

Town of Shelburne Water Commission

Meeting minutes, July 12, 2021

Present: John Day, Steve Smith, Craig Wooster, Pete Gadue; also Water Superintendent Rick Lewis, Finance Director Peter Frankenburg, Town Manager Lee Krohn

Day called the meeting to order at 5:05 P.M. Upon a motion by Day, seconded by Wooster, the agenda and May meeting minutes were approved unanimously (no meeting was held in June).

Public comments: none.

Frankenburg presented a budget status update. Gadue arrived midway through the presentation. The budget continued generally on track throughout the entire fiscal year. Some revenues were over anticipated budget due to accelerated developments such as the Kwiniaska housing project. Most expenses were as anticipated, although a furnace replacement drove that line over. Materials costs increased, but these were offset by revenues. Given the overall positive budget status, the purchase of the water line from the Church was included as an expense in last year's budget, and did not require cashing in a CD. Delinquencies remain higher than normal, perhaps due to COVID-related circumstances and the inability to issue shutoff notices during the emergency declaration. These will be pursued if/when possible before the winter shutoff prohibition begins anew.

The updated FY '22 budget was reviewed. No major changes from the preliminary budget reviewed in May. Projected expenses for the remote radio read upgrade and capital fund transfer were decreased slightly to maintain the targeted rate increase of 1.8%. Revenues and expenses include the 3.4% cost increase of water from CWD. Estimated engineering fees are increased, presuming that more work than usual may be possible if federal ARPA funds are received and are used for water line work. Cell contract revenues increase with the contractual escalators in the contracts for the panels on the south water tank. Personnel expenses are anticipated to increase somewhat with a new Union contract being negotiated. With various questions offered and answered, motion by Day to adopt the proposed FY '22 budget as presented; seconded by Wooster and approved unanimously. Thanks were offered to Frankenburg for his clear, complete presentations and explanations.

Lewis reported that as with many other supply chain issues this year, water meters ordered now have at least a 22 week lead time for delivery. Work may begin on relining or replacement of old, failing water lines in the Gables and at Brian Precourt's condos off of Bay Road; all to be paid for by the owners. Still hope to go out to bid for the Harbor Road water line replacement project, but whether we must pay for the project depends upon ability to use federal ARPA funds.

Commissioner concerns: none at this time.

With no other business, motion by Day to adjourn at 5:47 P.M., seconded by Wooster and approved unanimously.

Respectfully submitted by Lee Krohn.