

JERICHO-UNDERHILL WATER DISTRICT

September 10, 2001

7:00 P.M.

Basement of the United Church of Underhill

TRUSTEES PRESENT

Peter Mitchell
Richard Eldred
Roger Koniuto

OPERATORS PRESENT

Marc Maheux

CLERK PRESENT

Katharine Koniuto

GUESTS PRESENT

Christopher Greenwood

Peter Mitchell called the meeting to order at 7:04 P.M

1. Review & approval of previous minutes. Minutes from the 8/6/01 meeting were reviewed and unanimously approved with the following changes: 6.B.9. See 5.E. (Above) Also, the Board decided to replace meters that are difficult to access. 6.B.15. Add “and two additional days for the” in front of the words “hydrant valves.”

2. Review & approval of financial statements. The financial reports from July 2001 and August 2001 were reviewed and unanimously approved.

3. Operations Report.

A. Chief Operator's report.

i. Water usage. 62,710 gpd. The increase was possibly due to the fire at 352 Vermont Route 15 (Booth's), flushing, and the electrical storm.

ii. Test Results and Testing.

Bacteriology: August & September results were good.

SOC's: delay granted (3-23-01, Billy Kahn) Status of testing.

Samples have been sent in.

iii. Other

New Assistant Operator: Joe Beane, 8-27-01.

Training Info & Plans. Peter showed the Board the schedule of training sent out by the state.

Power interruptions (storms, etc.) The electrical storm on Friday evening, 8/31/01 caused a power outage. The pagers were inoperable. One of the pumps ran for 18 hours before it was shut off.

4. Customer concerns/comments.

A. Concerns (Tracking Forms): Discussion of current concerns. W. Myott, A. Wrisley (& J. Robinson)

1. Meter work has been done at Myott's (VT380), Peryea's (VT361), and Saucier's (VT383).

2. Janice Robinson, niece of Arietta Wrisley (DM008) called to report that Mrs. Wrisley was vomiting after she drank water. A sample of the water at Mrs. Wrisley's house was collected, taken to the state lab for testing, and found to be negative for any bacteria. Results of the tests were given to Mrs. Wrisley and Janice Robinson.

B. Other.

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1. Ed Ward (VT437) called to report a “misting leak”. Investigation showed a leak in the service line to his home. It is being repaired by Marc Maheux and Jim Durbrow.

2. Chris Greenwood (RV006) was present. He had been billed for both turnoff and restoration fees. He felt he did not owe the restoration fee since he, himself, had turned the water back on with a wrench that had been left there by Marc. After a discussion, the Board decided to grant him the credit for the \$25.00 restoration fee.

3. Charles Cressman (MD045) called to report that the water in his storage tank was dirty. M. Maheux will try to flush it to clean the water.

4. Bob Martelle (PK020) of the First Step Print Shop plans to add a bathroom in the Print Shop building. He will then need to pay 2 base fees each quarter. The clerk was instructed to write him a letter explaining this accompanied by a copy of the District Regulations referencing Page 17, Section 3.

5. Repairs and Maintenance.

A. Meter Calibration: Verifying Meter Installed. Status (G.Allen?)

No further contact has been received from Mrs. Allen (VT371).

B. Mowing across river and at Pumhouse #1 complete. Main tank planned.

The work was done by Tom Mitchell.

C. Well #2 Cap Leaking.

No further action.

D. Estimate for UPS or Radio Transmitter for Main Tank.

W. Douglass/Wedco=\$5900+\$850=\$6750. Estimated payback ~4 yrs.

A motion was made and unanimously carried to accept the quote from WEDCO and proceed with the purchase of the radio transmitter plus the startup and training fees.

E. Other.

Marc will be purchasing extra wires for the meters.

6. Old business.

A. Special Meeting: 8-13, 8-27 (Candidate Interviews).

Two candidates were interviewed for the position of Assistant Operator on 8/13/01 and 8/27/01.

B. Source Protection Plan. Completed.

The clerk was asked to make two copies of the Source Protection Plan and send them to the Towns of Underhill and Jericho.

C. Pending Items Review.

3. Tank Inspection: Underwater Solutions.

Both tanks were inspected on 9/10/01. A report will be forthcoming.

9. Meter Recommendation: Replacement Strategy. No further action.

13. Handbook Updates: Job descriptions. Policies. The clerk will provide a job description for the meter reader.

15), 16) Hydrants/Valves/Shutoffs Exercise, etc. No action.

??) New Items: Review/Inventory of drawings and Other System Information.

D. Other.

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The tank painting project needs to be coordinated. The Board discussed the possibility of putting it out to bid.

7. New Business.

A. Job Description, Policy Review.

All of these should be reviewed for discussion at the next meeting.

A copy of the Meter Reader Job description is needed for the Handbook.

B. Budget Inputs: Layne recheck pumps (MM), Fax-Printer Combo (KK), Beeper?

An engineer to coordinate the tank painting should be included in the budget.

C. Annual report recommendations.

The clerk was asked to highlight the events of the year for the annual report.

D. Candidates for Office.

The trustee whose term is expiring said he will seek reelection as will the clerk/treasurer. The clerk will check with the collector of delinquent accounts and the auditors to see if they will also seek reelection.

E. Other.

The clerk will prepare the warning for the Annual Meeting for the Board's signature and then see that copies are posted around town and in the newspaper.

8. Bills to review & approve for payment. Bills were reviewed, approved and budget coded.

A. Coding of Bills.

9. Next Meeting Date: October 1, 2001; 7:00 P.M.

A. Agenda items for next meeting.

Annual Meeting Date 10-15-2001

10. Adjournment. The meeting was adjourned at 9:45 p.m.

Respectfully submitted,

Katharine A. Koniuto
Clerk/Treasurer