

Draft

**North Hero Water Board
Monday... October 27, 2008 6:30 P.M.
at North Hero School**

In Attendance

Water Board..... Terry Schaefer, Robert Rousseau, Rob Cunningham Jack Miller
and Larry Dupont
Water Operator.. Jeff Gratton
Board Clerk..... Jo-Ann Tier
Town Clerk..... Pete Johnson
Guest..... Courtney Fisher 7:35 P.M.

CALL MEETING TO ORDER

Meeting was called to order by Chair Terry Schaefer at 6:30 P.M.

Terry Schaefer said he wanted to recognize Jack Miller for his 13 years of service on the Water Board and the contribution he has made. The Board wished Jack the best in his future endeavors.

Chair welcomed Town Clerk, Pete Johnson to the meeting

RECOGNITION OF VISITORS AND PUBLIC COMMENT

Notes made under "adjustment to the agenda"

APPROVAL OF WATERBOARD MINUTES FOR September 22, 2008

Jack Miller made a motion to accept the minutes of September 22, 2008 as read. This motion was seconded by Larry Dupont... hearing no further discussion this motion was carried 5-0.

ADJUSTMENT OF AGENDA

Reports..... Town Clerk Pete Johnson
Board Discussion/Action Mr. Edward Bergeron – interested in getting water.
Board Action..... Appointment of Delinquent Water Collector
Board Discussion..... Courtney Fisher... water line to Community Hall
Correspondence/Sharing... Letter from Brandy Baker... dated: August 13, 2008
Correspondence/Sharing... Ad for Jack Miller's replacement

REPORTS:

WATER OPERATOR

Reviewed his report.... October water production 2,179,285 million gallons for a daily after of 83,819 gallons per day.

Plant:

Filters have still be running very well.

Check valve on raw water pump # 2 is leaking – has been replaced

“Gate driver” board came in for VFD # 2... Dwayne will review and sort out..

board received looks different than the bad one.

Backwash tanks emptied.. about 29,000 gallons

Source Protection Plan submitted and accepted... Pete Johnson helped out on this.

THN... average is within the limits..

HAA.. average not within the limits.

Lines:

Flushed blow offs.

Cleaned up work area on blockhouse Point Road

Painting of the bollard and blow offs is done.

Work area on Blockhouse Point Road.. cleaned

Other:

Generator.. water pump replaced... waiting now to see if it leaks.

Discussion took place on CDL.. update to be given at the next meeting.

It was noted that this a “Town” requirement.. Larry Dupont will be checking with Jeff/Claudine Williams (insurance contacts) to get a feel from them on this requirement. Also, Larry, will run this by Marie Kilbride (Selectboard).

Jeff Gratton will see that Pete Johnson receives one of the packets that had been prepared for people who had an interest to get water by Ruth Miller.

Board asked Jeff Gratton to prepare a “wish list” as budget time is upon us. Suggested budget information should be forwarded to Rob Cunningham prior to December 1st.

TOWN CLERK

Hook-on fee

The hook-on fee for year 2008... Pete asked how many so far this year?

Discussion.... Poquette – South-end Road

Curtin Lane

Bayview Drive

? Rockledge

Jeff Gratton will meet with Pete Johnson to review who was hooked-on since July of 2008.

Jeff did say once he does the “inspection” he gives info to the Town Clerk.

Pete asked where is the money deposited Ans. ERU Account at the recommendations of the auditors. (note: not the local auditors)

Pete reported that one ERU is lagging and water payment is also due.

Board asked if a lean had been placed on the property? Pete will check into this and report back.

Board asked how far back are the water payments due for this person? Pete will check and report back to the Board.

The procedure for shutting off the water.. notice time to be given, etc. was reviewed with Pete.

Board encouraged Pete to be aggressive with outstanding water accounts.

At this point of the meeting, the Board complimented Ruth Miller for her Outstanding job in keeping on top of all outstanding water accounts.

Year Status Budget Report

Distributed to the Board..... discussion... Board did wonder the figures for "Contracted Services" budget = \$10,000.00 actual = \$11,055.00. Board felt the painting (staining) was a part of this figure... did work done by Dwayne Cormier come from this area also?

Board thanked Pete Johnson for bringing this information to the meeting as very soon they will be working on budget figures.

At this point, Jack Miller did inform the Board that there will be rate increase for electricity.. it could be as high as 9 plus % and that this increase should be reflected in the budget preparation.

APPROVAL OF BILLS FOR PAYMENT

Referenced by the Board was payment due by November 15, 2008 for
1. Semi-annual Interest Due \$66,429.38 2. Annual Principal Due \$65,000.00
Total Payment.. \$131,429.38.

Rob Cunningham made a motion to approve payment for Warrant Report dated: October 27, 2008 in the amount of \$158,546.42. This motion was seconded by Larry Dupont hearing no further discussion.. this motion was carried 5-0.

BOARD DISCUSSION/ACTION

Assistant Water Operator

Rob Cunningham made a motion to appoint Jim Zeno as the Assistant Water Operator because of his experience with the State of Vermont. This motion was seconded by Larry Dupont.. hearing no further discussion.. this motion was carried 5-0.

Discussion followed –

- =Larry Dupont volunteered to get together with Jeff Gratton to work on = a job description
- = set number of hours
- = salary
- = etc.

This information to be submitted to the Water Board for approval at the next meeting.

=Terry Schaefer and Jo-Ann Tier will prepare letters to be sent to other candidates who applied for this position.

Estimate – CSG .. install 2 exterior access doors

Discussion... this item will be brought up during budget preparation time.

Resignation Acceptance

Larry Dupont made a motion to accept the resignation for Jack Miller effective November 01, 2008 with regret.

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

Appointment of Delinquent Water Collector

Larry Dupont made a motion to appoint Town Clerk Pete Johnson as the delinquent Water Collector.. this motion was seconded by Robert Rousseau.. hearing no further discussion.. this motion was carried 5-0.

Community Hall

Courtney shared with the Board his attendance was to discuss the change in the water line to the Community Hall. A 4" line is being proposed.

Terry Schaefer shared that a 4" line does throw up "red" flags..

In no way would the Water Board put the water users in danger.

Question that has to be addressed and answered: 1. gallons per minute - off the water main 2. Sprinkler design.. dry or wet system

Discussion..... flow test? It was suggested that Mike Burke consult with Historical Society.. Terry Schaefer will phone him

Edward Bergeron – 46 Jigger House Point Road

Discussion.. Mr. Bergeron's interest to get Town water.

Larry Dupont made a motion that a letter be prepared and signed by Chair Terry Schaefer with the following information...

- ERU fee is \$2,500.00 with an annual fee of \$695.
- Town Clerk has all necessary paperwork
- Your are on a private road and it will be necessary for you to seek permission from the other water users to extend the water line to your property
- The Water Board is prepared to pay for a 4" water line material from the end of the present line (200 plus feet in length) to your property curb stop at the charge of \$560.00 (per quote of Mr. Scandore). The Board is in favor of this expense because of the possibility of future hook-on

This motion was seconded by Rob Cunningham... hearing no further discussion... this motion was carried 5-0.

CORRESPONDENCE/SHARING

Letter from B. Baker

Letter from B. Baker read by Terry Schaefer... Mr. Baker has interest for water meters.

Discussion... Terry Schaefer will phone Mr. Baker as to why water meters are not in place at this time. Note: Mr. Baker requested that someone phone him.

Note: = copy of said letter attached to the minutes.

= Terry took original letter with him.

Ad for Jack Miller's replacement

Ad has been forward to The Islander "The North Hero Water Board seeks to fill a vacancy on the North Hero Water Board. Applicants are asked to submit a letter of interest no later than November 14, 2008 to Terry Schaefer, Chair at 422 Abnaki Road, North Hero, Vermont 05474... Questions concern the notice may be addressed to Terry Schaefer at 372-3937.

EXECUTIVE SESSION... If need be

It was agreed that there was no need to have an Executive Session this evening.

AGENDA BUILDING

November 24, 2008...

Board Discussion/Action.....

Budget

Job Description.. Assistant Water Operator

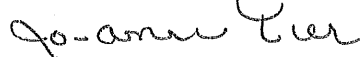
Town Clerk
CDLfor Jeff Gratton....

Update on number of new ERU's... 2008
Insurance companies opinion ... Larry Dupont
conversation with Marie Kilbride

ADJOURNMENT

Robert Rousseau made a motion to adjourn this meeting... this motion was seconded by Rob Cunningham.... Hearing no further discussion.. this motion was carried 5-0.

Respectfully Submitted,



JoAnn Tier

C: Water Board Terry/Larry/Robert/Rob
Town Clerk
File
Web Page