

**West Windsor Utility Advisory Committee Meeting, June 20, 4 p.m. by teleconference
Draft minutes**

Call to order: 4:01 p.m. Quorum reached with committee members John Bossen, Ralph Bailey, David Leavitt, Jim Bonney, Gina Halsted, Jeff Nelson, Tom Kennedy, and Steve Hawco present. Selectboard member Tom Kenyon, Town Administrator Martha Harrison, and Clerk Connie May also present.

Changes or additions to agenda: Discussion of Selectboard's decision regarding Brownsville Store added.

Announcements/Public Comments: No public present.

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

Financial updates: Concern expressed that expenses not separated into what Town should cover as part of expansion of sewer system, and other expenses related to rest of system. Town may owe some reimbursements. Point made that clarification between capital and operating expenses needs to be made. Steve Hawco said that it may be a simple matter of reorganizing figures, and noted that sewer account in pretty good shape; but he added that a detailed, projected forecast of expenses needs to be formulated. He has set up a system to track expenses in 2016 that can be carried over into 2017.

Tom Kenyon said that Win Johnson is working with Town Treasurer Cathy Archibald to reach greater clarity on the numbers. John Bossen requested a meeting with Cathy Archibald and Win Johnson prior to the next committee meeting to go over the numbers. Financial person will be available mid-July. John Bossen will follow up to set up the meeting.

Update on sewer project: Tom Kenyon reported that work is proceeding smoothly and they anticipate an end date of July 2.

Update on water project: Application for permits to construct has been submitted; State has sent comments to A&E (engineers), who are supposed to respond to State this week. Hope is that permits will be issued by July 8th, so the work can commence and be completed this year. Martha Harrison sent everyone revised projects costs: total now increased from \$500,000 to \$675,000. Can't bond for that much, however, so approximately \$100,000 of work has been deferred to a future date. Those deferred items include road to access booster pumps and reservoir #1, and fence around tanks 2 and 3. Point made that when water system's capital reserves are sufficient, a generator will be installed at main pump as back-up. State is requiring a generator at booster pumps, which is included in project. Jeff Nelson asked who is paying the electricity expenses for pump stations #1 and #2; answer: Town of Windsor.

Water allocations: Tom Kenyon reported that Selectboard researched history of free water being supplied to Brownsville Store; found paperwork related to Lelands next door, which was granted free water when well was fouled during original resort construction. On the basis of this history,

Tom confirmed that the Selectboard was over-riding the committee's vote to charge the Brownsville Store, and we will be supplying free water to the Store. John questioned the fairness and replied that the committee wishes to discuss this further with the Selectboard. Tom Kenyon added that the dam behind the Fire Station will be removed; the Department will lose its source of potable water and will be connecting to the Water System, but will be paying for that water use.

Fire pond/fire protection: Selectboard suggested that Mt Edge and residents on upper loop cooperate in paying for allocations to dredge pond. John Bossen responded that the fire pond is an important addition to the fire-fighting capacities of the Water System, and that in placing the responsibility for the upkeep of the pond on the residents rather than on the System, the Town is leaving the residents hanging. Jeff Nelson asked if the pond could be used to offset some of the allocations for fire-fighting that the System must bear. Martha Harrison said no - the State requires the present allocation as a minimum requirement from drinking water, even though this means that if someone else builds up on Ski Tow Road or elsewhere in the complex that the Water System services, they cannot get water from the System. This issue will be added to the agenda for the next meeting.

Ordinances: Tom Kenyon said that the Selectboard intends to review both the Sewer Ordinances and the Water Ordinances in order to be sure that the wording and substances in both documents are consistent as appropriate. John Bossen told committee that the POA lawyer sent a letter to the Selectboard to clarify the committee's position that the sewer ordinances that were accepted by the previous Selectboard, the POA and the Act 250 Commission should be updated and put into force. Tom Kenyon responded that the letter has been sent to Town Attorney Matt Birmingham for review.

Other business: No other business was raised.

Next meeting: In Town Hall at 4:00 p.m. on Friday, July 15th.

Adjournment: *Motion* made to adjourn. Seconded. No further discussion. Motion passed unanimously. Meeting adjourned at 4:25 p.m.