

North Hero Water Board Meeting
Monday, November 14, 2016
6:30 P.M.
North Hero Town Office Meeting Room

In Attendance: Water Board: Larry Dupont/Bryan McCarthy/Chad Wimble/Rob Cunningham
Absent: Nicholas Kinney
SOS: Not in attendance
Town Clerk/Treasurer: Pete Johnson
Secretary: Jo-Ann Tier
Guest: no one in attendance this evening

CALL MEETING TO ORDER

This meeting was called to order by Chair Larry Dupont at 6:32 P.M.

ADJUSTMENT OF THE AGENDA

Under Board/Action

- Proposed Budget for FYI 17/18 RC
- O & M upgrade
- 2016/2017 Wish List
- Remove Bilco Hatches.. until SOS is in attendance BM/SOS
- Draft.. proposal .. Engineering Consulting Services
- History of the North Hero “hook-ons”

APPROVAL OF THE MINUTES FOR.... October 10, 2016

Rob Cunningham made a motion to accept the minutes for October 10, 2016 as written.
This motion was seconded by Bryan McCarthy.. hearing no further discussion... this motion was carried.

APPROVAL OF THE BILLS FOR PAYMENT

The Check Warrant Report dated November 14, 2016 with invoices was distributed to the Board for approval in the amount of \$22,600.44.
Chad Wimble made a motion to approve this warrant in the amount of \$22,600.44.
This motion was seconded by Rob Cunningham... hearing no further discussion .. this motion was carried 4-0.

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REPORTS

SOS

The 2016 Wish List from SOS was given to each Board person....

The Board agreed to prioritize the "2016 Wish List:

- Upgrades
- Number 1 – with the idea to repair from the FY16/17 budget
- Number 2
- Number 3
- Upgrade
- future

UPGRADE

=new filter... upgrade online turbidimeters to current technology Hach 1720E, etc.

=new VFD drives

=Upgrade HMI for new filter monitoring

=O & M to meet state requirements

Notes: Board shared concerns to be pro-active... referenced was the report from Kevin – week ending: November 11, 2016.

Re. Jennie Auster referenced.. "she is in the process of moving but said she will have the O & M info ready and submitted by the January 1 deadline". Board has a concern for requesting an extension for the deadline date of January 1.

Note: the Board has asked for a weekly e.mail update from SOS

Bryan will meet with Kevin to discuss the concern of the Board

NUMBER 1

=Smooth out concrete going into the chemical feed room

(estimated cost = \$200.00)

=Rebuild exit door hardware in chemical feed room (look into at spring time)

(estimated cost =\$500.00)

=Replace raw water sample faucet in the lab.

(estimated cost = \$350.00)

=Install an I-beam or a safer way to pull the VFD pumps

(estimated cost - \$1,500.00) Note: Chad and Bryan will visit the Water Plant to review with Kevin and report back

=Update smoke alarms

(Bryan will investigate cost. Following this results.. the Board will decide if this expenditure will come from the FY16/17 budget.)

=Paint or reside building

(estimated cost \$8,000.00 to \$10,000.00)

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The Board discussed having this work done July/August of 2017.

The Board asked that this item appear as a future agenda item...

=Repair outside faucets at plant
(estimated at \$250.00 each)

Number 2

=Fix loose siding on new addition (note: Bryan and Chad will repair this)

Number 3

=Get poly manhole lids for backwash tanks (no estimate given)

Board agreed concrete would be better.. given confines of space

=Install new gate valve outside clearwell # 3 (\$1,500.000)

=Make a loading dock outside addition (no estimate given)

=Install AC for lab area (\$3,500.00)

=Change sum pump set-up to clearwell #3 for CL17 analyzer (no estimate given)

=Paint lab room floor to help keep dust down (no estimate given)

Future

Better way to feed water to combined turbidimeter. Back pressure valve?
(no estimate given)

Replace hardware of Bilco hatches

(estimated at approximately \$1,000.00)

Note: Bryan will be working with Kevin on this project and report back at the December Meeting.

Water Truck

Discussion of the water truck being inoperable... no brakes.. not inspected

Discussion... Board agreed to try and sell asking Pete Johnson to check with the Board of Select.

Rob Cunningham made a motion for the disposal of the water truck, "as is", with Pete Johnson checking with the Board of Select to see if they had an objection and also that Pete sign over the title if it gets to that point.

This motion was seconded by Chad Wimble... hearing no further discussion... this motion was carried. 4 -0

Priority Schedule From SOS SOS/NK

NK not in attendance... this item will again appear on the December agenda

TOWN CLERK/TREASURER

Pete distributed his November 14, 2016 **Budget Status Report...**

- . Year to date = 42%
- . The Board is "treading well"!
- . Debt and Capital Funding... is "on plan"

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The Board thanked Pete Johnson for his reporting

Vermont Alert

.130 have responded

.notification groups have been set-up

A short discussion took place. Board suggested that as part of Pete's Annual Report that he reference the "Vermont Alert".

ERU Funds

Pete shared with the Board that "ERU Funds" can be used within reason... and of the importance of keeping the Board of Select updated.

BOARD DISCUSSION/ACTION

Bilco Hatches

Moved to the December agenda. Bryan M will discuss this when Kevin is in attendance.

Plant Upgrade (175 filter)

To be continued as an agenda item

Upgrade on filter #3

The DRAFT "Request For Proposal" ... Engineering Consulting Services.. 2017 Municipal Water Plant Enhancements/Filter Upgrade.. distributed by Nick Kinney on 10/10/16 was referenced. The importance of keeping the Board of Select updated on this FY17/18 Plant Upgrade (175 filter) was noted.

Agenda item for the December and/or January Meeting... NK

Summary for the Annual Report

Bryan is currently working on this summary. Bryan referenced that the past format will be used... his plans are to

- have a new picture
- reference VT Alert Notification
- etc.

History... North Hero 'hook-on'

A short review took place of this history.....

- paperwork completed with hook-on fee paid prior to the start of work being done.
- With multiple users... a drawing is attached to the original paperwork by the owner.
- Upon completion .. multiple users... submit "As built" paperwork into the Town Clerk's Office for filing.

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Draft proposal... Engineering Consulting Services/Filter upgrade NK

Board agreed to move this as a December agenda item.

Proposed Budget... FY 17/18 Rob Cunningham

Rob distributed a draft of the FY17/18 proposed budget.

A discussion resulted in the following changes...

... Water Personnel... to be put in at 3%.. which is the figure that the Board of Select are using.

... Plant budget will remain at the \$15,000.00 figure

... Building and Grounds.. 21-7-20-430.00 will appear at a figure of \$11,000.00

Note: this figure would include the paint or reside building recommended project by SOS

... The WD System Capitalization and WD Bond interest was discussed.

Bryan McCarthy made a motion to accept the budget as discussed giving Rob Cunningham permission to 'tweak' the budget with the guidance of Town Clerk/Treasurer, Pete Johnson. This motion was seconced by Chad Wimble... hearing no futher discussion.. this motion was carried.

Note: Board requested that Rob e.mail a final recommendation to them.

The Board thanked Rob Cunningham and Pete Johnson for the work they did on this draft Fy17/18 proposed budget.

EXECUTIVE SESSION.... IF NEEDED

Executive Session not needed this evening.

FUTURE AGENDA ITEMS

December 12, 2016 Meeting

Under Board Discussion/Action

- Bilco Hatches BM/SOS
- Proposed Budget for FY17/18 RC
- Summary for the Annual Report BM
- Update on the 2016 Wish List
- O & M BM and SOS
- Priority schedule for SOS NK
- Review the draft "Request for Proposal" Engineering Consulting Services 2017 Municipal Water Plan Enhancements/Filter Upgrade NK

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January/February Meeting (2017)

Reports - SOS Upgrade on filter # 3

April/May Meeting (2017)

Preparation for the bid to paint or reside the Water Plan building.

Future Meeting

Map Update... NK

ADJOURNMENT

Bryan McCarthy made a motion to adjourn this meeting at 7:41 p.m. This motion was seconded by Chad Wimble.. hearing no further discussion.. this motion was carried.

Respectfully Submitted,

Jo-Ann Tier

C: Board: Rob/Chad/Nick/Bryan and Larry

Town Clerk's Office

SOS

North Hero Web Page

File

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

SOS Reports

Week ending November 11, 2016

Week ending November 04, 2016

Week ending October 28, 2016

Week ending October 21, 2016

Week ending October 14, 2016

Town Clerk/Treasurer

A copy of the Check Warrant Report – dated: November 14, 2016

11.14.16

