

Town of Shelburne Water Commission

Meeting minutes, September 13, 2021

Present: John Day, Steve Smith, Craig Wooster; also Water Superintendent Rick Lewis, Water System Operator Dave DiBiase, Finance Director Peter Frankenburg, Town Manager Lee Krohn; and Michael Schramm

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

Public comments: none.

Frankenburg presented a budget status update. Being a new fiscal year, there is little yet to report. Sales volumes have been up, presumably due to residential landscaping, including all of the lawns being established at new homes in the Kwiniaska development. The State is launching and publicizing a new round of financial assistance ("VCAAP") to residents who may have trouble paying utility bills due to COVID-related circumstances. No shutoff notices have been issued for similar reasons. The new stormwater utility billing will begin in October, and will appear as a new third line on water/sewer utility bills (or will be a new bill to all other property owners who are not on Town water/sewer). CWD's rate charged to us increased 3.4% as expected. Water line breaks have occurred recently, requiring time and expense to repair. Health insurance rates are anticipated to increase roughly 5% starting in January. Water meter sales (and revenues) are up with current development trends.

Lewis distributed a draft update of the asset management plan. It still needs fine tuning, and will be reviewed with the Commission at an upcoming meeting. Lewis let it be known that he will be retiring soon, and introduced Dave DiBiase as the presumptive new Superintendent. We are seeking a third employee and hope to have someone on board soon.

Krohn offered an update on ARPA funds: the Town will receive roughly \$2.3M in total between direct local appropriation and the pro rata redistribution of County funds. Half is in the bank now, and half will be received at another time. Discussions have not yet occurred as to best uses, as we await final rules from Treasury.

Commissioner concerns: none at this time.

With no other business, motion by Wooster to adjourn at 5:25 P.M., seconded by Day and approved unanimously.

Respectfully submitted by Lee Krohn.