
CFD2 | Regular Meeting

02.05.2024 via Zoom 5:30-7:00pm

Attendees

Gina Campoli (President)

Nicole Civita (Board Member)

Christina Finkelstein (Secretary)

Jamie Milholland (Board Member)

Kestrel Owens (Board Member)

Renee Rossi (Board Member)

Steve Smith (Systems Operator)

Jake Tracy (D&K)

ABSENT:

Ian Baldwin (Board Member)

Paula Davidson (Treasurer)

Acronym Guide

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| DEC | Department of Environmental Conservation |
| D&K | Dubois & King, consultant engineers for CFD2 |
| RCAP | The Rural Community Assistance Partnership |
| WL-01 | Well polluted with PFAS |
| WL-04 | Well with no detectable levels of PFAS |
| WL-05 | Reference to potential primary source well or its location |
| WL-06 | Reference to potential primary source well or its location |
| WL-07 | Reference to potential primary source well or its location |

Agenda

1. Additions/changes to Agenda
2. Approve minutes from last meeting
3. Status of WL-06 and WL-07
 - a. Permitting
 - b. Easements

1. Changes/Additions to agenda

- a. Record keeping (Gina)
- b. Water testing notification (Christina)
- c. Membership (Nicole)

2. Approve Minutes

MOTION: Gina made a motion to approve the minutes from January 8, 2024. Christina seconded. The motion passed unanimously.

3. Well-06 and -07 Permitting Progress Update (Jake Tracy)

- D&K is continuing to respond to requests for edits from the state. They just submitted another revision, which they hope will be the final draft.
- Jake reminded the Board that the state will not issue a permit without the easements in place.
- D&K will submit the construction documents for review.

Discussion

- Extensive discussion about the review time and process. Members expressed a great deal of concern that the current delays will affect CFD2's ability to get the construction loan and construction permit finalized in a timely manner. Gina will reach out to the state to inquire if there is anything the Board can do to expedite.

4. Status of Easement Agreements

WL-06

- Nicole reported that she spoke with Alfond's attorneys and the document is awaiting signature from the property owner (Alfond).
- Sterling College will set up a meeting with Gina to execute the easement.

WL-07

- A draft easement is in review by Sterling College's lawyers and is expected to be ready for execution shortly. Nicole will reach out to the the legal team again to inquire about the status and any potential blocks.

Discussion

- Christina asked about the status of the WL-07 appraisal. Gina said the appraised value of the easement area around WL-07 is \$103,000, which the state will include in its loan, along with the many other bills (legal, appraisal, archaeological, wetland). Christina expressed concern that the appraised amount may exceed the allowed amount under administrative costs and may require additional approvals. Gina and Nicole recall an email exchange that confirms the purchase price is a covered expense provided there is an appraisal on record that supports the cost. Christina will reach out to the state for confirmation before the easement is executed.
- Jake shared that Jon Ashely believes a new bond vote will be needed. Gina was surprised to learn this and asked that Jon follow up with her. She noted that a bond vote will take considerable time and planning.
- Extended discussion about the timeline and whether we are still on track to start construction after Sterling College's graduation in mid-May. Jake noted that D&K can't secure a contractor until the construction permit is issued.

5. Additions to Agenda

Record keeping

- Gina emphasized the importance of copying the CFD2 gmail address on all relevant communication from board members' personal emails. Gina asked how the files are managed and which Google folders have been shared with Board members. Christina reported that due to the volume of emails and draft documents, it is more efficient to conduct keyword searches in the gmail archive to locate relevant files and correspondence. While some files are saved on Google Drive, inconsistent document naming (from various senders) makes it preferable to keep files attached to emails for easier searchability. The email password was shared with all board members for timely access to search for emails or documents.
- Gina will scan any final easements and land records for the Google Drive, and will store the final paper copies at Town Hall.

Water testing

- Christina raised that the state has been notifying CFD2 of its requirement to notify customers of the Do Not Drink Order each quarter. Discussion over whether notification is required every 90 days or once per quarter. Steve raised that testing results are not always available before the end of the quarter.
- Steve will try to get PFAS testing done soon and will share results. Christina will notify customers.

Membership

- Nicole reported that Sterling College's leadership will provide a new representative for the CFD2 Board and that she will be transitioning off. Nicole expects this person, who will reside in Craftsbury, to be named before the next monthly meeting.

Actions Items

- Jon will reach out to Gina to discuss potential need for a new bond vote.
- Gina will share with the state the Board's concern about the review timeline.

- Christina will reach out to Amy Galford to get confirmation that the purchase price of the easement area for WL-07 will be covered under the loan.
- (from 1/8) D&K to submit state wetlands permit
- (from 1/8) D&K to amend existing Act 250 permit
- (from 1/8) D&K to gather information for federal NEPA environmental review
- (from 1/8) D&K to confirm whether a state Stormwater Construction permit is required
- (from 1/8) D&K to provide proposed pump house plan (for circulation to customers)
- (from 1/8) Gina will reach out to former Board members for assistance with monthly water checks
- (from 12/4) Gina will follow up with Eli about withdrawing from the class action lawsuit.
- (ongoing) Committee members will continue to reach out to neighbors and customers about the importance of joining the Board.
- (from 11/6) Steve will ask Jon Ashley at the pump house next week about potential causes for the discrepancy between master water meter and total billed usage. If needed, Steve will reach out to the Vermont Rural Water Association.
- (from 10/2) Jon will inquire about the cost of the cation exchange system.
- (from 8/7) Christina will share a summary of the by-law and ordinance review.
- (from 7/10) Jon will send the Board a completed draft of the Asset Management Plan

Upcoming Meetings

The Annual Meeting will be on **Monday, March 4th at 5:30pm**. A special meeting will be called if there are developments 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 2023 meetings.

Call in Details:

Meeting ID: 873 2415 2544

One tap mobile

+13092053325,,87324152544# US

+13126266799,,87324152544# US (Chicago)

Dial by your location

+1 309 205 3325 US

+1 312 626 6799 US (Chicago)

+1 646 876 9923 US (New York)

+1 646 931 3860 US

+1 301 715 8592 US (Washington DC)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 386 347 5053 US

+1 408 638 0968 US (San Jose)

+1 564 217 2000 US

+1 669 444 9171 US

+1 669 900 6833 US (San Jose)

+1 719 359 4580 US

Meeting ID: 873 2415 2544

Find your local number: <https://us02web.zoom.us/j/87324152544>

Addendum

Email from Nicole to Board on February 8 and approved on March 4th.

"I noticed that we do not have reflected in the minutes Gina's update re: the status of the DEC investigation, namely that she was in contact with Richard Speise and learned that DEC is nearing the completion of its investigation and planning to host a public meeting in Craftsbury in or around the end of March. That seems important to include and would suggest an amendment to that effect."