



Town of Shelburne, Vermont

Draft Minutes
Water Commission
December 5, 2016

Shelburne Town Office, 5420 Shelburne Road, Town Manager's Office

1. **Call to Order** – *John Schold, Chair, Called the Meeting to Order at 5:15pm*
2. **Consider Approval of the Agenda** – *Motion by Pete, Seconded by Mike Abrams, Passed 3 – 0, the Agenda was Approved as Presented (Steve Smith and Mike Regan absent)*
3. **Consider Approving the Water Commission Minutes of November 7, 2016** - *Unable to Take Action at the Meeting Because a Quorum of the Members Present at 11/7 Were not in Attendance on 12/5.*
4. **Citizen Participation and Public Comments** – *None.*
5. **Consider authorizing the use of up to \$500,000 in bond financing and to award the construction contract to All Season's Excavation for the replacement of the Spear Street waterline** – *Motion by Mike Abrams, Seconded by Pete Gadue, Passed 3 – 0, the Water Commissioners Approved the Use of Bond Financing for the Spear Street Waterline Replacement and Awarded the Construction Contract to All Season's Excavation at their Base Bid of \$344,544. During discussion it was Understood Staff had Flexibility to Approve Change-Orders Required So Long as the Project Scope Remained the Same.*
6. **Discuss Spear Street Line Capacity** – *Staff and Commissioners Discussed South Burlington's East Tank and the M.O.U. with CWD as it Related to Capacity Available for the Spear Street Waterline. More Conversation Expected at Subsequent Meetings.*
7. **Finance Director's Report** – *Finance Director Handed out Year-to-Date Budget Summary*
8. **Water Superintendent's Report** – *Rick Reported Wake Robin Approved Him to Reduce the Size of the Secondary Tank. Will be Agenda Item at Next Meeting. Water Commissioners Appear Amendable to the Reduction in size of the Tank so Long as OK with Rick.*
9. **Town Manager's Report** – *Town Manager Informed Water Commissioners of FY2018 Budget Discussions. For the Initial Budget the Town Manager will Budget 65% of Cell Revenue to Water Department and 35% to General Fund for FY2018 with Ultimate Goal (of the Water Commission) to have 100% of Cell Revenue Go to Water Department.*
10. **Commissioner Concerns** – *Pete Gadue will Ask Additional Questions Tomorrow at CWD Commission Meeting Regarding the South Burlington East Tank Discussion. John S. requested Staff Prepare a Revenue Estimate of the Kwiniaska Development Using the Recently Adopted Connection Fees for the Water Department.*
11. **Adjourn** – *Motion by Pete, Seconded by Mike, Passed 3 – 0, Meeting Adjourned at 6:15pm*