

MINUTES OF THE SHAFTSBURY WATER BOARD
MAY 4, 2009
COLE HALL
SHAFTSBURY, VERMONT

Board Present: Lon McClintock, Karen Mellinger, Bill Pennebaker, Wynn Metcalfe

Board Absent: Cinda Morse

Others Present: Larry Johnson, Joe Herrmann (Water Superintendent), Susan Swasta (Recording Secretary)

1. Call Meeting to Order:

Karen Mellinger presided. She called the meeting to order at 6:12 PM.

2. Conflict of Interest Statement:

Ms. Mellinger asked if any Board member has a conflict of interest with any topic on tonight's agenda. None did.

3. Board Reorganization:

Lon McClintock made motion to elect Karen Mellinger Water Board chairwoman. Bill Pennebaker seconded. Motion carried 4-0-0.

Lon McClintock made motion to elect Bill Pennebaker Water Board vice chairman. Wynn Metcalfe seconded. Motion carried 4-0-0.

4. Update on Water System Improvement Project:

Water Department Superintendent Joe Herrmann came to the table. He reported that they are waiting for archeological testing of two backyards on Church Street. Once that is done the project will be put out to bid. Easements are done. Mr. Herrmann said that they are hoping to get the state's permission to cut into Rte. 7A around Ledgey. Otherwise they will have to go underground for the work. Ms. Mellinger stated that they hope to coordinate water project and sidewalk project work. The Sidewalk Committee will meet tomorrow. A pre-bid walk-around for prospective sidewalk project contractors has been scheduled.

Mr. Herrmann noted that the Water Department has repaid the Town \$16,000 for work on Church Street using delinquent water payments. When loan money comes in it will go to the Water Department. Mr. McClintock asked how the Department pays bills when the operating account shows a zero balance. Mr. Herrmann replied that the Town pays and is reimbursed by the Department. There was discussion of how the \$16,000 repaid to the Town is accounted for in the water Department budget

5. Initial 2010 Budget Presentation:

Mr. Herrmann reported that North Bennington water usage is way down, and they hope it starts picking up. He went over budget line items. Mr. McClintock noted that there is

no bond service amount included in the budget, Ms. Mellinger replied that this is because they do not know how much it will be yet. Mr. McClintock recommended using maximum project cost numbers to generate an estimate. Ms. Mellinger will talk to Mark Youngstrom about this.

Mr. McClintock asked why there is nothing in the budget for contingencies. He is not comfortable with the Town being the reserve if something unexpected comes up. There was a brief discussion of the need for a contingency fund. Ms. Mellinger and Mr. Herrmann thought that there would be money left over from the bond. Mr. McClintock and Mr. Metcalfe thought that there would not, because the state will just reimburse for actual expenses. Everyone agreed that a contingency fund is a good idea.

Mr. McClintock asked when the budget has to be approved, and Mr. Herrmann replied that the date is July 1.

6. Review of 5-Year Plan:

There was discussion of the Water Department capital plan. It was agreed that money set aside for meters should be banked until there is time to put them in. Mr. Metcalfe asked if \$4,000 for installing a toilet is justified by garage activity. Mr. Pennebaker suggested that the portable toilet might be cleaned and pumped more frequently instead. Mr. Herrmann said that it may be possible to put a toilet in the planned storage shed extension, and do both for \$4,000.

Mr. McClintock suggested that, if they can't put in meters this year, they think about using the \$3,770 to buy a truck now instead of later. He noted that truck prices are down now. Mr. Herrmann agreed that the present truck will need some repairs and has over 100,000 miles on it. Mr. McClintock and Ms. Mellinger recommended replacing it this year if another truck can be found.

7. Water Superintendent Report:

There was no additional information to report.

8. Minutes of March 31, 2009:

March 31, 2009 Water Board minutes

Mr. McClintock made motion to approve March 31 minutes. Mr. Metcalfe seconded.

In reference to the vote to appropriate easement payments when the easements were given, Ms. Mellinger asked that the minutes be amended to state that homeowners are aware that easement payments will be made when the loan is paid to the Town. All agreed.

March 31, 2009 minutes were approved as amended 4-0-0.

9. Public Comments:

There were no public comments.

Mr. Pennebaker made motion to adjourn. Mr. Metcalfe seconded.

The meeting adjourned at 6.58 PM.

Respectfully Submitted,

Susan Swasta