

North Hero Water Board Meeting
Monday, September 12, 2016 6:30 P.M.
North Hero Town Office Meeting Room

In Attendance: Water Board - Larry Dupont, Rob Cunningham and Nicholas Kinney

Absent: Chad Wimble and Bryan McCarthy

Noted: that Larry will be away on training in October and into November..and Bryan will return to North Hero by September 18th.

Board Secretary - Jo-Ann Tier

Note: Town Clerk and SOS not in attendance this evening

CALL MEETING TO ORDER

Meeting was called to order by Chair Larry Dupont at 6:30 p.m.

ADJUSTMENT OF THE AGENDA

Noted: The 3rd blow-off location suggestions from SOS is to be removed as a future agenda item – (at this time)

Board Discussion/Action

- Repairs to Filter #3
- Fall Seasonal shut-offs
- Plant Upgrade (175 filter)

APPROVAL OF THE MINUTES FOR July 11, 2016

Rob Cunningham made a motion to accept the minutes for July 11, 2016 as read.

This motion was seconded by Nicholas Kinney.. hearing no further discussion – minutes were accepted as read.

APPROVAL OF THE BILLS FOR PAYMENT

A warrant with invoices, in the amount of \$11,820.70, was circulated for Board review.

Nicholas Kinney made a motion seconded by Rob Cunningham that this warrant in the amount of \$11,820.70 be paid. This motion was seconded by Rob Cunningham.. hearing no further discussion... this motion was carried.

REPORTS

SOS

September 9th... report

Board felt the water flow is looking good.

Suggestions was to ask Kevin if it would be possible to have a comparison

review i.e. reports on September 2015 – September 2016 ... October 2015 – October 2016 as part of the monthly report,etc. (an each month comparison.. Sept.2015 Sept 2016)
Note: Larry to chat with Kevin about this possibility.

August 19th and September 2nd Report

O and M requirements that the state is requiring.. was noted also was the September 2nd report.... Kevin emailed Jennie Auster to see if she is going to do the O and M for the upgrade... has not reached her yet. - future agenda item

September 9th Report

Reference from this report...

- Tapping at Poppas Way... 1.5 inch tap.
Question ... application and drawing – have they been submitted to the Town Clerk’s Office?
Note: Nick Kinney check into this...
- Filter 3... actuator replaced last week... working well.
- VT Alert...
Notification areas reviewed by the Board- with a further review during this meeting

Town Clerk/Treasurer

(Report submitted from Pete Johnson was review.)

VT – Alert Update

- Local database completed
- 111 have signed-up
- Randy Bronson has our database and it is ready to be used
- Kevin is working on “notice areas” for conditions that are localized vs. system wide
- Local training for Alert use should be asap and will take approximately 90 minutes.
Suggestion.. week of September 19 – 23rd.
 - Water Board = Larry, Bryan and Nick
 - Office = Pete and Corinn
 - Plant = Kevin

The grouping to be discussed... i.e.

- 4 key areas
- 2 main groups
- 2 sub groups
- etc.

Once a group designation has been established, Nick Kinney, will insert this info into the “map maker”.

Larry will chat with Pete with a date to get together.

FY15/16 results

Surplus of \$38, 236 noted

(note: copy of the North Hero Water Operations Budget Report attached to the minutes given the Town Clerk's Office)

FY 16/17 Y-T-D- (see attached)

(looking reasonable at this point – note: at 17% of year)

(note: copy attached to the minutes given the Town Clerk's Office)

BOARD DISCUSSION/ACTION

Priority Schedule for SOS

Briefly discussed. NK will be in touch with Kevin for a November/December/January/etc. “winter projects” for the water plant. (this will be an October agenda item)

Bilco Hatches

Is to remain as an agenda item... to be discussed when Bryan McCarthy is in attendance.

Map Update NK

Is to continue as fall agenda item

Filter # 3

Project is underway with materials ordered. This item to continue on the agenda for updates.

Plant Upgrade (175 filter)

Board agreed that it may be wise to start the process.. reference was

- Engineering company
- State involvement
- Bond process
- Time frame

- Policies involved
- Checking with Pete on the process that needs to be followed.
- Nick will be in touch with Pete

As a start... Nick will put a letter together that will be reviewed by Pete to engineering companies with the said letter also be forwarded to the Water Board by e.mail for their review and comments.

Fall seasonal shut-offs (by the customer)

Concern was expressed for those folks who do not call in to give the information as to when The shut-off took place.. with the date, etc.

Sending a letter off to the seasonal folks reminding them of their responsibility to notify North Hero Water Department when their water is turned off and/or on.

Rob Cunningham made a motion for Larry Dupont to met with Pete Johson to review the Possibility of a letter going out the season folks ... this motion was seconded by Nicholas Kinney.. hearing no further discussion.. this motion was carried.

AGENDA BUILDING

October 10, 2016 Meeting

Note: Larry Dupont will be unable to attend this meeting. Rob Cunningham will chair this meeting.

SOS

=O & M Upgrade

=Update on Filter # 3

Board Discussion/Action

=Priority Schedule for SOS .. NK and SOS

=Bilco Hatches BM and SOS

=Plant Upgrade (175 filter) NK

=Updates on Filter # 3.. if any

=Update on fall seasonal shut-offs.. by the customer

November agenda items

...Map update NK

EXECUTIVE SESSION... IF NEEDED

An Executive Session was not needed this evening.

ADJOURNMENT

Rob Cunningham made a motion to adjourn at 7:10 p.m. This motion being seconded by Nicholas Kinney.. hearing no further discussion.. this motion was carried.

Respectfully Submitted

Jo-Ann Tier

Attachments to the minutes given the Town Clerk's Office:

SOS Reports

Week ending July 15, 2016

Week ending July 22, 2016

Week ending July 29, 2016

Week ending August 12, 2016

Week ending August 19 to August 26

Week ending September 2, 2016

Week ending September 9

Suggested VT Alert notification areas

Copy of the letter sent to Parcel ID 10-00-07 following the July 11, 2016 meeting

Copy of the warrant for this September 12, 2016 meeting (\$11,820.70)