



# Town of Shelburne, Vermont

## MINUTES

Water Commission

March 13, 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** - *Motion by John Schold to approve, Seconded by Mike Regan. Passed 3-0 (Mike Abrams and Pete Gadue Absent).*
3. **Consider Approving the Water Commission Minutes of February 6, 2017** - *Motion by Mike Regan to approve, Seconded by John Schold. Passed 3-0*
4. **Citizen Participation and Public Comments** - None
5. **Consider a Change Order to Extend the Spear Street Project from Morse Dr. to Collamer Circle (about 500 feet)** – Water Superintendent Rick Lewis explained that there is now a concern about this section of the Spear Street waterline and if we did a change order to replace it now with the contractor mobilized it would cost about \$60,000. However Lewis recommended just having the contractor install a connection to the dead-end line on Morse Drive for \$16,747. This would allow for continued water service if there are breaks on this section of waterline at some point in the future. *Motion by Mike Regan to approve a change order for a Morse Drive Interconnection for no more than the bid price of \$16,747. Seconded by John Schold. Passed 3-0.*
6. **Review Water System Permit to Operate** – Lewis said he is still negotiating with Champlain Water District (CWD) on the list of issues we want to resolve before signing the MOU. He will send a letter to the state explaining why we have not signed the MOU yet.
7. **Discuss Proposed MOU Between Shelburne and CWD** – See above.
8. **Review of Water Fund Audit** – Finance Director Peter Frankenburg reviewed sections of the audit pertaining to the water department for the year ending June 30, 2016. On a budget vs. actual basis, the water fund ended the year with a loss of \$21,187, due mostly to water breaks on the Spear Street waterline. The Unrestricted Net Position (assets – liabilities) was \$39,319 at 6/30/16. The auditors recommended managing the budget to increase the Unrestricted Net Position.
9. **Finance Director's Report** – Frankenburg explained that we are approximately 70% of the way through the FY2017 fiscal year and that overall, the budget is on track.
10. **Water Superintendent's Report** - None
11. **Town Manager's Report**- None
12. **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 Spear Street Line Capacity\***  
There was no Executive Session.

13. **Commissioner Concerns** - None

14. **Sign Accounts Payable Warrants**

15. **Adjourn** – *Motion by Mike Regan to adjourn, Seconded by John Schold. Passed 3-0*

DRAFT