

**West Windsor Utility Advisory Committee Meeting**  
**Via teleconference and in person, January 20, 2017, 4:00 p.m.**  
**Minutes**

Meeting called to order: 4:05 p.m. Selectboard member Tom Kenyon, present. West Windsor Utility Advisory Committee quorum established with Jim Bonney, John Bossen, Jeff Nelson, Ralph Bailey, David Leavitt and Gina Halsted present. Town Administrator Martha Harrison also present. Connie May was unavailable so John agreed to take the minutes. (Woe is us).

Changes or additions to agenda: John added well housing and generator for well to discussion. David added water quality testing.

Announcements/Public Comments: None.

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

Update on sewer project: The inspection and cleaning of sewer system storage tanks at pump station #1 part of the village sewer project will proceed. Tom mentioned that there was a complaint that the pylons protecting some hydrants were not suitable but after he made an inspection, he felt they were okay. General Store wants a credit because their tank was filled with concrete during the town sewer project. They claimed they wanted to sell it. Tom said they never informed the town and intended to refuse the request. Anticipated capital projects still on hold.

Update on water project: Project basically completed with some final minor details, cleanup, telemetry, etc and inspections to come.

Well housing – Tom inspected and it was not properly secured. Tom had contractor secure for \$182 but more work will be needed in spring. The committee reaffirmed that there were no objections to handling such emergencies without prior notice to the Committee (in particular with such a small expense).

Generator – We wanted to include an emergency generator in the project but we did not have the funds. We are applying for a grant so we will wait to see the result. We anticipate needing a “scope of work” so we will get prices for that work however, Ralph suggested that we want to be pretty sure about the grant before we spend any money. All agreed.

Patricia Beavers needed to test the water quality from inside a Mountainside unit. David has made arrangements for access and we agreed his liaison could deal directly with Beavers.

Financial updates: John sent proposed water budget to Win Johnson for comment. Win has been out of town and we hope to hear from him soon. John will work on sewer budget. Further discussion of financials will take place after we learn more details and we receive Windsor’s next budget.

Water bills have been sent out in the amount of \$495 as set in the last meeting.

Water allocations: Cannot have a meaningful discussion until the ordinances are formally approved. Until then, we are losing money since we cannot bill for unused allocations.

Fire pond/fire protection: Jim is in conversation with Mike Spackman about how the new hydrants affect fire protection for areas of the resort not on the water system.

Jeff and Ralph will contact engineers, John Plausteiner, etc for advice and the availability of any documentation available to explain the intent of the pond for fire protection when the water system was first created. They will also inquire re grants to enhance the use of the fire pond and to question how we might be able to increase allocations by the use thereof. We may need to hire a fire protection engineer.

Ordinances: The Committee again restated the importance of confirming the Sewer Ordinance originally approved by all parties. The Water Ordinance also needs to be finalized and should be modeled after the Sewer Ordinance. John again made point that without approved ordinances, allocations cannot be clarified. Again offered Committee's help in preparation.

Other business: A request was received from a user requesting a reduced sewer fee since that owner only used the system on a part time basis. The following *motion* was made and seconded:

All users on both the sewer and water systems and connected to those systems shall pay the full user rate for each assigned allocation. It was discussed that 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 again requested that the Selectboard keep us posted ahead of time regarding non-emergency items so we could give our input prior to Selectboard meetings. The comments arose when found on the Selectboard agenda re "well housing" and "generator for well". Also, while no one had a particular objection to using our water for tank cleaning or for demolition of the base lodge, we would hope that the Selectboard would consult with the Advisory Committee before committing such assets.

That being said, it was important to note that we recognize that they have put in many long hours and hard work on our behalf. Appreciation was expressed to the Selectboard and Martha for their efforts.

Next Utility Advisory Committee Meeting: February 27<sup>th</sup>, 4:00 p.m., via teleconference

Adjournment: On *motion* and duly Seconded the meeting was unanimously adjourned.