk.

Wish List

Jeff reviewed his wish list...

- Internet service
- Second hard drive
- Tachometer
- OSHA violations
- Access doors

Discussion..... Electrical Proposal from DC Energy dated March 06, 2009 was reviewed by Jeff.

Larry Dupont made a motion that items on Jeff's wish list be approved.. along with the DC Energy invoice. This motion was seconded by Rob Cunningham.. hearing no further discussion.. motion carried 5-0 no nays.

Notice of Alleged Violation

This receipt was noted by Town Clerk/Treasurer Pete Johnson. Certified Mail... received by Town of North Hero on March 25, 2009
Re: Violation of Maximum Contaminant Level for Total Haloacetic Acids (HAA5)

Jeff Gratton, at this time, stated public notice certification would be put into place.

Action: Public Notice Certification... information attached to the minutes.... dated: April 02, 2009
Copy of Certified Mail attached to the minutes.

Town Clerk/Treasurer

Update on delinquent water accounts

Page 1 of 5 were distributed and reviewed by the Board.

Pete shared that it appears that a sum of \$6,184 could be at risk at this time and that he will keep Board updated monthly.

Year Budget Status Report.. dated: 03/31/09

Budget Actual of Budget information distributed to:

- General Expenses
- Dept and Capital Funding
- Total all Funds

BOARD DISCUSSION/ACTION

Approval of Warrant

Warrant for payment was signed by all commissioners.

Correspondence from Joe Poquette dated: February 23, 2009

Re: ERUs

Discussion.....

It was noted that the Poquette's have 7 ¼ ERU's ... with a yearly payment to the Town of over \$5,000.00.

Board agreed that Chair send a letter to Joe Poquette asking if wants any of the parcels listed changed to seasonal... i.e.

=283 Quarry Road

and = 8069 US Route # 2

If that be the case they (the Ppoquettes) could to hold-off on the 4th quarterly payment for the said properties.

Service Connection... Old Town Hall

Discussion... request for a 4" service connection...

Bob Greenough was expected to be at this meeting. Board felt perhaps his absence is due to the meeting change date.

Bob will be invited to the April 27th meeting.

Jeff Gratton was asked to double check on the North Hero House and Court House connection and report back to the Board.

Update on Qualifications... Water Storage Reservoir
Discussion took place earlier.....

Addendum A .. Assistant Water Plant Operator Employment Contract
Larry reviewed the following addendum A for the Assistant Water Plant Operator Employment Contract:

Pay for Town of North Hero Observed Holidays Non Weekends:

- a. 4 hours pay per day
- b. Required to be on-call the PM before the holiday to the AM the day after the holiday.
- c. If there is additional work during this period only the time that exceeds the 4 hours will be paid additional.

These items may be reviewed and updated by the board as conditions warrant.

Discussion...

Robert Rousseau made a motion that addendum A... assistant water plant operator employment contract be approved by the Board... this motion was seconded by Jim O'Boyle... hearing no further discussion this motion was carried.

Note: This addendum A was signed by Water Board Representative: Terry Schaefer and Assistant Water Plan Operator: Douglas Ward.

Action: copy to be placed in personnel file.

CORRESPONDENCE AND SHARING

Update... Patricia LaBounty (07-01-75)

Terry shared that a letter is being sent to Patricia LaBounty informing Her that there is an adequate water supply in North Hero to supply water to her building lot on the property owned at 1928 Pelots Point Road.

Action: copy of letter to Town Clerk/Treasurer and copy of letter for File 07-01-75

OLD BUSINESS

EXECUTIVE SESSION

Not needed this evening.

AGENDA BUILDING

April 27, 2009.... Town Hall Connection.. Bob Greenough
.... Water Board Operator.. update on

... violation... re: public notice HAA5
Water Operator... size connections to
North Hero House and Court House

ADJOURNMENT

**Robert Rousseau made a motion to adjourn the meeting at 8:45 P.M.
this was seconded by Rob Cunningham.. hearing no further discussion..
this motion was carried 5-0.**

Respectfully Submitted,



Jo-Ann Tier

**Note: The e.mail address for Doug Robertson was mailed to Jim O'Boyle on
Wednesday, April 01, 2009 by Jo-Ann.**

**C: Commissioners: Robert Rousseau/Larry Dupont/Jim O'Boyle/Rob
Cunningham and Terry Schaefer**

**Town Clerk/Treasurer
Web Page
File**