

Village District of Eastman
Commissioners' Meeting--Village District of Eastman Office
8 AM February 16th, 2011

Minutes

8:00

Attending: Commissioners Sullivan and Fairweather, Treasurer Wright, DM Weber, Operator Perez, Grantham Trustee of Trust Funds Robert Fogg, Clerk McClory. **Absent:** Commissioner Wood, Deputy Treasurer Conroy.

Call to order at 8:03.

Chairman Sullivan moved Mr. Fogg to the beginning of the agenda to discuss the relationship between the commission and the trustees. DM Weber explained that the commissioners will request reimbursement from the trust accounts when money is spent on projects that fall within the parameters of the trust fund accounts. They will fill out the form required by the trustees and authorize the reimbursement request through a letter or minutes. Since 1996 the trust funds have been established with the commissioners as agents to expend the funds. There have been some problems with getting account reports and reimbursements.

Mr. Fogg said he is new to Grantham and volunteered to fill a vacant trustee seat. He is on the ballot for the March 8 election. He said part of the problem with the reports and reimbursements was the turnover among the trustees, leaving only one trustee to do the work of three. Commissioner Fairweather said he was told there is also a lack of administrative and financial support for the trustees to do their job. Mr. Fogg said there will be a full contingent of trustees after the election and the responsibilities will be divvied up. Mr. Fogg said he will commit to providing monthly reports for all 25 accounts.

Everyone agreed that open communication is the key to a good working relationship.

FIELD: Operator Perez said the water treatment plant valve project was completed in two days. They discovered another bad valve and will use one of the old ones that is in better condition until another can be obtained and installed.

There have been no new leaks discovered, but they are watching Hilltop and some houses that they know are unoccupied. They are also watching the leak on Greensward Drive because it is on a main feed and backwashing would cause negative pressure, which would pull in whatever water is near the break.

MINUTES: Commissioners made the following amendments to the Jan. 19 draft minutes:

- ◆ Interim moderator: in the motion, change the word "residents" to "resides"
- ◆ Field, second paragraph: add the words "water treatment plant" before the word "valve" and put (Dezurik) after the word valve; also, change "Operator Worth" to "Operator Worthen"
- ◆ Meeting with Dennis Driscoll: second motion, change the word "direct" to "request"
- ◆ New business, item 3: change "no support" to "little support"
- ◆ New business, item 4, last paragraph: change the word "summer" to "summary"

Commissioner Fairweather made a motion to approve the minutes of the January 19 meeting as amended. Commissioner Sullivan seconded the motion. Unanimous approval.

FINANCIAL REPORT:

1. Letters were signed to close accounts at SRB.
2. The year has started as predicted with expenses running a bit below budget. While some of that was spent on the main break, the budget is still \$9,000 in the black.
3. Current receivables are at \$14,770, of which 3 customers owe \$12,000.
4. Our water main CD matured 1/24/11. As of today 2/9/11, DM Weber said he is still not sure if the trustee has rolled the CD over or put it into Lake Sunapee per the request of the board. Mr. Fogg said it was transferred last week.
5. All CIP reimbursement requests totaling \$46,000 have been reimbursed to the district.
6. There will be a hearing on the refinancing of the two current notes on Feb. 23 at 7 p.m. at The Center as required by DRA. Lake Sunapee Bank is fine with the delay and the new closing date is Feb 25th, 2011. Need to take minutes and voice vote.
7. The current shutoffs for the winter total 45 or \$3,405.00 in "turn on" revenue in the spring. A lot of customers have taken advantage of the reduced seasonal shut off rate since the news went out about the 2 major house leaks.
8. There is a new line item, Employer Social Security, on the financial spreadsheet. It is not an added expense; it is in response of the new law regarding the percent of social security.

MANAGER'S REPORT:

1. A water main break at Fernwood has cost us approximately \$1,500 in water loss and will cost approximately \$4,000 total after spring paving.
2. Overall water use for Jan. 11 is the same as Jan. 10 after adjusting for the break and the home that used 427,000 gallons when its plumbing burst.
3. All reports, DMR, and 4-log have all been submitted for January. New federal requirement and new bill beginning soon to report fluoride in water on every bill. One VDE source has naturally occurring fluoride.
4. The data collected from the 2 offsite wells as part of the BRW 5 permit has been sent to the state with the required annual report. DM Weber said he has not been able to find in the data any correlation between #5 running and the up /down movement of the two offsite wells. He has requested of the state that VDE be allowed to stop monitoring based on the past two years of data and reporting.
5. VDE's advanced monitoring equipment and electric bills have indicated an issue at the Anderson Pond booster station. We have repaired some damaged equipment and are currently seeking why it happened. We think we have nailed it down to a power surge or generator. One drive went bad and pump motor went bad... don't know exactly what happened. Going to put in a 30-second delay to motor and on generator.
6. The land acquisition for the Eastman Charitable Foundation is currently on hold due to the weather (surveying) though is slated to go forward in May or June.
7. VDE Weber has coordinated with ECA and took their apparent vacant property list and compared it to ours to proactively address potential home freeze ups. Ongoing.
8. As of 2/9/11, 2 more customers had called in to ask us to shut their water off at the street, based on the e-mail alerts that have gone out.
9. We have had 3 frozen meters in the past few weeks, which have been replaced and the owners alerted to the lack of heat issue. Crawl spaces need to be heated when water line is coming in. Majority is condos, but many are also houses. Sent email to Belle Terre asking them to look at them.
10. The new Dezurik valves for the WTP should be complete by meeting time.
11. We are tentatively scheduled to start drilling the new wells the last week of February. Cost estimates are in. Drilling wells within foot or so of test holes.

OLD BUSINESS:

1. Discuss SRF progress.
2. Handling water leak issues between the curb stop and the meter, discussion, policy, precedent, and history. DM Weber said there is information in minutes and notes but nothing concrete. He presented a flow chart for an internal guide. Rather than spell out everything and make this chart huge, put some wording in regarding depending on conditions, etc. Make part of minutes when adopted. Give opportunity to inspect for backflow preventer. Temporary line above ground is good secondary plan.
3. DES is OK with the new well drilling, a lot of the items in the response to Tata & Howard will be taken care of post drilling and post pump test. Done.

NEW BUSINESS:

1. Water Conservation; Look at rate structure(s) and current cut offs at certain usage amounts. DM Weber has collected data that has been sorted by 500-gallon increments to determine peak users and amounts. Bulk of use is 40,000- to 50,000-gallon range. People putting in lawns now and sprinklers going when restrictions in place. Can we encourage conservation with rate structure? Three break points. Some elasticity in usage and use less if rate higher?
2. Agenda packets: DM Weber would like to send via email or disk rather than hard copies. It costs approximately \$100 plus paper and printing. Could selectively print or ask to have printed. Will try it for a month and see. Commissioner Sullivan requested his in hard copy.

OTHER:

Operator Perez said the bleeder output is one gallon/minute/bleeder and there are six bleeders, which totals about 1 million gallons during the winter to prevent freeze ups.

Commissioner Fairweather made a motion to approve the non-public minutes of Dec. 14, 2010 as written and circulated electronically. Commissioner Sullivan seconded the motion. Unanimous approval.

Commissioners reviewed the schedule for the upcoming annual meeting.

Meeting adjourned at 9:31 a.m.

Respectfully submitted,



Lorie McClory

