



Town of Shelburne, Vermont

MINUTES

Water Commission

February 6, 2017 at 5PM

Shelburne Town Office, 5420 Shelburne Road, Meeting Room 2

1. **Call to Order** - John Schold called the meeting to order at 5pm.
2. **Consider Approval of the Agenda** - Finance Director Peter Frankenburg asked to add an agenda item. The Town's auditor recommends not transferring the \$41,500 into the Capital Improvement Fund as planned due to the financial pressures on the Water Budget this year. *Motion by Pete Gadue to approve with amendment, Seconded by Steve Smith. Passed 4-0 (Mike Regan Absent).*
3. **Consider Approving the Water Commission Minutes of January 9, 2017** - *Motion by Pete Gadue, Seconded by Steve Smith. Passed 4-0*
4. **Citizen Participation and Public Comments** - None
5. **Discuss Spear Street Line Capacity Issues with Snyder Homes (CEA to attend)** – Chris Snyder and his engineer Andy Rowe of Lamoureux and Dickinson handed out copies of the preliminary plans for the Kwiniaska development. Chris Snyder said they will be working on plans for the next 3-4 months, then will submit to the DRB, which will likely ask for revisions before the plans are final. He said that 91 homes are proposed - the single family homes will be 4 bedrooms, the Carriage Homes will be 3 bedrooms, and the Town Homes will be 2-3 bedrooms. He anticipates getting permits about 18 months from now and hopes to start construction in the fall of 2018 and have some occupancy in 2019. He says they generally sell 20 units a year, so likely won't be all occupied until 2024. Andy Rowe said they anticipate needing a capacity of 40,365 gallons a day. They will ask the Town to take over the water and sewer infrastructure and the main roads in the development. There will be one master association and some sub associations. Waterlines will be looped within development. Chris Galipeau, the Town's engineer from CEA, said that the flows were low when they tested last year. The Town had to stop testing flows because it was causing breaks on the waterline. The new waterline should improve fire flows. If it doesn't, then we will work with Champlain Water District (CWD) to determine the cause of the low flows and if it could be related to the PRV valves. John Schold said that after the flow testing caused breaks, in anticipation of the Kwiniaska project, the Town bonded to replace the waterline. Rowe asked if there were issues with tank capacity. Galipeau said that according to the state, there should be no issue with tank capacity. Town Manager Joe Colangelo said that Water Commissioners have been looking at this issue. Water Superintendent, Rick Lewis said that the line only pulls water from the Dorset Street tank for back-up flows. Colangelo asked about looping to another source. Galipeau said that there is no easy way to loop as the Spear Street line is on its own pressure system. Possibly there could be a connection to Wake Robin. The other option would be to build a tank.
6. **Discuss MOU Between Shelburne and CWD** – Galipeau said that every Town has to have a MOU with CWD, so it is necessary as part of our permit to operate. However, if we haven't come to an agreement within the time-frame in the permit, we can extend. Lewis reviewed a list of issues he would like to discuss with CWD before the Town signs the MOU. He says the MOU asks the Town to take over the Spear Street Meter Vault. However, it is not in good condition and Galipeau said it could cost \$80K to upgrade. Colangelo said the Town shouldn't accept it unless it is in good

condition. Lewis reviewed the remaining list of issues and said that other than those things, the MOU is fine. The Water Commissioners agreed that the Town should negotiate with CWD based on Lewis' list of concerns.

7. **Review CWD FY2018 Budget** – Frankenburg said that the new wholesale rates will add 1% to Shelburne's water rate. Schold asked what is the basis for CWD's yearly 3% increase? Pete Gadue said that it is the cost of doing business.
8. **Finance Director's Report** – Frankenburg said that the Vermont Bond Bank is offering financing later this month to take advantage of the low rates before they go up. He is requesting \$360,000 now to take advantage of the good rates and at that amount in case there are change orders on the Spear Street Line project. Frankenburg then explained the status of the Water Budget and the auditor's suggestion not to transfer \$41,500 to the Capital Improvement Fund as planned due to the financial pressures. *Motion by John Schold to not transfer \$41,500 to the Capital Improvement Fund for year ended June 30, 2016, Mike Smith Seconded. Passed 4-0.*
9. **Water Superintendent's Report** – Lewis said that 1250 feet of Spear Street waterline has been completed. Things have gone well so far. It will be at least another month before it is all complete.
10. **Town Manager's Report** – Colangelo said will need to move the next meeting to the 13th because of Town Meeting Day.
11. **Consider Entering Executive Session, Under the Provisions of 1 V.S.A. 313 (1) (a) Contracts, to Discuss Contract Negotiations with CWD regarding the MOU and South Burlington Regarding Spear Street Line Capacity** – There was no executive session.
12. **Commissioner Concerns** – None.
13. **Sign Accounts Payable Warrants**
14. **Adjourn** - *Motion by Pete Gadue, Seconded by Steve Smith. Passed 4-0. Meeting ended at 6:50pm.*

* 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