

Row #

**Planning Timeline for Sewer System Expansion into Gateway District**

Draft as of 7/2/21

Item	Goal Completion Date	Status	Notes
RFQ for Engineers		Completed	
Review of timeline with Green Mountain Engineering	2/25/2021	Completed	
Submit to Priority List	2/25/2021	Completed	
Phase 1a Cost	2/25/2021	Completed	Jericho Rd. to Reaps
Phase 1b Cost	2/25/2021	Completed	Village to Reaps
Phase 2 Cost	2/25/2021	Completed	Reaps to Synerpic Health
Phase 3 Cost	2/25/2021	Completed	Synerpic Health to Mobile Home Park
<b>Water and Sewer Commission Meeting</b>	<b>3/1/2021</b>	<b>Completed</b>	
Meet with Thomas Brown on funding options and Mobile Home Park interest and desired timeline for construction	3/5/2021	Completed	CWSRF does not offer a subsidy for Mobil Home Parks unless the Mobile Home Park is in a designated growth center or the MHP septic system has failed
Explore USDA Funding Option	3/11/2021	Completed	There may be some subsidy, or at least lower interest rate, for Phase III if income in Mobile Home Park service area is low enough to qualify.
Clarify how financing/subsidy would work for construction conducted in phases over several years.	3/15/2021		
<b>Water and Sewer Commission Meeting</b>	<b>3/15/2021</b>	<b>Completed</b>	
Discussion with attorney regarding process to expand water and sewer district.	3/23/2021	Completed	One vote needs to be held to include residents in current district and in the proposed area of expansion.
Determine if Reaps, Mobil Station, and/or Mobile Home Park are interested in water service.	3/31/2021		
Discussion with Peter Brown regarding lack of substantial subsidies for the project and voting requirements.	3/31/2021	Completed	
Ask attorney if we need a new bond vote.	4/1/2021	Completed	A new bond vote is prudent.
<b>Water and Sewer Commission Meeting</b>	<b>4/5/2021</b>	<b>Completed</b>	
Adjust boundary line between Phase II and Phase III such that Phase II would include Mobil Station	4/7/2021	Completed	Request has been made to GME. GME will update their work on the PER to include this change.
<b>Water and Sewer Commission Meeting</b>	<b>4/19/2021</b>	<b>Completed</b>	
Create map of current district and verify with attorney	4/30/2021	Completed	
Water and Sewer Commission to approve map of current Water and Sewer District	5/3/2021	Completed	
<b>Water and Sewer Commission Meeting</b>	<b>5/3/2021</b>	<b>Completed</b>	
Clarity of CWSRF Subsidy for Construction	5/5/2021	Completed. Application has been denied.	
CWSRF Priority List will be released	5/14/2021	Completed	
Meet with Reaps and Mobil Station to discuss their desired timelines for construction	5/15/2021		
Water and Sewer Commission to recommend CWSRF planning loan application be signed by the Selectboard.	5/17/2021	Completed	
Selectboard sign CSWRF planning loan application	5/17/2021	Completed	
Updated map to show proposed expansion area and define parcel IDs included in this area	5/17/2021		
<b>Water and Sewer Commission Meeting</b>	<b>5/17/2021</b>	<b>Completed</b>	
<b>Annual Meeting</b>	<b>5/18/2021</b>	<b>Completed</b>	
Create draft rates based on original PER	5/21/2021	Completed	
<b>Special Water and Sewer Commission Meeting</b>	<b>5/24/2021</b>	<b>Completed</b>	
Determine timeline and costs for holding special meeting to expand the Sewer District	5/31/2021		Timeline has been worked on. Cost estimates are pending.
Confirm 50% subsidy for PER	5/31/2021	Completed	
Consult with Town attorney regarding allocation of costs to new users	5/31/2021		
Determine if cost of PER will be borne by the new users	5/31/2021		

7	Item	Goal Completion Date	Status	Notes
44	Guidelines for cost of private infrastructure for new customers	5/31/2021		
45	<b>Water and Sewer Commission Meeting</b>	<b>6/7/2021</b>	Completed	
47	<b>Special Water and Sewer Commission Meeting</b>	<b>6/14/2021</b>	Completed	
46	Contact State to inquire about how the new budget bill may benefit the project	6/15/2021		
48	Finalize Financing Structure	6/21/2021		
49	<b>Water and Sewer Commission Meeting</b>	<b>6/21/2021</b>	Completed	
50	<b>Special Water and Sewer Commission Meeting</b>	<b>6/28/2021</b>	Not held	
51	<b>Water and Sewer Commission Meeting</b>	<b>7/6/2021</b>		
52	<b>Special Water and Sewer Commission Meeting</b>	<b>7/12/2021</b>		
53	Preliminary Engineering Report Completed	7/14/2021		
54	Updated Engineering Estimates for all phases	7/14/2021		
55	<b>Water and Sewer Commission Meeting</b>	<b>7/19/2021</b>		
56	<b>Special Water and Sewer Commission Meeting</b>	<b>7/26/2021</b>		
57	Estimated flow per each Phase and Determine if there is a need to reduce septage received based on not exceeding 80% capacity	7/31/2021		
58	Determine incremental increase in O&M	7/31/2021		
59	Update Rate Structure	7/31/2021		
60	Re-Calculate fixed costs and variable costs and Increased customers	7/31/2021		
61	Re-Calculate rate structure based on estimated uses and usage in each Phase	7/31/2021		
62	Informational sheet for water and sewer district expansion vote	7/31/2021		
63	Check in with potential new customers in Phases I, II, and III to share updated costs and sample rates.	8/2/2021		
64	<b>Water and Sewer Commission Meeting</b>	<b>8/2/2021</b>		
65	<b>Special Water and Sewer Commission Meeting</b>	<b>8/9/2021</b>		
66	Decision point: Determine based on feedback from new users if we hold a bond vote and vote to expand water and sewer district? If answer is NO then determine how to move forward with water and sewer service to Reap property.	8/16/2021		
67	<b>Water and Sewer Commission Meeting</b>	<b>8/16/2021</b>		
68	<b>Special Water and Sewer Commission Meeting</b>	<b>8/23/2021</b>		
69	Potential date for Water and Sewer Commission to vote on recommending bond vote and vote on water and sewer district expansion.	9/7/2021		
70	<b>Water and Sewer Commission Meeting</b>	<b>9/7/2021</b>		
71	<b>Special Water and Sewer Commission Meeting</b>	<b>9/13/2021</b>		
72	Potential date for Selectboard to vote on passing resolutions to hold a bond vote and to hold a vote on water and sewer district expansion.	9/20/2021		
73	<b>Water and Sewer Commission Meeting</b>	<b>9/20/2021</b>		
74	<b>Special Water and Sewer Commission Meeting</b>	<b>9/27/2021</b>		
75	<b>Water and Sewer Commission Meeting</b>	<b>10/4/2021</b>		
76	<b>Special Water and Sewer Commission Meeting</b>	<b>10/11/2021</b>		
77	<b>Water and Sewer Commission Meeting</b>	<b>10/18/2021</b>		
78	<b>Special Water and Sewer Commission Meeting</b>	<b>10/25/2021</b>		
79	Potential date to hold a bond vote and to hold a vote on water and sewer district expansion. If vote is NO then determine how to move forward with water and sewer service to Reap property.	10/26/2021		
80	<b>Water and Sewer Commission Meeting</b>	<b>11/1/2021</b>		

7	Item	Goal Completion Date	Status	Notes
81	Special Water and Sewer Commission Meeting	11/8/2021		
82	Water and Sewer Commission Meeting	11/15/2021		
83	Decision point: Determine which phases (if any) go to bid for Construction?	11/15/2021		
84	Begin Final Design and Permitting	11/16/2021		This is a 6 month process
85	Special Water and Sewer Commission Meeting	11/22/2021		
86	Water and Sewer Commission Meeting	12/6/2021		
87	Special Water and Sewer Commission Meeting	12/13/2021		
88	Determine Coordination with Rt. 2 re-paving project scheduled to begin Fall of 2022	12/15/2021		
89	Water and Sewer Commission Meeting	12/20/2021		
90	Special Water and Sewer Commission Meeting	12/27/2021		
91	Proceed with bid for construction as necessary	1/15/2022		
92	Construction begins	Spring 2022		