

---

# CFD2 | Regular Meeting

08.01.2022 via Zoom 5:30-7:12pm

---

## Attendees

Jonathan Ashley (Dubois & King)  
Ian Baldwin (Board Member)  
Farley Brown  
Gina Campoli (President)  
Nicole Civita (Board Member)  
Lori Collins-Hall  
Paula Davidson (Treasurer)

Christina Finkelstein (Secretary)  
George Hall (Board Member)  
Norm Hanson (Board Member)  
Jamie Milholland  
Michelle Miller  
Steve Smith (Systems Operator)

## ABSENT:

Renee Rossi (Board Member)

## Agenda

- Changes/Additions to agenda
- Update on new well WL-05
- Update on alternate primary/back-up well WL-06
- Update re Backup Power Generator
- ANR PFAS Investigation update
- Bottled water check-in
- Financial and business report

## Changes/Additions to the Agenda

### ADD:

- Flow fluctuations
-

- 
- Process for timely infrastructure-related decisionsmaking & community communication strategy [NOT ADDRESSED]
  - Next meeting date (first Monday is Labor Day)

## Update on Source Permit for New Well (WL-05)

Jon Ashley provided an update and outlined the next steps toward establishing a new well

- After a delay in getting a firm date from Manosh (possibly because of a recent issue with a rig) they confirmed with D&K today that they plan to start drilling the week of August 8. Exact day TBD, but Jon will notify landowners as soon as he has additional information.
- Discussion re how the amended easement [to reflect new drilling location] will need to be completed with some urgency. At last meeting, Farley Brown (landowner) agreed to draft language and share with D&K and lawyers. Farley [who joined meeting a little later after this discussion began] said her lawyer is ready to review and that she just needs to draft the language that references the map with the new location. After she suggested that it would be helpful if someone else could draft the language, Farley decided it was better for her to draft. She will share with D&K and her lawyer.
- Q (Christina): In an earlier meeting (noted in Jan 24 meeting minutes ) Jeremy referenced a 30-day public warning period. Was that for the easement or for the permit?

(Gina) Previously state required that we have the easement in place before a drilling permit can be issued and that was a previous source of delay. We now have an easement with the landowners, but the easement needs to be amended to reflect the new well location [see above]. The state accepted landowners' letter of intent to amend the easement and granted permission to drill.

(Jon) There is no public notice for an easement, but all the permitst that D&K obtains for this project will require public notice periods. While the landowners' letter of intent was sufficient to get permission to drill, DEC will not issue the source permit until we will have an executed Amended Easement (and demonstrated sufficient yield).

- Q (Nicole): Expressed concern that DEC has gone back on prior decisions. Wants to make sure we have something in writing that the letter from landowners is sufficient for drilling.

(Gina): Yes, letter is sufficient – DEC has issued the permit so that CFD2 can drill. DEC calls Gina regularly to check in on status. DEC is very invested in CFD2 drilling as soon as possible.

- Q (Nicole) By when does the Amended Easement need to be in place in order for CFD2 to proceed to the next step? Amended Easement needs to be fully executed in the next 4-5 weeks or it will delay issuance of the source permit.

### NEXT STEPS (Jon)

- After Manosh drills, we'll have an estimated driller's yield. This will tell D&K if the likely yield will be sufficient to meet CFD2's needs.
- If the estimated driller's yield is satisfactory, then D&K will submit a work plan to DEC for approval to conduct a 72-hour pump test, which will include monitoring all the private wells within 2000 feet. The work plan is already drafted but D&K will need to include the well logs.
- State will take 1-2 days to approve the plan to monitor the nearby wells
- Concurrently, D&K will coordinate with landowners to locate their wells so that D&K can monitor the water levels in their wells during the pump test
  - D&K will need CFD2 Board assistance to make contact with all the landowners. [Estimated: one week to complete]
  - If a landowner does not give permission, the denial will be documented but the pump test will continue
- Concurrently, D&K will coordinate with Manosh to install the pump, discharge piping, and a flow meter for the testing. We will also need a generator. Earliest likely installation date is week of August 15th.
  - The rig that installs the pump is not the same rig as the one that drills. Manosh has not committed to a pump install date yet, but Jon is working to get it installed at the earliest possible opportunity after the well is drilled.
- After the pump test is completed D&K will need a minimum of three weeks to get a formal test report submitted to DEC because the report will require a water quality test, including PFAS
- Assume a week for DEC to review the report and issue a source permit, which will include an approved permitted yield
- After the source permit is issued, D&K can prepare the construction permit application (which connects the well to the water system)
- The source permit requires a 30-day public notice period
- The construction permit also requires a [15 or 30 day] public notice period
- **Best case scenario: 10-12 weeks before a connected water source is in place.**

## DISCUSSION

- Q (Lori Collins-Hall): Can the public notices be done concurrently? No, highly unlikely
- Q (Paula): Given the new EPA PFAS guidelines, does the well have to be entirely absent of PFAS in order for the state to issue a source permit? It doesn't have to be, but we would all like it to be non-detectable.
- Comment (Farley Brown): Conveying that a landowner with a well within the 2000' would be fine even if the new source well affected their output as long as they can go on CFD2 water. Jon added that that is a common solution when output is affected.
- Q (Gina): Will D&K share list of the well owners with CFD2 in advance? D&K will compile list and share. An official letter needs to be sent to each well owner. D&K will need CFD2 Board assistance in reaching the well-owners as needed.

## Fluctuating Tank Level (Gina, Steve)

The tank is super low and we don't know why.

- Steve Smith, System Operator, noticed that the water levels were low over the weekend. Moreover, the pump for WLI-01 stopped operating during this same time period. **So we're relying solely on WL-04.**
- If the pump for WL-04 is stressed, it automatically slows down
- Steve inspected the institutional locations – with the exception of Craftsbury Academy to which he was unable to access – to check for any leaks
- Trying to figure out if the plummet in water levels is a user-end issue or a delivery-end issue
- Manosh quoted 20K to remove and replace the pump in WL-01 [this is the well that has elevated levels of PFAS and we are seeking to shut off/replace with the new source well]
- Water was trucked in on Saturday and again today [Monday]
- Water levels were normal on Sunday but went back down again overnight
- D&K will be on site on Wednesday to assist Steve in assessing the pump at WL-04 and the connections to WL-01

- 
- The trucked water will be covered by the state. Gina reached out to DEC to give them a sense of how much water will be needed and they requested that we remember to fill out a form. **[UPDATE, 8/2/2022: DEC will not be reimbursing for trucked water. The issue is unrelated to PFAS.]**
  - (Nicole) If all the water is from WL-04 and trucked water, should we continue to do bottled water? Possible that if the state were to agree to that, it would only be if we completely seal off WL-01. Something to discuss again once we learn more.
  - **Imperative that customers continue to conserve water until the problem is resolved.**
  - Loss of water seems to be happening at night.
  - (Paula) This is another reason why it's important that all the meters get fixed. There is at least one regularly unoccupied home (airbnb) that does not have a working meter.
  - (Jon) It would be odd for a leak to be intermittent. Vermont Rural Water Association can do a leak detection, including going to individual houses to listen to the piping to see if there is a leak.
  - Norm and Steve will reach out to Vermont Rural Water. **[Update, 8/2/2022: Vermont Rural Water will assist, but first wants Steve to do a leak detection test between 11pm-2am on Thursday. Imperative that all customers refrain from any water use during that time.]**
  - (Norm) Is it possible that some of the water can be siphoning off to WL-01 or the failure of WL-01's pump? Steve is going to check on that.
  - (Nicole) What other things are we investigating to discover the cause of this water loss? Steve and Eli are going to check the pump at WL-04 on Wednesday as well as test the output and check the metering, among other things.
  - (Nicole) What will we report to customers after Wednesday and what do we need to be ready to do? We need to keep communicating with customers to conserve. The water loss is very strange and more so that it only seems to be happening at night.
  - (Nicole) Is it possible that this is related to the recent electrical storm? Consensus seems to be that if the storm were to take out the pump, it would have been taken out completely. Steve and Eli will check the pump to confirm it is performing as it should.

- 
- (Lori Collins-Hall) Want to make everyone aware that an additional 60-70 students will be on campus by the end of the month. Concern about retention of students and that the conservation message will get tiresome.
  - (Nicole) Since students are not cooking they will collectively be using less water
  - (Gina) We need a communication plan with customers, including those who do not have email
  - (Jamie) Suggestion on how to communicate with community members, especially students and those who access only via wifi-group text. CFD2 does not have cell phone numbers at this time.

## Update on Alternate Primary/Back-up Well (WL-06)

[Item omitted from discussion]

- [Not Discussed at Meeting] On July 14th members of the Board and D&K met with Sterling College representatives – Lori Collins-Hall and Kelly – to walk the area where WL-06 would potentially go. D&K reviewed restrictions on land use in the isolation zone.
  - D&K to order a survey to flag property lines

## Generator Project (Jon)

The project is largely constructed.

- The variable frequency drives that will run the pumps are not in yet, but they are supposed to come in this month
- It's possible to do a start-up as-is and they did a test on July 26th, but they couldn't transfer power "due to an incorrect amount of shielded cables and conductors being run to the generator for the controls"
- The new date for the generator to be test started is August 3rd
- Basically ready to turn over and be a standby power system but we are waiting for the frequency drives
- Then the project will be complete less any punch list items

- Q (Ian): What effect do the variable frequency drives have on generator performance? Are they necessary for power transfer? Jon couldn't remember if they are necessary or if the power transfer can happen manually. He will get back to the Board re what the operating condition will be until the variable frequency drives are installed.

## PFAS Site Investigation (Gina)

On July 13th, CFD2 and Sterling College both received a notice from DEC that it has received a final work plan/cost estimate from their consultant, Waite-Heindel Environmental Management (WHEM), for work to investigate the source and degree and extent of contamination identified in the Craftsbury Fire District drinking water well. The letter asked for consent to access property.

- CFD2 signed and submitted the consent to access form.
- This consent form prompted Gina to inquire whether there is an easement for the land on which Well-01 sits. She checked with the Town Clerk and the landowner, but no records have turned up to date. Likely that the state will need to get consent directly from the landowner.
- Discussion about possibility of a 99-year lease. If there is one, there are no known records of it. The well was drilled in 1958.
- Lori Collins-Hall reported that she/Sterling College did not sign the consent to access form because they needed more property protection and indemnification so that will likely delay the investigation start date [which was tentatively mid-August]. Sterling is working on the document, which will reiterate that they don't think it's their septic and the reasons for that as well as requiring three days notice and a change in the work plan so that the well is tested first. Sterling lawyers will have the revised access form ready in a week or two.
- Gina added that her understanding is that the investigation will be quite thorough and they will seek community engagement and explore all theories; the contractor will be working closely with CFD2 and Sterling College
- Discussion about who is liable if the cause was a prior owner. Will there be a historical investigation? Jon shared that from his experience, the consulting firm will use all available means including aerial images, USGS topographical maps, Sanborn Fire Insurance Maps, etc. to identify the magnitude and extent of contamination

- Discussion around most common causes: floor wax going down drain into septic system; ski wax; firefighting foam for testing or training

## Bottled Water Check-in

- Pick-up at the Craftsbury Church temporarily moved to Sterling College's cafeteria to make room for community events at the church. **Pick-up will resume at the church on Wednesday, August 17.**
- The Board will continue to monitor bottled water consumption and adjust delivery frequency if warranted.

## Financial and Business Report

Paula shared the regular operating budget and expected PFAS-remediation expenditures

- Paula inquired about the status of the revised New Source Well loan (RF3-419) paperwork. Jon said we have emails that the loan amounts were approved but they haven't been officially updated in the state's system
- Discussion about how reimbursement eligibility is contingent on the percent billed to date. Jon suggested a call with the loan official when she is back from vacation.
- Paula reported paying and submitting a reimbursement request for a portion of the back-up generator project
- Paula reported submitting all receipts related to bulk hauling for reimbursement from our DEC grant and started to submit all the bottled water receipts
- Q re whether the interest on the loans is a reimbursable expense
- Paula noted that in the 2022 operating budget, the cost for propane was not budgeted for (~\$1400)
- Getting the meters repaired or replaced as needed is a high priority, but has taken a back seat due to all the urgent issues related to PFAS remediation
- Paula reported that there are ~\$5000 in outstanding dues from customers, including at least one customer who has not made any payments this calendar year.



- 
- Discussion about having to revert to the Ordinance for procedures to collect outstanding dues. Finance committee will meet soon to discuss.
  - Paula asked about the accounts payable email at Sterling College. Lori Collins-Hall offered to look into the matter.

## Next Meeting Date

- First Monday in September falls on a holiday. So the next Regular Meeting will be on Monday, August 29th at 5:30 via Zoom.

## Actions Items

- Jon Ashley / D&K will inform property owners of exact drilling start date
- Jon will work with Manosh to get a firm pump install date
- Jon will share list of nearby well-owners with CFD2 Board
- Steve and Norm will reach out to Vermont Rural Water Association for assistance with leak detection
- Steve will reach out to appropriate channels to access Craftsbury Academy
- Paula will inquire with DEC/loan officials to confirm whether interest charges on the line of credit will be a reimbursable expense
- Jon and Paula to check in on status of the revised loan and reimbursement schedule
- Finance committee to meet to discuss outstanding customer invoices
- George will hand-deliver these minutes and any announcements to customers without email

## Next Meeting

The next Regular Meeting will be on **Monday, August 29 at 5:30pm**. A meeting in July may be scheduled if there are projects or other issues that merit full Board deliberations.

A reminder announcement with the Zoom link (<https://us02web.zoom.us/j/87324152544>) will be posted on Front Porch Forum.

---

NOTE: The Zoom link (<https://us02web.zoom.us/j/87324152544>) and call-in details are the same for all remaining 2022 meetings.

Call in Details:

Meeting ID: 873 2415 2544

Dial by your location

- +1 301 715 8592 US (Washington DC)
- +1 312 626 6799 US (Chicago)
- +1 646 876 9923 US (New York)
- +1 253 215 8782 US (Tacoma)
- +1 346 248 7799 US (Houston)
- +1 408 638 0968 US (San Jose)
- +1 669 900 6833 US (San Jose)