



Town of Shelburne, Vermont

MINUTES

Special Water Commission Meeting

June 28, 2016

Shelburne Town Office, 5420 Shelburne Road, Meeting Room #2

1. **Call to Order** – John Schold called the meeting to order at 5:02 pm
2. **Consider Approval of the Agenda** – Motion by Pete Gadue, Seconded by Steve Smith, Passed 4-0 (Mike Regan not present)
3. **Citizen Participation and Public Comments** – Three representatives from Wake Robin were present.
4. **Consider Authorizing up to \$10K to Complete Final Engineering and Bid Documents for Replacement of the Spear Street Water Line** – Motion by Steve Smith to approve up to \$4,000 for engineering for the Spear Street Line Bid Documents, Seconded by Mike Regan, Passed 5-0.
5. **Consider Approving Expenditure for Installing Water Pressure Monitoring System for Spear Street Line** – Commissioners are interested in the installation of the SCADA monitoring equipment for better monitoring of the Spear Street Line. However, since this equipment would also benefit South Burlington, Commissioners asked Rick Lewis to check with the South Burlington Water Superintendent to see if the City of South Burlington would be interested in cost sharing for the equipment. Commissioners will consider action on this at the next meeting.
6. **Consider Amending Water Department Connection Fees** – Colangelo explained that Commissioners have been discussing amending the water department connection fees for several months now and have shown interest in moving to a fee for expected gallons per day in usage as other towns are doing. Steve Smith motioned to approve amending the water connection fees once staff is able to determine a basis for a particular amount to charge multiplied by the expected gallons per day in usage, Seconded by Mike Abrams, Passed 5-0.

Diane McCarthy, Attorney for Wake Robin, asked what methodology was used to create the examples that were presented to Commissioners. Finance Director Peter Frankenburg said the examples compared typical projects to each other using the fees in surrounding towns (Wake Robin was used as an example). McCarthy said that Wake Robin disagrees that it should be charged a connection fee at all because they feel their project is not a new connection. She also asked how this new fee would work. Town Manager, Joe Colangelo said there would no longer be a per meter fee, there would be a fee based on expected usage. Mike O'Brian of Wake Robin said that the example used for Wake Robin isn't accurate because a dwelling unit at Wake Robin is not equal to a 3-bedroom house. Commissioners pointed out that the examples were simply for comparison.

7. **Consider Endorsing Letter to DRB on Wake Robin Phase 3 Water Connection Charges** – Town Manager Joe Colangelo said that in order to avoid the confusion that occurred regarding connection fees for Harrington Village, and because DRB proceedings are now “on the record,” the Water Commission should provide a letter to the DRB regarding connection fees for Wake Robin. The Planning Department encourages the Water Commission to do this. Commissioners agreed to hold another special meeting on Tuesday July 12 to potentially make a decision on the water

pressure monitoring system of the Spear Street line, adopt amended connection fees, and endorse a letter to the DRB regarding connection fees for Wake Robin.

Diane McCarthy, Attorney for Wake Robin, said that Wake Robin is still interested in negotiating regarding the water tank. Mike Regan said the Water Commission will not change its position and suggested including the Water Commission's position on the tank in the memo to the DRB. Joe Colangelo said it would need to be a separate agenda item. Water Commission Chair, John Schold agreed that it was a separate issue. McCarthy said she thought it was understood that this issue could be added to a future agenda and was surprised when Joe said the Water Commission didn't want to discuss it anymore. Regan said it was decided a long time ago the additional tank was necessary. Colangelo said there was a motion made at the last October meeting that a second, permanent tank was necessary and Wake Robin would be responsible for 100% of the cost of that second tank.

8. **Adjourn** – Mike Abrams motioned to adjourn, Seconded by Steve Smith. The meeting was adjourned at 6:05pm.

* Decision Item

- Times allotted to each agenda item are approximate and may vary depending on the discussion.

Reasonable accommodations shall be provided upon request to ensure that this meeting is accessible to all individuals regardless of disability