

## Water Commission Minutes

12-02-2019

Called to Order: 6 PM

Members Present: Fran Huntoon, David Sander, Christy Witters, Bard Hill, Don Morin

Absent:

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Others Present: Josh Arneson, Town Manager; Kendall Chamberlin, W & Sewer Superintendent; Kathy Daub-Stearns, Admin. Assist.; Gary Bressor, Mary Houle and Ruth Miller was present to videotape the meeting for MMCTV Channel 15.

**1. Welcome** by Bard. No comments.

### **2. Additions or Deletions to the Agenda.**

- a) Kendall requested that a letter from the Reap's be added as a sub-topic of the Superintendent's Report. It was agreed.

### **3. Other Business**

- a) Request from Gary Bressor to reduce the water & sewer allocation at 4 Cochran Rd.

Gary stated he would like to reduce his water allocation by 1 unit to match his DRB application.

David made a motion to change Gary Bressor's water allocation to 7 units as requested, Fran seconded. All were in favor.

- b) Discussion warrant approval process

Bard began the discussion stating that W & S has followed the Selectboard policies unless there's been a reason not to and that the commission has followed the Warrant & Purchase policies to date. Don stated he's uncomfortable approving payments he doesn't understand or have knowledge of. Don would like to have something that Josh or Connie sign indicating that everything is in order. Josh explained the procedures for invoice payments adding that the procedure and policies are approved by the auditors. Bard would like Kendall's initials to be consistent and legible. Kendall stated that he's initialed approval of invoices for 25 years and this is the first there's been a problem. Josh said he would find out if anyone's signature besides board members could be on the warrant paperwork.

- c) Review of SB policies and vote on adoption of these policies by the W & S Commission

Bard stated that before 1988 all boards the same, now it's different. The question is should we adopt the Town's policies or do separate policies. The discussion that followed included which policies the Water & Sewer Commission should adopt, if any, as well as whether the Commission should follow the same policies as the Selectboard. It was decided that Josh would

sort through the Selectboard policies and provide the ones relevant to the Commission by mid-February, starting with the Warrant and Municipal Purchasing policies.

d) Set the date for the 2020 Annual Water & Sewer Meeting

Tuesday, May 19<sup>th</sup> at 6pm at the library, Josh will confirm with Rebecca as well as looking into Camel's Hump as alternative location to avoid the construction area.

e) Update of Bridge St. waterline project

Josh met with key staff members and it looks like mid-April will be the start date. All invoices have to be in by mid-September so starting earlier to ensure the project is done in case of delays is prudent. There will be traffic and business disruptions, Green Mountain Engineering is presenting at the Selectboard meeting to address the concerns. Kendall stated that everything is on track to have bids out shortly.

f) Superintendent's Report

1. Kendall reported the plant is taking in a lot of septage from haulers and thanked the residents on Esplande for putting up with a lot of traffic recently.

2. Kendall provided a letter from the Reap's, the Commission read it for the first time. The letter states that they would like the proposed connection to be private, not public and that they are only interested in bringing in sewer lines. In the discussion that followed it was noted that the 3" line they are proposing is the size Kendall would approve but the where the connection would actually be is in question, they may need to go to the manhole past the school pump station. Kendall state that the Commission has to decide if the line would be public or private, new policy gives Board that decision making power.

3. Kendall reported the department is still looking for a truck the question is whether to buy new or used.

4. Kendall said he's looking at technology that would acoustically test pipes for blockage.

**4. Approval of Minutes, Warrants & Purchase Orders**

a) Warrants were approved.

b) David moved to approve the minutes Christy seconded. All were in favor except Don who abstained.

**5. Discuss items for next agenda and adjourn**

a) Reap's letter – Josh and Kendall will draft a letter to Reap's for the boards next meeting.

b) Follow up on Annual meeting

c) Superintendent's Report.

David moved to adjourn, Christy seconded. All were in favor. The meeting ended at 6:50 PM.