

## **Grand Isle Consolidated Water District**

### **Minutes of Regular Meeting April 11, 2018**

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Present at meeting: Commissioners Michael Inners, Janine Banks, Lynda Morgan-Gardiner, David Borthwick-Leslie, Shannon Bundy and Andy Pyphers, SOS Operators Warren Steadman and Joe Danis. Commissioner Judith Reposa was not present.

Michael Inners opened the meeting at 7:00PM. It was held at the Ed Weed Fish Hatchery in Grand Isle, VT.

#### **Additions to the Agenda**

- 1) Connection agreement just received for 35 Faywood Rd.

#### **Review of Meeting Minutes**

- 1) Lynda motioned to approve the February 14, 2018 meeting minutes and Andy seconded the motion. Shannon and David abstained. All four other Commissioners were in favor and the motion passed.

#### **Questions from User's**

- 1) New Connection - Westside Enterprises for 3 Village Court, Roy Maynard: Service is already there. This is for a two bedroom unit, the last one on this site. We have their check. Janine motioned to approve the connection agreement and Andy seconded the motion. All were in favor and the motion passed.
- 2) Information about the Grand Isle State Park upgrade: They want to replace all service lines in the park. Want a new meter and they will pay for it as it is an unusual size. They have the ability to bypass the meter in case of an emergency. There was general understanding and agreement amongst the Board.
- 3) Allocation request for 9 lots on Pearl Street – Dubuque subdivision: There is a shared septic amongst the nine homes and nine new taps proposed. The site map was provided to us. Joe noted we may tap three or four at once to prevent repeated digging on our line. We simply need to ratify what we already approved via email. Shannon made a motion to grant the allocation for the subdivision and Andy seconded the motion. All were in favor and the motion passed.
- 4) 35 Faywood connection agreement: Warren noticed we did not have a connection agreement from them and called the owner and he gave us one immediately. Three bedrooms. Looks normal. Application received with a check. Janine motioned to approve the connection agreement and Lynda seconded the motion. All were in favor and the motion passed.

#### **Operator's Report**

SOS's full report is attached to these minutes, discussion ensued on a few items.

- 1) Joe noted they are looking at switching from Fairpoint to Comcast. \$200/mo bill currently with slow internet speed. \$144 through a special two year offer from Comcast. The Board requested they find out the current full rate and let us know next month.
- 2) Still finding issues with old water system lines used at the setup of our system. A new line has been installed under Allen road to replace an old line that does not meet current District specification. The new line will service an existing home and a new home currently being built.
- 3) New owners at Town line Rd & East Shore South called about an allocation. They want to put in a four bedroom house w/possibly a mother-in-law apartment and another out building w/water. 900gpd. Warren granted the allocation but told them they may be charged two base and two debt services depending upon their water usage and apartment status.
- 4) Regarding the email Warren sent today: John Coburn is discussing options with the state about project WW-6-3365, his neighbors installing a mound system for two dwellings next to him. He discussed that when our water lines were installed, the blasting caused flooding on his property. At the time, GME designed barriers to rectify the situation and \$12,000 was paid by GICWD to GME for the work done. We have heard nothing since.

- 5) Shannon asked about the 42 disconnect notices as that number seemed high to her. Consensus was that it probably is an anomaly but SOS will watch it.
- 6) Warren mentioned that one account that has had high water usage has been assessed two base/debt and a letter has been sent to them regarding this.

### **Engineer's Report**

**From:** Brad Washburn [mailto:bwashburn@gmeinc.biz]

**Sent:** Tuesday, April 10, 2018 10:07 AM

**To:** Janine Banks; Alan Huizenga; Aphypers53@gmail.com; dborthw349@surfglobal.net; GICWD Water Plant; janinebanks@comcast.net; Judith Reposa; Lynda Morgan-Gardiner; Melissa Boutin; mi10@sover.net; snbundy1973@yahoo.com; Warren Steadman

**Subject:** Engineer's Report

Hello –

As an update since the last meeting, GME offers the following:

1. GME worked with SOS to complete the final O&M manual revisions per the State's review. This will be submitted back to the State after the final review by GME. (*Warren noted this has been done*).
2. GME is available to meet at the District's convenience to discuss the future capital improvements project's. Please let us know, what time and date works best.
3. Brad spoke to the State about the Capacity Study and the status of the rewriting of the Permit-to-Operate. They indicated that they have just began reviewing the document and will be in touch in the next month. (*Michael noted we will have them at a meeting when this has been completed*)

GME is not attending tomorrow night's monthly meeting. Please let me know if you have any questions.

Brad

**Brad Washburn, P.E.**

Project Engineer

Green Mountain Engineering, Inc.

1438 South Brownell Road

P.O. Box 159

Williston, VT. 05495

### **Treasurer's Report**

- 1) Andy noted the account totals and the reports all check out.
- 2) He met w/Melissa today. She has scheduled the audit for later this month. She is backing up to the cloud. Janine asked about her part of the computer and how secure the cloud location is. Andy will get more details on the backup for our next meeting.
- 3) Personal level: Andy's wife is living in Manchester, NH and he will be moving there with her. He is looking for someone to take over the treasurer duties. His house will be up for sale in a month or so.

### **Old Business**

- 1) Capitol plan update: Brad is waiting to meet with Warren and Michael when they have a list together. Warren has list to share soon with Michael.
- 2) Janine suggested we finally do our open house! June 13<sup>th</sup>, 5:30 – 7pm, then we can have the meeting in the office at the plant. Each board member to bring a plate of munchies, Janine will do drinks and necessities like napkins, plates, etc. Warren and Joe agreed this would give them enough time to spruce up the plant to their standards. Warren suggested we send pictures and an article for the Islander advertising it. Article should include things like how much water we produce, the number of customers, etc. Janine will talk to Warren about the article. Andy motioned to hold the open house June 13<sup>th</sup> as described and Lynda seconded the motion. All were in favor and the motion passed.

**New Business**

- 1) Donate to the charities listed in Mark Simon's obituary? Michael made a motion to donate \$100 from GICWD to the Vermont Humane Society in Mark's memory and Andy seconded the motion. All were in favor and the motion passed.
- 2) Janine will send a sympathy card to the SOS office for Phyllis and Mark's family.
- 3) AT&T Telecom wants to install equipment on the Bell Hill tank: Warren says we lease the top two levels to Verizon so they would have to use the other tank or go lower on the Bell Hill tank. They are responsible for all permitting, etc.. Warren suggests using the Lover's Lane tank as we are responsible if something happens to the tank and we don't want to overload the Bell Hill tank. Michael will follow up with AT&T.

Motion to adjourn was made at 8:16PM by Andy and seconded by David. All Commissioners were in favor.

Respectfully Submitted,

Janine Banks \_\_\_\_\_ Date: \_\_\_\_\_  
GICWD Clerk



SIMON OPERATION SERVICES, INC.

April 11, 2018

Mr. Michael Inners  
Grand Isle Consolidated Water District  
Grand Isle, Vermont 05458

Dear Michael,

Enclosed please find the following reports and activities for the water treatment facility for the month of March 2018.

1. Monthly Activities Report
2. Vermont Water System Operations Report

If you have any questions regarding this information please feel free to call us toll free at 1-888 SOS - 1885.

Sincerely,

Warren Steadman  
Joe Danis

**cc: Facility copy**

**GRAND ISLE CONSOLIDATED WATER DISTRICT  
MONTHLY ACTIVITIES REPORT  
MARCH 2018**

**A: ACTIVITIES COMPLETED**

1. Two samples were taken for coliform testing. Both samples were absent. Monthly backwash data was taken and the monthly report sent to the Watershed Management Division. The monthly Water Operations report was sent to the Water and Groundwater Protection Division
2. Hach company completed annual maintenance of the plant Hach monitoring instruments.
3. Milton Cat completed annual maintenance checks on the Diesel Generator. Two recommendations were made. One was to replace the broken alternator tensioner bracket and the other was to replace the three year old battery. Both will be taken care of at the next service call.
4. The Source Protection Plan update was sent to and approved by the State.
5. A water allocation was sent for 35 Faywood Road. The allocation was for a residence with a water requirement of 450 gpd.
6. The seasonal meters that SOS removes in the fall have been tested for accuracy.
7. The account that had a physician's letter to prevent shutoff has paid in full.
8. Meters were read during the week of March 15<sup>th</sup>.
9. Two accounts were notified about high water usage. One responded and had found a leaking toilet.
10. One account that has consistently had water usage above 40,000 gallons per quarter was notified by letter that they will be charged 2 debt and 2 base rates beginning with their next bill.

**B. ACTIVITIES IN PROGRESS**

1. LT-2 raw water samples are being submitted every two weeks.
2. We have met with the owners and contractor who will be doing the work at 122 Allen Road. They have received their state highway permit and will do the work when the weather permits.
3. We have been discussing with the new owners of the property at the corner of Town Line Road and East Shore South. That property is already a member and does not need a connection account. However, they requested an allocation (Required for a waste water permit) which was sent to them. As they are going to build a six bedroom residence and it will be over 200 feet from the road, GME was contacted to confirm the size of the service.

**C. ACTIVITIES PLANNED OR NEEDED.**

1. The antenna for the Lover's Lane to Plant communication system is to be raised from the Bell Hill building to the power pole.
2. A new permit is being applied for from V-Trans for digging and replacing valve bolts.
3. Dead end distribution lines will be flushed this Spring.
4. Seasonal meters will be installed as soon as weather permits.

**D. BILLINGS AND COLLECTIONS**

1. Accounts receivable as of April 6 is \$107725.27
2. One lien was put on an account in March.