

West Windsor Utility Advisory Committee Meeting  
February 27<sup>th</sup>, 4 p.m. by teleconference.  
Draft minutes

Call to order: Meeting called to order at 4:05 p.m. Quorum reached with Gina Halsted, Ralph Bailey, Jeff Nelson, John Bossen, and David Leavitt present. Selectboard member Tom Kenyon, Town Administrator Martha Harrison, and Clerk Connie May also present.

**Changes or additions to agenda:** None.

**Announcements/public comment:** No announcements. No public present.

**Approve minutes from last meeting:** Jeff made motion to dispense with reading of minutes. Seconded. No further discussion. Motion passed unanimously.

**Update on sewer project:** Town continues to hear from a few people who note that some work needs to be done to roads due to sewer-project work. "To do" checklist will be addressed in the spring.

**Update on water project:** Except for some clean-up work to be done in the spring, all contracted work has now been completed. Martha sent committee members a draft of A&E engineering proposals for additional water-system work, including mapping and hydraulic analysis (\$5,000) and long-range planning (\$12,000). Lively discussion ensued about whether all this work is necessary. Patricia Beavers suggested that we get item-by-item breakdown of suggested work in order to compare items with what has already been done. Discomfort expressed about spending more money if some of work has already been done. Ralph noted that he talked with engineers, who told him that though Mt. Edge pond can be used for fire protection, State will not allow that to be counted in order to reduce requirement for water capacity required for fire protection as long as some hydrants are tied to potable water system.

Additional points made and questions raised in discussion included:

- Contact Plaustein to see if documents exist that acknowledged pond for fire protection and thus pond could be "grandfather" confirmed as pre-existing use as part of fire-protection system?
- Could we plead financial hardship and water need with State?
- The maps the Town has on the system are not perfect, but may be the best available.
- Why was not a complete mapping required of engineers in original \$550,000 project?
- Has Patricia Beavers been recording on system "as built" map(s) the additional information she has gleaned through maintenance and repairs done on system?
- State requires mapping and hydraulic analysis by a specific date, so that Town can prove that project accomplished the goals.
- Hydrant flow has never been documented, so someone should crack open a hydrant or two to measure pressure and flow.
- Before committing to more work to be done by engineers, we should find out what is required of owners, and see what Patricia Beavers can give us.
- Martha stated that A&E preparing another proposal in response to Town's request for more depth as well as acknowledgement of grant possibilities, so how long A&E will need to complete the work is not clear at this time.

Consensus reached that the entire question will be put on the agenda for the next committee meeting. Meanwhile, Ralph and Jeff will work together to contact John Plaustein, Bruce Boedtke, and the A&E engineers in order to gather information that could help shed light on issues of water allocations and fire-protection pond. Point made that engineers should consult with Patricia Beavers. Martha asked to find out what State requires of owners.

Committee discussion moved on to grant application for generator work; update requested. Martha stated that Selectboard tabled this issue in order to see where the grant might fit into system's long-range planning and include the mapping and hydraulic analysis. She confirmed that as of now, no money has been spent on grant applications.

Question asked if propane tank near maintenance lodge might be used for generator. Water quality at Mt. Side was tested in an owner's unit, and results confirmed that water is fine.

**Financial updates:** Tom reported that sewer-system checking account has \$42,179.58, and money-market account has \$235,326.12. Water-system checking account has \$77,767.71, and money-market account has \$1,053.92. Tom confirmed that sewer moneys owed to Windsor have been paid up-to-date.

John worked on water-system budget based on information he was given, and sent his work to Win; he is now awaiting Win's response. John will proceed to work on sewer-system budget, again based on original information he received. John made point that it's nice to know about the cash reserves, but financials need to be finalized in order to make decisions. Though he expressed caution that he's not sure the figures he was given are up-to-date, he encouraged Win to review work that he did before the next committee meeting. He will send the budget information he has been working on to committee members for discussion at the next meeting.

**Water allocations:** These depend on ordinances. Question raised that now that Brownsville Store has closed, will the owner be required to pay for allocations? John reminded committee that at last meeting, the following motion was approved, confirming that the answer is yes:

“(Motion): All users on both the sewer and water systems and connected to those systems shall pay the full user rate for each assigned allocation. (Discussion): ...a great number of users were only on the mountain part-time and we requested that be conveyed to the new owner. The motion passed unanimously.” The Committee unanimously affirmed their support of the resolution, and Tom indicated his support. John also pointed out that furthermore, under the sewer ordinance, there was no provision for being removed from the system once connected.

John reminded the committee that the Selectboard allowed Snowdance to disconnect the Cunningham Building from the water and sewer systems. Not accepting the committee's unanimously approved motion to require Snowdance to continue to pay for allocations was an unusual circumstance, and John expressed hope that this issue would not be revisited as far as other users are concerned.

**A&E proposal for mapping, hydraulic study and long-range plan:** Discussed earlier.

**Fire pond protection:** Discussed earlier.

**Ordinances:** John reported that he asked Atty. Nate Stearns for estimate on how much he would charge to draft water ordinances that would be based on sewer ordinance, and expressed concern that without formalized sewer and water ordinances, further development stalled. Concern expressed about duplicating work that Town has already done on water-system ordinances, but Martha could give work she has done on water ordinances to Nate. John urged Select Board to give final confirmation to sewer ordinances, under which committee has been operating, and reminded people that without formalized ordinances, allocations cannot be firmed up, and thus potential income is being lost.

**Other business:** Jeff made motion to accept Snowdance's resignation from participation in West Windsor Utility Advisory Committee. Seconded. No further discussion. Motion passed unanimously.

**Next meeting:** Monday, March 27<sup>th</sup> at 4 p.m. by teleconference.

**Adjournment:** Ralph made motion to adjourn. Seconded. John expressed the committee's appreciation to Tom Kenyon in particular and Select Board in general, as well as to Martha Harrison, for attending committee meetings and for their work with the water and sewer systems. Motion passed unanimously. Meeting adjourned at 4:50 p.m.