

Craftsbury FD#2

May 1, 2023 Meeting Summary

Commissioners Present:

Nicole Civita, Norm Hanson, Ian Baldwin, Paula Davidson, Renee Rossi, Gina Campoli
Guests: Steve Smith, System Operator Jonathan Ashley, DuBois and King, Jake Tracy DuBois and King, Polly Allen, member of the public

The meeting was called to order at 5:45 PM

1. **The April meeting minutes** were approved - moved by Nicole and seconded by Ian.
2. **Well 7 Update:** Jan Ashley reported that GW Tatro had agreed to do the road work. Chevalier will provide drilling services. Both companies have agreed to Sterling's insurance requirements. Tatro had time this week to begin work, but this conflicts with the Sterling graduation. Their next available time slot is June 19, although Jon emphasized that there's a chance they could fit it in sooner. Chevalier is available to drill immediately after Tatro's work is complete either the 26th or sooner if a window opens up with Tatro. The state required pump test and sampling would occur the week of July 5th. See attached written schedule provided by Jon to the Infrastructure Committee prior to the meeting.

Nicole indicated that she is updating the draft access agreements for the two firms per conversations she had with D&K last week. Once graduation is over Sterling has a lot more flexibility and will only need a 48 hour advance warning assuming all the paperwork is in place. Certificates of Insurance will be needed. Jake later said that he has Tatro's and will get Chevalier's tomorrow and forward to Nicole. Nicole also said that a description of the work to be performed with locations illustrated on a site plan are also needed. Both Nicole and Jon/Jake agreed that they need to get the access agreements finalized as soon as possible to avoid any last minute scrambles.

Nicole placed the following in the meeting "chat" re. info required for Sterling to grant access permission- *4. Permission for Access Improvements: CFD2, D&K, Chevalier, and Tatro shall coordinate with Sterling about any improvements to the property necessary to carry out the Work, (e.g., modifications in or around the New Source Development Area for a drill rig and related heavy equipment to access the potential Well 007 site, including but not limited to road construction and reinforcement and replacement of the bridge over a nearby ephemeral stream). Specifically, CFD2 shall obtain written permission from Sterling before clearing land, spreading fill material, or constructing alternate structures for ingress and egress to the drilling site. Electronic mail is sufficient for this written permission.*

Gina emphasized the need for D&K to keep the Infrastructure Committee updated on any unexpected delays.

3. **Financial Report and Discussion:** Paula noted that given the new new source timeline the Fire District should request that the state grant to cover bottled water be extended into the summer and the dollar amount increased. She will reach out to Dana Nagy at DEC with an estimate of the additional costs and copy Gina

Paula asked Jon for the information that is required by DEC in order for state reimbursements for the asset management plan work. Jon said he will tend to this in the next couple of weeks. He has experience working recently on another town's plan.

Paula will also reach out to DEC re. how to put in for Steve's time last year working on the new source project.

Paula reported that one customer account is significantly past due. The 3rd and 4th quarters of last year and all of this year thus far have not been paid. Paula will send a letter to the customer indicating the amount due and Water District's 18% per annum late fee policy.

The Board agreed that meters will be placed in the five remaining buildings. Steve will prepare a list and costs and present the information to the Finance Committee for their approval. The Board also noted that the state required Do Not Drink notices will have to be circulated to customers in the coming months. Christina is expected to be taking care of this.

4. **Other Business:** Steve described what he believes is the cause of last week's chlorine spike. He temporarily has a fix but a faulty check valve in Well 4 is most likely the culprit and must be addressed long term (The chance that it's Well 1 is unlikely given the new pump that was installed there last summer.) Manosh or some other company will need to pull the pipe, examine the line and replace the valve. Steve and the Board discussed that if well 7 proves as viable as expected then might that make well 4 and thus any repairs to it unnecessary? the conclusion was that the cost would probably not be too great. Steve will assemble basic cost information and if it's \$5000 or less he should seek the approval of the Infrastructure Committee .

The meeting concluded at around 7:00 PM Nicole moved to end the meeting and Gina seconded the motion.

Amendment to the Meeting Summary:

Well 7 Schedule to to Date provided by Jon Ashley, D&K

March 1 - Begin scheduling with Tatro and Chevalier.

March 13 - Site visit with Tatro, Chevalier, and Sterling College.

March 27 - Chevalier indicates problems with obtaining additional insurance.

April 3 - Discussed reducing insurance requirements for Chevalier but keeping for same Tatro at FD meeting.

April 26 - Tatro receives additional insurance. Indicates site visit April 28, schedule work for May 2 through May 5.

April 28 - Sterling indicates that the work is planned during commencement activities and does not work.

June 19 - Estimated new start date based on Tatro's schedule (indicated 6 weeks out). Subject to change, hopefully sooner.

June 26 - Chevalier estimated start date following completion of road/bridge improvements. Prepared to start following road improvements if those occur sooner.

July 5 - Estimated start date for pumping test and sampling. Will follow completion of drilling if sooner.