

**West Windsor Utility Advisory Committee Meeting
Friday, January 19th, 4 p.m.**

Meeting called to order: 4:07 p.m.

Present via tele-conference - Gina Halsted, Bob Norris, David Leavitt and Jeff Nelson.

Tom Kenyon, John Bossen, Tom Marsh and Town Administrator Martha Harrison present at the town hall.

Changes or additions to agenda: John Resignation, Connie May Resignation

Announcements/public comments: None.

Approve minutes of last meeting: *Motion* made to approve minutes. Seconded. No further discussion. Motion passed unanimously. Connie May has resigned as Recording Secretary and we thank her for her service. John asked each board member to take a turn doing minutes. John will report for this meeting. The meetings are recorded and Martha can provide the audio for transcription.

Water System Update: Martha reported a dramatic increase in water usage from the upper section. Holidays may have an effect but there is some concern. It's only recent that we are able to now do monthly comparisons. Martha felt that the overall usage of the system was in the ballpark with recent past years but was uncomfortable with the variation of the upper section. We will try to chart and record the flows and see where we stand in the coming periods.

Martha will be meeting with A&E re Asset management and long range plan. Part of plan is to prepare for funding for future including back-up generator, lines under the ski bridge, expansion, etc. Martha also working on O&M manual.

Sewer System Update: Tom reported that everything seemed to be functioning fine. Plan is to finish tv camera of small section around hotel. Martha will get costs.

Water and Sewer Budgets: We are waiting for Win Johnson to complete the budgets but it was felt that both utilities were in good financial shape. John reminded the board that the current \$865 sewer budget has not only included the major repairs we've completed but also an anticipated \$500,000 in future repairs. Current financial position:

Sewer checking \$20,162, Sewer MM \$331,144.

Water checking \$ 6,468, Water MM \$86,149.

Ordinances: Only change in the sewer ordinance is formation of the committee which has been superseded by the new Selectboard Resolution defining current membership. Martha has some unresolved concerns from the POA attorney, Nate Stearns that she would like to finalize. The committee said we had spent enough on town lawyers and agreed the issues were minor enough that it was agreed that Martha could resolve directly with Stearns.

Water Ordinance – town passed without corrections discussed between Birmingham and Stearns. We are under the assumption that the changes were agreed upon by the attorneys and that Birmingham presented them to the Selectboard for approval. Martha will follow up to see what has been discussed.

Nominations/Reappointment to Committee: The new resolution calls for new reappointments to the Advisory Board. POA Bylaws state that each group has a right to appoint their own rep and backup. The

Condo Associations will report back on when they can meet. The POA rep is elected by those homeowners on water/sewer who are not represented by one of the associations. The POA meets in May and October for such elections. The town rep is under a different set of rules so we're not sure how that works. The request to the Selectboard is that they keep the current reps in place until proper elections can take effect. Tom Marsh joins the board as an expert/advisor.

Other business: John said he was resigning effective end of April and that Bob Norris would be his replacement. John said he has been involved long enough and that it was time for others to get involved. The importance of each group having a backup was also stressed. David commented that the current resolution had no provision for a back-up but the consensus was that the Selectboard would not have an issue in allowing those appointments. John said he would be available for input. Bob Norris asked about the future of the water charges to the General Store should it be sold. After discussion, any action was put aside until a new owner took possession.

Next meeting: Friday, April 20th at 4:00 p.m., in person if possible at Town Hall or via tele-conference. By that time, more information on budgets will be available.

Adjournment: *Motion* made to adjourn. Seconded. Meeting adjourned at 4:50 p.m.