

Planning Timeline for Sewer System Expansion into Gateway District

Draft as of 5/20/21

Changes since the 5/7/21 version are in red

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 Synergic Health
Phase 3 Cost	2/25/2021	Completed	Synergic Health to Mobile Home Park
Water and Sewer Commission Meeting	3/1/2021	Completed	
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		
Water and Sewer Commission Meeting	3/15/2021	Completed	
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.
Water and Sewer Commission Meeting	4/5/2021	Completed	
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.
Water and Sewer Commission Meeting	4/19/2021	Completed	
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	
Water and Sewer Commission Meeting	5/3/2021	Completed	
Clarity of CWSRF Subsidy for Construction	5/5/2021	Completed. Application has been denied.	
CWSRF Priority List will be released	5/14/2021		
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		
Water and Sewer Commission Meeting	5/17/2021	Completed	
Annual Meeting	5/18/2021	Completed	
Create draft rates based on original PER	5/21/2021	Completed	
Special Water and Sewer Commission Meeting	5/24/2021		
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		We have been told we can get this. Will not be finalized until CWSRF loan application is completed.
Consult with Town attorney regarding allocation of costs to new users	5/31/2021		

Item	Goal Completion Date	Status	Notes
Determine if cost of PER will be borne by the new users	5/31/2021		
Guidelines for cost of private infrastructure for new customers	5/31/2021		
Water and Sewer Commission Meeting	6/7/2021		
Special Water and Sewer Commission Meeting	6/14/2021		
Finalize Financing Structure	6/21/2021		
Water and Sewer Commission Meeting	6/21/2021		
Special Water and Sewer Commission Meeting	6/28/2021		
Water and Sewer Commission Meeting	7/6/2021		
Special Water and Sewer Commission Meeting	7/12/2021		
Preliminary Engineering Report Completed	7/14/2021		
Updated Engineering Estimates for all phases	7/14/2021		
Water and Sewer Commission Meeting	7/19/2021		
Special Water and Sewer Commission Meeting	7/26/2021		
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		
Determine incremental increase in O&M	7/31/2021		
Update Rate Structure	7/31/2021		
Re-Calculate fixed costs and variable costs and Increased customers	7/31/2021		
Re-Calculate rate structure based on estimated uses and usage in each Phase	7/31/2021		
Informational sheet for water and sewer district expansion vote	7/31/2021		
Check in with potential new customers in Phases I, II, and III to share updated costs and sample rates.	8/2/2021		
Water and Sewer Commission Meeting	8/2/2021		
Special Water and Sewer Commission Meeting	8/9/2021		
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		
Water and Sewer Commission Meeting	8/16/2021		
Special Water and Sewer Commission Meeting	8/23/2021		
Potential date for Water and Sewer Commission to vote on recommending bond vote and vote on water and sewer district expansion.	9/7/2021		
Water and Sewer Commission Meeting	9/7/2021		
Special Water and Sewer Commission Meeting	9/13/2021		
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		
Water and Sewer Commission Meeting	9/20/2021		
Special Water and Sewer Commission Meeting	9/27/2021		
Water and Sewer Commission Meeting	10/4/2021		
Special Water and Sewer Commission Meeting	10/11/2021		
Water and Sewer Commission Meeting	10/18/2021		
Special Water and Sewer Commission Meeting	10/25/2021		
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		
Water and Sewer Commission Meeting	11/1/2021		

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