

West Windsor Sewer Advisory Committee (SAC) meeting, July 18th, 4:00 p.m. to 5:00 p.m., Story Memorial Hall, Draft Minutes

Meeting called to order. Present: Glenn Seward (W. Windsor Select Board), Ralph Bailey (Orange Lake), Jeff May (Mt. Edge), Gina Halsted (Windsor Building), John Bossen (POA), Mary Vilullo (MFW), Connie May (recorder). No response yet from Mt. Village about representation; John Bossen will reach out. Observer James Axteu joined half-way through the meeting.

Changes or additions to agenda. Question of hook-up for property at end of Ski Tow Road added.

Current financial status. Checking balance = \$17,048.09. Money market account = \$200,559.98 (approx. \$100,000 of which represents special assessment for spur project). Balance of old receivables (prior to Town's acquisition of system) = \$42,874.36. As per sales agreement, half that money is due to MFW. New receivables (after Town's acquisition of system) = \$15,946.49. Most people entering into payment arrangements. Tax sales. Five parties in tax-sale process, owing between \$3,000 and \$11,000; one has made arrangements to pay/month. One unit in Windsor Building owes \$500; is under foreclosure. This unit not counted in 5 units mentioned above.

New open meeting laws. Meeting posting requirements apply; minutes have to be made public w/in 5 days of meeting. No decisions can be made outside of a meeting. Agenda cannot be changed once discussions have begun. Law applicable now; enforcement begins July 1, 2015. Violations = \$500 fine plus misdemeanor charge. SAC members covered under W. Windsor's liability insurance policy.

Windsor's operating/maintenance agreement and impact on user rates. Town of Windsor not open to reducing rate increases. By contract, however, Town of Windsor responsible for electrical charges (approximately \$10,000/year). When fitness center and hotel added in, that figure could rise. At a future date, we may consider further reduction in users' rates. Motion: For Town of Windsor to assume all electrical charges related to pump station #1 as outlined in current operation and maintenance agreement. Seconded. Discussion: Windsor will pick up its own charges. Motion passed unanimously. Glenn is going to Windsor Select Board meeting and will suggest they clearly outline maintenance services they will provide.

Manhole replacement on Upper Loop. Manhole that was buried at end of Ski Tow Road was unearthed in evaluation process. Continues to be open, so replacement pricing can be sought; work should be done before winter. A major source of ground water infiltration into system. Motion: To support spending up to \$3,500 to replace the manhole. Seconded. Discussion: Other manholes on Ski Tow Road have yet to be evaluated. Replacement of this manhole on engineer's priority list. Motion passed unanimously.

Engineering report for collection system and Mt. Edge. Overall, manhole conditions at Mt. Edge better than expected; work to be done minor. List from engineering firm is preliminary report; more formal report to be produced. That report is basis for capital improvement plan, and may include some guesstimated pricing. If not, Mt. Edge should hire contractor and confer with engineers to come up with potential pricing. Final report will probably include some discussion of relationship between sag in lines and pitch of piping. Liners may be recommended for some piping. Mt. Edge priority items include #s 5 and 6, page 4; #24, page 5; #14, page 5. More long-term items to address are #s 4, 5, 6 and 7, page 6. System at Windsor House not evaluated yet; part of spur project. Patricia Beavers now only involved in water company. She is owed thanks for her guidance.

Adoption of Mt. Edge system: Consensus is that Mt. Edge should address all items prior to Town's acquisition of main pipes. Hope is that final engineering report and pricing will be available in time for Mt. Edge annual meeting in October. Membership will have to decide whether to have Town take over main pipes, or hire another company to operate and maintain Mt. Edge system. Mt Edge board prepared to organize an all-membership vote; 75% approval is required.

Spur project update. Work to begin week of July 28th and to be completed sometime in August. Total cost in excess of \$100,000. Work required for fitness center minimal as compared to work required for hotel.

Answer to question from observer: Fitness center pump fairly new (approx.. 3 years); expected life 25 to 30 years, so replacement not priced out yet.

MFW base lodge and maintenance shed disconnected from sewer system. Cunningham's still connected. Understanding is that base lodge will not be torn down but will be leased for \$1/year, possibly due to presence of water-company equipment in that building and antenna on roof. If building ever re-occupied, owner will have to reconnect to sewer system and apply for allocation as outlined in ordinance.

Village project. Final archaeological work for access to grant funding nearly complete; then permit process will begin. Project will start at pump station #1, and extend to junction of Seems Road and Route 44. Town asking for alternative pricing to extend to post office and developable property in that vicinity.

Answers to question from observer: Engineering plan still calls for two pump stations: one at Town Hall, and one at Fire Dept. Engineers considered option of one pump station rather than two, but stayed with two-pump station plan. If engineers change their minds, Town will consider one pump station option. Point made that piping lasts longer and is more energy efficient than an additional pump station. Project needs to start in 2015 for timeline for grant funding. Goal is completion by end of 2015, with some minor clean-up in spring of 2016. Another open meeting will include Village Project on the agenda. Assumption is that when time is right, a representative from the Village will join SAC.

Other business. One person on upper loop needs to connect to sewer system.

Adjournment: Motion: To adjourn. Seconded. No discussion. Motion passed unanimously.