

Meeting Minutes for
Wednesday, October, 12, 2022 6:33pm
Held Remotely via Zoom conference call

September Regular Meeting:

Janine Inners called the meeting to order at 6:36 PM. All Board Members present and accounted for, with the exception of Judith Reposa and Court Perry who have been excused. SOS Operators Warren and Joe were present.

- Additions to the Agenda
 - LCT Transportation Building Update, from Michael, to be added to old business.
 - Janine received an email today from USGS regarding the Lake Champlain watershed study about floodplains. Janine to read the email and may add it to the next meeting's agenda.
- Review of Previous Meeting Minutes
 - September Minutes
 - Ken moved to accept the minutes; Michael seconded. All were in favor. Lynda and Janine abstained as they were not in attendance at the previous meeting.
- Questions from Members
 - Tim mentioned that some district members had asked about the installation
 - Joe spoke on this, SOS and GICWD has a "handshake agreement" to install roughly 60 meters per year, for cost effectiveness. Right now, SOS has a list of meters that don't work and have been sending letters to those members to be first for updates. "If you're meter's broken or not reading, they will be first to be replaced, after that there's no plan to prioritize meters.
- Operator's Report
 - Joe spoke on the report
 - Meter Replacement Project:
 - Joe touched on this during Tim's questions from the questions from members section and provided some more details on the topic here as well.
 - West Shore Master Meter Project
 - Completed successfully and without a hitch. Some district members noted that they hadn't even noticed any disruption to their water flow. Some district members noted confusion over the communication of the effort (It was announced on

FPF, WCAX, and via letter to the impacted members). Some discussion ensued and the board agreed to work on improving communication in the future.

- Janine had some questions regarding item's #4 and #5 from the Operators Report. These have been quoted below for reference:
 - #4 While turning on the water at one of the shutoffs the curb stop rod failed. Santor was called and came, dug and replaced the rod with a SS rod.
 - #5 The chlorine analyzer at Bell Hill failed. The necessary parts were ordered and the analyzer was repaired.
 - Janine's main concern came around these items' impacts to the budget. SOS spoke on these items and how we can plan to budget for this
- Warren gave an update regarding the district members who were possibly intending to rent an apartment on their property. This is what came up in the September meeting. SOS has not heard from the members and asked the board for their guidance. The board suggested that a letter be sent to ask/inform the members that if they intend to rent out part of their home, they will be charged accordingly. SOS sent out a letter recently informing them that they're on the list for a new meter. It was agreed that if they call about the meter, SOS will ask about the rental situation otherwise, they will send a letter in a few days' time.
- Engineer's Report
 - A&E were not present but gave an update via email.
 - Michael to go around to Board Members to acquire signatures needed by the Engineer's.
- Treasurer's Report
 - Michael spoke on the budget.
 - We're running a bit over budget, as we've expected for some time now. Some areas impacting this include our electricity budget (running \$5k over budget). Again, this is not unexpected at this point but will need to be accounted for as next year's budget is being determined.
 - RE: Electricity Budget: the primary concern is where the electricity draw is coming from. Some possibilities were discussed including the circulators and a heating appliance Joe mentioned.
 - Michael mentioned that we need to plan to develop a budget for next year. Court and Ken volunteered to assist Michael and SOS. They will coordinate a time amongst themselves.

- Michael mentioned that we do have results from a final audit. There are booklets at the plant and Michael can send virtual PDFs if requested.
- Old Business
 - Update on Active Projects
 - LCT Building
 - Michael received an email from our Attorney today, 10/12/22. The attorney for LCT passed onto our attorney an update:
 - LCT will change their project as it relates to GICWD's concerns. Part of the project changes include an overall decrease in size of the project. To paraphrase some of the email: "Small quantities such as oil, etc. will be onsite...Materials generated outside the LCT facility will not be delivered or stored there, unlike their Burlington location". Some details were included in the email.
 - Michael to respond and inquire for some more details as to what the actual updated plan is. Michael wants to make note regarding enforceability by GICWD. There will likely be an update at next month's meeting, but there's also a possibility that a Special Meeting could be required if a settlement is granted.
 - Drawbridge Lane August Valve Dig
 - Janine connected with district member Bill Stone that he should file a report with the Public Service of Vermont, as SOS has also done.
 - Bill said that he would instead move forward with a Small Claims filing against GICWD. Bill has also noted that Dig Safe will not work with him whatsoever in this manner.
 - Some discussion ensued.
 - GICWD reiterated that the fault does not fall with GICWD.
 - Janine also mentioned that Bill feels that GICWD should have a policy in place to account for instances like this in the future, which would include advanced notice.
 - Michael to write a letter from GICWD's findings and will send it to Bill Stone. Our conclusion is that Comcast is the responsible party rather than GICWD.
- New Business:
 - Annual Meeting and Elections Discussion
 - Typically, the Annual Meeting is held at the same time as our Monthly meetings, the 2nd Wednesday of each month. Michael can no longer attend the 2nd meeting. There is a proposal to change the

Annual meeting and Monthly meetings to a different date and day of week.

- The proposal is to move both the 2022 Annual Meeting and the 2023 Monthly Meetings to the 3rd Wednesday of each month. The December Monthly meeting would still be on the 2nd Wednesday of December 2022. Janine to reach out to the Fish Hatchery to ensure we can attend in person at their meeting. The intention would be at 12/21 at 6:30 PM.
- The board to confirm the length of notice (30-40 days ahead of the annual meeting)
- Michael and Tim's positions are up for reelection, as well as the officer seats (Chair, Treasurer, and Secretary).
- Consider formalizing the Reserve Fund.
 - Michael made a motion to place an article on our warning to "Consider formalizing the Reserve Fund".
 - Tim seconded. All were in favor.

Lynda made a motion to adjourn at 7:58, Ken seconded. All were in favor

Grand Isle Consolidated Water District P.O. Box 9, Grand Isle, VT 05458
<http://www.GICWD.com>



SIMON OPERATION SERVICES, INC.

October 12, 2022
Ms Janine Banks
Grand Isle Consolidated Water District
Grand Isle, Vermont 05458

Dear Janine,

Enclosed please find the following reports and activities for the water treatment facility for the month of September 2022

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

If you have any questions regarding this information, please feel free to call us at 1-802-

244-7420.

Sincerely,

Joe Danis
Warren Steadman

Cc: Facility copy

143 South Main Street, Waterbury, VT 05676 1-802-244-7420

**GRAND ISLE CONSOLIDATED WATER DISTRICT
MONTHLY REPORT
SEPTEMBER 2022**

A: ACTIVITIES COMPLETED

1. Two samples were taken for coliform testing. Monthly backwash data was taken and the monthly report was sent to the Watershed Management Division. The monthly Water Operations Report was sent to the Drinking Water and Ground Water Protection Division.
2. SOS personal witnessed two taps for two new services off Pearl Street. The two houses are on Baker Rd., a new road off Pearl Street.
3. Five 24 hour disconnect notices were posted for non-payment. One customer made payment arrangement the same day. Three were shut off the next day. All three made payment arrangements. One customer remains shut off.
4. While turning on the water at one of the shutoffs the curb stop rod failed. Santor was called and came, dug and replaced the rod with a SS rod.

5. The chlorine analyzer at Bell Hill failed. The necessary parts were ordered and the analyzer was repaired.
6. Quarterly readings were completed. The new Neptune system worded with very few bugs.
7. A number of meters were not read because the touch pads were blocked by vegetation or bushes. Letters have been sent to those accounts asking that the touch pads be made accessible.
8. Letters have been sent to accounts that could not be read and require service calls to repair or replace the meters. Radio read meters are installed where the meters have failed.
9. A meter pit was installed at 99 East Shore South by Island Excavating at the request of the owner to replace the original meter that was mounted on a post. The owner is paying for the installation.

B: ACTIVITIES IN PROGRESS

1. Radio read meters are being installed where existing meters have failed.
2. Letters have been sent to home owners that will have the water shutoff during the master meter replacement. The letters explained the shut off and the need for the boil water notices following the replacement
3. A damage report on the damage at 1 Drawbridge Lane was filed with the VT Dept. of Public Service.

C: ACTIVITIES PLANNED OR NEEDED

1. A contractor has agreed to replace the West Shore master meter. Installation of the new meter is planned for October 5.
2. Mainline flushing will take place later this Fall.
3. The storage tank mixers will be turned on in late October.

D: BILLINGS AND COLLECTIONS

1. Accounts receivable as of October 6 was \$133,276.26
2. There were no liens placed on or released from accounts in September.
3. The balance of the outstanding liens is \$10,516.35
4. Six accounts used the ACH draft as a means of paying their water bills in September.