

**West Windsor Utility Advisory Committee Meeting, Draft Minutes, September 19, 2016  
4:30 p.m. by teleconference**

Meeting called to order. Quorum established with committee members Gina Halsted, David Leavitt, Ralph Bailey, John Bossen, and Jeff Nelson present. Town Manager Martha Harrison, Select Board member Tom Kenyon, and Clerk Connie May also present.

Changes or additions to agenda: Notification e-mailed that water system shut-down moved from Sept. 19<sup>th</sup> to Sept. 20<sup>th</sup> at 9 a.m. Steve Hawco sold his property and therefore is no longer on committee. David Leavitt now main representative from Mt. Side; alternate will be found as back-up.

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

Financial update: As of 09/19, Sewer system had \$66,314.74 in checking, and \$5,259.46 in money market. Water system had \$44,135.98 in checking, and \$1,053.48 in money market. John said that thousands in sewer reserve are unaccounted for because financial information not available. Said we need that information for October 7<sup>th</sup> meeting. Encouraged Select Board to complete financial report.

Update on sewer project: Part of sewer system for school addition stopped functioning; ran wire down pipes and found out that plumbing goes nowhere. This explains sink hole outside addition. A&E working on solution. Everyone was responsible for turning specifics on individual sewer systems over to engineers. School thought building was plumbed to old system, but that was not the case. Still, Tom thinks school at fault and thus should pay for extra work required.

Update on water project: Tom reported financial savings on several fronts, including keeping boulders on site that were dug up for piping installation; boulders could be useful to Town at future date. Sand next to sugar house will be used, rather than trucking sand in. Pole needs replacement to get power to site, but generators working so power available to trailers. Mt. Side had 3 inch line; 8 inch line should be installed to supply drinking water and water for hydrant. John questioned why engineers didn't know that the line was only 3 inches. Assumption made that where hydrant exists, line would be larger. Budget is \$73,000; may cost more. We won't know if we are under or over budget until financial specifics available. Grants probably not an option. Tom mentioned that piping can be installed in 4 to 5 days, and added that we can continue to proceed with water project; some decisions can be made at the end. Informed committee that Town got super deal on pipe. Expressed opinion that 8 inch should be done, even if it means borrowing money to do so. David expressed appreciation for work being done at Mt. Side, and was not concerned that this work might be postponed until the end, though it could mean that the work would not be accomplished by target completion date of end of December – as long as the work was to be completed. Jeff said a postponement until the spring might involve remobilization costs. Martha reported that A&E attending a Select Board meeting Thursday morning; after that, Town will have clearer idea of work schedule.

Next Utility Meeting: Friday, October 7<sup>th</sup>, 4:00 p.m., Town Hall. John encouraged all committee members and alternates to attend October meeting, as some decisions have to be made on that date. Repeated point that committee must have financial information for those discussions.

Jeff Nelson left meeting; quorum no longer existed. Discussion of other topics on agenda therefore postponed.

*Motion* made to adjourn meeting. Seconded. No further discussion. Motion passed unanimously. Meeting adjourned at 4:56 p.m.