

Grand Isle Consolidated Water District

Minutes of Regular Meeting December 9, 2015

Present at meeting: Commissioners: Janine Banks, Michael Inners, David Borthwick-Leslie, Chuck Besterman and Shannon Bundy (absent was Julia Small), SOS employees Warren Steadman and Nate Fredericks, GME President Alan Huizenga and members David Banks and Doug Weir.

Michael Inners opened the December 9th meeting at 8:45PM.

Additions to the Agenda

None.

Review of Meeting Minutes

The Annual meeting minutes were amended to list the names of the Commissioners re-elected, Chuck Besterman, David Borthwick-Leslie and Janine Banks. David Borthwick-Leslie made a motion to approve the November 11th Annual meeting minutes as amended and Chuck Besterman seconded. Voice vote approved with Shannon Bundy abstaining.

David Borthwick-Leslie made a motion to accept the October 14th meeting minutes. Chuck Besterman seconded. Voice vote approved with Shannon Bundy abstaining.

Questions from User's

- 1) Jeff Arnold, 12 Canoe Road submitted a connection agreement. Janine Banks made a motion to accept the Arnold connection agreement, Shannon Bundy seconded and voice vote unanimously approved.
- 2) Ruth and Robin Masters, 22 Pearl Bay Lane have requested an allocation for two homes with estimated flows of 450 gpd each. Janine Banks made a motion to approve the Masters' request for an allocation for two homes at 450 gpd each Shannon Bundy seconded and voice vote unanimously approved.

Operator's Report

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

- 1) Warren has receives a couple of complaints. One was from Champlain estates, a musty taste and pink ice cubes at another location in a new fridge. He's made a few suggestions to the owners and will follow up on it.
- 2) David Banks noted smelling chlorine sometimes. Warren suggested it was because of breakpoint.

Engineer's Report

Green Mountain Engineering's full report is attached to these minutes.

- 1) No changes from draft report so no new report generated.
- 2) Completion date for the GAC construction project is still pending.
- 3) Negle & Chase is investigating the rusting GAC pipe and will work for TetraSolve to fix it. Cause was too thin of an application of paint. Not related to the original tank issues. The one year construction warranty begins when all issues are resolved.

Treasurer's Report

- 1) Nothing to add to what was discussed at the preceding Annual meeting.

Old Business

- 1) Melissa Boutin and Janine Banks are working together at the plant sharing a desk and computer. Bills are being paid there and filed there. All is going fine.
- 2) The Board decided to not have a sign for now, but we need the street number on the side of the driveway for 911 purposes and Warren/Joe will erect a board with the number on it out by the road.

New Business

- 1) 2016 Rate Setting – Redefine Large User threshold? We don't want to keep micromanaging the trigger threshold of 100,000 gal per year so let's leave this alone and send letters to the higher volume users educating them on the fact their use is excessive, why this is an issue and how to reduce waste of water. Warren will work on this after the meters are read for the 4th quarter.
- 2) Capital Plan – we need to start this, need input from SOS and GME. Mike will take lead. Will be listing equipment and looking at replacement costs.
- 3) Sending Newsletter with April bills – We can discuss the new rates, the completed GAC project, advertise our website, include an article on conserving, mention the capitol planning going on, and include bits & pieces like what is a curbstop, etc. We all thought this to be a grea mailed April 1st.
- 4) Gary Sundburg wants 3rd quarter extra base & debt rebated as commercial tenant was no longer there. He asked his service be downgraded to just 1/1 in October and we agreed to change as of October 1, 2015. We'll agree to change it as of October, but not rebate charges incurred before he made the request. Shannon Bundy made motion not to abate the Sundberg property for the 3rd quarter bill. Chuck Besterman seconded and voice vote approved unanimously.
- 5) Shannon Bundy asked about the Perotti property, if all 4 municipal buildings are put on that property is there water capacity there? 30-50 visitors/day. Alan Huizenga referred to 5 gal per visitor per day for buildings of this type. 15 gpd for employees. Seems like a small amount of water and the Board thought water supply would not be an issue.
- 6) Alan Huizenga/Green Mountain Engineering not needed to attend every meeting now? He charges for 3-4 hrs. Ok, we'll play it by ear now.

Chuck Besterman made a motion to adjourn at 9:45 PM and it was seconded by Shannon Bundy. Voice vote approved unanimously.

Respectfully Submitted,

Janine Banks _____ Date: _____



SIMON OPERATION SERVICES, INC.

December 9, 2015

Mr. David Borthwick-Leslie, Chair
Grand Isle Consolidated Water District
Grand Isle, Vermont 05458

Dear David,

Enclosed please find the following reports and activities for the water treatment facility for the month of November 2015.

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

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

Sincerely,

Mark

Mark Simon

cc: Facility copy

**GRAND ISLE CONSOLIDATED WATER DISTRICT
MONTHLY ACTIVITIES REPORT
OCTOBER 2015**

A: ACTIVITIES COMPLETED

1. Two water samples were taken for coliform testing. Both samples were absent. Monthly backwash data was taken and the monthly report was sent to the Watershed Management Division. The monthly water operations report was completed and sent to the Drinking water and Groundwater Protection Division.
2. Santor Constuction dug and repaired the curb stop for 55 Town Line Road after a leak in the house required shutting down part of the distribution line. The curb box had been hit and bent over, most likely by a lawn mower.
3. The backwash tanks were pumped as required by the waste water permit. They are required to be pumped twice a year.
4. Water was shut off for the owners at 26 Adams School Road , 122 East Shore North and Ladd Landing
5. Repaired touch pad wiring at:
 181 East Shore South
 259 US Route 2
 14 Ceder Point
6. Absolute Mechanical completed plumbing the Lab

B: ACTIVITIES IN PROGRESS

1. Annual cycling of main line valves is in progress.
2. Work continues to progress, organizing parts and equipment and cleaning the plant where possible.
3. Neagly and Chase are evaluating the rust on the new piping to the GAC filters.
4. Neagly and Chase will also investigate why the air release on #1 GAC filter occasionally leaks.

C: ACTIVITIES PLANNED OR NEEDED

1. Quarterly meter readings will be completed mid December.

2. Tank levels will be lowered late in December as part of the winter operating levels to protect the tanks from ice.
3. SOS personnel will begin working on a new monitoring plan as the new State mandated requirements are understood. New monitoring plan rules have been adopted. A new plan needs to be adopted by April 1, 2016.

D: LONG TERM ACTIVITIES NEEDED

1. The old Hyde Road distribution line needs to be checked and in places rerouted.
2. The older master meters need to be replaced to allow for more accurate water usage readings.

GREEN MOUNTAIN ENGINEERING, INC.

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Draft: December 07, 2015

Updated: NONE

To: Board of Commissioners
Grand Isle Consolidated Water District

RE: Monthly Meeting Items – Engineer’s Report - GME Project No. 8-005

Dear Commissioners;

As an update for work completed since our last meeting, we provide the following:

DISINFECTION-BY-PRODUCT PROJECT

The final pieces of the laboratory casework are supposed to be delivered on 12/23/2015. At this time, NC will install these and complete the outstanding work for the contract. The following is the list of items that are to be completed:

- Installation of the laboratory casework and trim work
- Correcting of the GAC skids carbon steel process piping painting (rust issues). NC is supposed to stop by and evaluate the problem and provide GME a corrective action plan before proceeding.
- Inspect, replace or fix a leaking air release valve on the GAC process piping

NC will be contacting GME and SOS with regards to the actual schedule to complete the work.

Due to the significant amount of changes to the Operations of the treatment facility, Brad will be meeting with Warren and Joe sometime over the next few week to discuss the format for the updated Operation & Maintenance manual for the facility.

Thanks and Happy Holidays!!!

Sincerely,
GREEN MOUNTAIN ENGINEERING, INC.

Brad Washburn, P.E.
Project Engineer