

TOWN OF ELMORE, VT

Monthly Select Board Meeting

Meeting Minutes – prepared by C. DeVore
Status: APPROVED

Meeting Date: June 8, 2016

Start Time: 6:32 pm **Adjourn:** 6:51 pm

Meeting Attendees: Robert Burley – ESB Chairman, Caroline DeVore – ESB,
Michel LaCasse – Road Commissioner

A. SPECIAL TOPICS:

B. NEW ITEMS:

1. STATUS UPDATE: Elmore Water Service Area FY 16 Operating Results demonstrate operating and financial stability through first year of full debt service. Projected subscriber cost for FY 17 will decrease \$50 per ERU. Terms of 30-year loan are negative 3% interest, applied each year. WSA Annual Operations Report, attached.
 - a. WSA Annual Meeting held 3JUN16: Operations Report and FY17 Budget approved.

C. CONTINUING ACTIVE ITEMS:

1. Road Commissioner Update – LaCasse

Work Completed:

- Most roads have been graded and sprayed for dust control.
- One culvert installed on far end of Beach Rd.
- Replaced and repaired signage. Defacement or theft resulted in an unplanned \$3,000 sign expenditure.
- Material stockpiled for Beach Rd.
- Start hauling sand.

Equipment status:

- Truck #2 Freightliner out of service for DEF sensor and sending unit.
- Sweeper unit purchased for loader.

Employee Status:

- All is well.

Upcoming:

- Beach Rd construction will be starting June 9, with prep work. Pike to reclaim week of June 13. Paving several weeks later.
 - No word on grant application.
2. UPDATE: Dodge Road (CL 4) impassible when wet. On 13 May, LaCasse, Wills, Burley inspected Dodge Rd with Worth, landowner. Determination: IAW VT Statutes, owner may improve drainage and surface sufficient to permit seasonal logging access in accordance with ANR water quality and AOT road stability guidelines.
 3. UPDATE: Storm Water runoff onto property of David Fried: Area inspected by LaCasse, Wills, Burley 13May 16. Owner declined presence due to conflict. Burley revisited area with owner 1JUN16. Area is the natural convergence basin of two large (>300ac) watersheds. Stream course appears to have been modified within past 20-25 years, creating an oxbow to divert around work

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and structure areas of Elmore Roots Nursery. Washouts, erosion and flooding are result of stream bed and culvert inadequacy for storm and seasonal runoff. Any alteration to TH2 drainage would likely jeopardize TH1. Town will continue to monitor and clean TH1 ditches IAW ANR and AOT guidelines. By statute, towns may not work on private property.

- 4. STATUS: 2016 Beach Road paving project- LaCasse + Burley
 - Current schedule is Start, mid-late June.
 - Expect total costs (including unknown FCOs) to be less than approved \$120K.
 - Capital Reserves and short term financing are adequate.
- 5. STATUS: Legislative action: Renewable Energy Siting -DeVore
 - Governor’s veto of current legislation may lead to the current legislative session taking action to override. Holding to evaluate.

D. COMPLETED/INACTIVE ITEMS:

- 1. Open Action Item List reviewed by SB.
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DATE: 1 JUNE 16

TO: Elmore Water Service Subscribers:

FROM: Water Commissioners: Jon Osborne, Warren Miller, and Phyllis Houle

Elmore Select Board: R. M. Burley

SUBJECT: **FY2016 ANNUAL OPERATING SUMMARY**

FINANCIAL SUMMARY:

- FY16 is the first full year of system operations with full debt service.
 - The loans were structured with a 12 month grace period until first payment.
- Final costs for system construction were ~\$50,000 **below initially approved loans** due to early completion, aggressive Project Management and Town volume materials contracts.
 - As a result debt payments were renegotiated and reduced.
 - By utilizing State and Federal revolving funds the interest rate is <3%> (Negative 3%) which is applied annually to the remaining balance.
- System Operations for FY16 were within planned budget.
 - In accordance with Service Area By-Laws, any small annual surplus is applied to operating reserves for Capital, Emergency and Maintenance.

OPERATING SUMMARY:

- The system operated for a short period under e-coli restrictions due to samples from a single location. The problem was identified as a single contaminated faucet. Total system delivered water purity met specifications throughout the year.
- The Agency of Natural Resources, Water Quality Division has granted the Elmore WSA Operating Permit.
 - The previous Co-Op was at risk of discontinuance for operating WITHOUT a permit.
- Completed engineering documents and operating manuals are now on file both at WQD and the Water System and Town Offices.
- A pressure switch in the control panel failed and was replaced, resulting in temporary reduced water pressures for approximately 1 week until a replacement was installed.
- The combination of **local volunteers** performing operations and sampling coupled with Ross Systems oversight and verification significantly **reduces operating costs** and thus reduces subscriber rates **by ~\$250 per ERU** (Equivalent Residential Unit). Be sure to thank Jon Osborne, Warren Miller and members of the United Methodist Church.
 - More volunteers for daily operations and sampling would reduce the workload on those current few. Please consider volunteering.

FY2017 PLANS:

- As a result of stable energy costs, stable operating performance and reduced debt service, subscriber rates for FY17 are forecast to be reduced by \$50 per ERU (Equivalent Residential Unit). Final rates will be set by 1 July 16 for Fiscal Year 17.

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