

## **Water and Wastewater Commission Meeting March 16, 2015 5:00 PM**

**Approved on April 13, 2015**

Present: Mary Lane, Chair, James Jamele, Karen Starr and Greg Chamberlin, Facility Operator.

Guest: Aaron Fuller of North Country Septic Design arrived at 5:25 PM.

**February 9 and March 3 Minutes** Jim motioned to approve the February 9, 2015 and March 3, 2015 minutes as written. Seconded by Karen. All are in favor and the motion is approved.

**Clerk's Report** The clerk began to tell the commission about delinquencies and presented a list, as requested, to the commission. The clerk also reported that a service call had not been paid and an impact fee and a second reminder bill was sent to each user. In regards to collecting service call charges, one idea was to include in the new ordinance that if a service call goes unpaid after 30 days the user may be subject to having their water shut off. As for the recent service call that was not paid the commission will wait and see if they pay the second billing that was sent. The unpaid impact fee will be resolved as the user is now officially requesting allocation. There was also a suggestion to have a small fund budgeted to cover unforeseen repairs that couldn't be prevented. There was much discussion as to what kind of damage could be considered caused by neglect of the user or if it could have been prevented. Karen suggested that we send a notice to all on the system about how to protect your service in the cold weather. The discussion will be continued.

**Lucky Day** Aaron Fuller is here representing Lucky Day. He is a licensed septic designer. Aaron states that Lucky Day is seeking a Water and Wastewater Permit from the State of Vermont so that they can make saucers at the current site. Lucky Day currently makes ice. The commission states that Lucky Day had been asked in December of 2014 to pay an impact fee to increase allocation from 1 unit to 11 because when they began making ice they never submitted request for more allocation. Aaron stated that Lucky Day questioned that they used over 200,000 gallons in 6 months time and that the owner wanted proof. Meter readings were obtained at this point in the meeting and provided to Aaron. Aaron had a lot of questions for Greg as to where pipes for water and wastewater were located that service Lucky Day and what size they were. Aaron will meet with Greg at the plant to go over maps in the near future. Aaron will need a letter from the Water and Wastewater Department stating that allocation is available. Aaron will provide the language and the clerk will put it on letterhead. Mary gave Aaron a checklist and application. Aaron will collect application fees from Lucky Day and fill out the application and come to the April 20 meeting at 5:00 pm with the completed application and fees. The commission will then re- review the allocation and the impact fee that will be charged may change from the impact fee decided on in December 2014. Lucky Day will not be charged the higher allocation until a decision is made.

**Facility Operator's Report** Greg reported that Adam Drake at 223 Martin Meadow wants to build a garage that will encroach on the wastewater lines. Adam has not officially submitted a zoning application but has gone to the DRB for information. Update on frozen line repairs, Luck Day and Wanda Berte will have lines replaced when the frost is out of the ground. Mascitti at 90 Towne Avenue has a waterline running around the house, this was put in this way by DCS during the recent project and

there is a kink in it. There is also line running under the road that could freeze in the future. DCS put the line all the way around the house and USDA will not pay to run the line twice. This will need to be addressed further to come up with a solution. Greg talked about the well and stated that the line to the tank is still frozen and they are using water from the springs. The reservoir is full. This issue will also be addressed when it is warmer weather. Greg presented an estimate for snow plowing to the commission to give them an idea as to what it would cost to have it done. Jim pointed out that if we decide to go this route it would have to be put out to bid due to the cost of it. Greg reported that Tristan is currently enrolled in a class and continues to do very well on the job.

**Delinquencies** Delinquent accounts were reviewed and collecting delinquencies was discussed at great length. Karen asked for clarification on the process and the clerk explained that once an account is not paid on the due date it automatically is turned over to George Cushing, Delinquent Tax Collector. The commission tried to come up with ideas to get the delinquencies collected and to try and help people to pay and not become delinquent. There was talk of more payment plans being worked out between George and delinquent users to help them to get caught up. All are in agreement that all on the system must be treated equally. Jim will start by discussing the delinquent list with George to see where he is at with each user on the list.

**Personnel Policy** The commission will read over the proposed changes to the policy and report back to Mary.

**Elect Officers** Jim motioned for Mary Lane to be the chair. He stated that she does a good job. Karen felt that she could not be the chair because she doesn't have enough experience yet. The motion was seconded by Karen. 2 are in favor of the motion and 1 is opposed. The motion carried.

General Expense and Payroll Warrants were signed.

The next meeting will be April 20, 2015 at 5:00 pm.

Motion to adjourn at 7:30 pm by Jim. Seconded by Mary. All are in favor and the meeting is adjourned.

Respectfully submitted by Carol J. Smith.