

JOHNSON VILLAGE TRUSTEE BOARD MEETING MINUTES  
JOHNSON MUNICIPAL BUILDING  
WEDNESDAY, OCTOBER 19, 2016

**Present:**

Trustees: Gordon Smith, Walter Pomroy, Scott Meyer, David Goddette, Bob Sweetser

Others: Meredith Birkett (Manager), Rosemary Audibert (Clerk), Troy Dolan, Tom Elwood, Ellis O'Hear, Rick Aupperlee, Diane Geoffrey-Porter, Dick Goff, Arjay West

**Note: All votes taken are unanimous unless otherwise noted.**

**1. Call to Order**

Gordy called the meeting to order at 6:01.

**2. Changes, Additions to Proposed Agenda**

Walter asked to add a discussion of the Cattelona-Jewett camp on the reservoir property. Gordy asked to add a possible item for Ellis O'Hear to discuss water leaking into the filter building on French Hill, if Ellis comes in. He asked if we sold that building. Walter said we leased the land to Ellis's group for a dollar a year. They tore down our building and put up a new building. We still own the land. He is concerned about making sure when the lease is renewed that they provide proof of insurance.

Meredith asked for the board's thoughts about whether the discussion of on-call procedures and pay should be in executive session. To her, it seems okay for it to be in open session. The board agreed.

**3. Review and Approve Minutes from September 12, 2016**

**Bob moved to approve the minutes of September 12, 2016, Scott seconded, and the motion was passed.**

**4. Treasurer's Report & Review and Approve Bills and Warrants**

Rosemary discussed a delinquent account Susan is concerned about. **Walter moved to place a water and sewer lien on William Jennison's property on 93 Riverview Drive, Scott seconded and the motion was passed.**

Rosemary showed the board a list of delinquent electric payments to write off for 2016. She thinks the amount to write off is lower than usual. These have been sent to a collection agency. **Walter moved to authorize Rosemary to write off the schedule of past due electric accounts in the amount of \$3310.06, Bob seconded and the motion was passed.**

Rosemary said delinquent village taxes are at 2.64%, which is a little better than the past couple of years. The town has authorized her to send them to the attorney for collection. The board agreed Rosemary should send delinquent village taxes at the same time.

The board reviewed the budget status report. (*David arrived at 6:14. Ellis arrived at 6:16.*) Walter said the wastewater department will be over budget for current year capital expenses. Rosemary said she will take money out of the capital equipment fund and put it in as revenue. Meredith said she hasn't gotten a response yet from the college about the fire department payment. We need to do some true-up on the Pearl Street project. Meredith said that should be ready for the November meeting. Rosemary said she believes the town has paid too much. Gordy asked if the selectboard

gets billed for some of the generator maintenance. Rosemary said the fire department pays half and the town and village split the other half.

**5. WWTF Chief Operator Report and Action Items**

Tom said it was a busy month at the wastewater plant. There was a small electrical fire. He put an insurance claim in and it looks like they are going to pay it. He is waiting for invoices from the electrician and Pioneer Motors. The piece of equipment damaged in the fire was one of the sludge pump VFD's we replaced as part of the power upgrade. It plays an integral role in phosphorus reduction, so after the fire phosphorus levels went up a little, but we were not in violation. He replaced the VFD right away.

The second new sewer pump was installed and it is working well. He went a little over budget (about \$1200) by adding a coupling to reduce vibration.

Walter said it seems we should have electrical savings because the new pumps are only operating 2 ½ hours a day. Tom said not necessarily because the older ones were running longer but at a lower rate, so probably the new ones will use approximately the same amount of power. Walter said he was wondering if we could get some money from Efficiency Vermont for the pump replacement. Tom said he hopes to. He is going to keep track of power usage and see if there are energy savings.

Tom said he had a new battery installed in the CPU for the PLC. It appears that the CPU card is faulty and should be replaced. Tom got an estimate of \$30K for a hardware upgrade to the PLC. He hopes to be able to reduce the cost to about \$20K. He suggests that we replace the CPU now. That will last us a few years. Then we can capitalize for a new system. We haven't completely cured the situation with the PLC, though it is not losing memory anymore. Changing the battery didn't seem to help. David asked if the system has to be replaced immediately or if it could be done next year. Tom said he thinks we can budget for it. In this year's budget, he would like to budget for a CPU card, then we can capitalize for replacement of the whole unit.

Walter asked what our out of pocket cost for the fire will be after insurance payments. Tom said he thinks it will be less than \$500 but we have a \$1000 deductible. It cost \$400 for a technician to come out and work on the CPU. Walter asked, so for now we are really not spending a lot but we will have a \$20-30K bill in the future? Tom said yes. It will cost about \$3K to get a replacement CPU installed.

The water and light department helped Tom change the air filters on the blowers using the bucket truck.

Tom attended the last 2 sessions of the management course he was taking and graduated.

There had been no backups in the collection system last month when Tom prepared his written report, but then there was a back up at the United Church. The problem was on their end.

Many sewers were cleaned last month. There is still about \$5K left in the budget for sewer cleaning. Walter asked if we are using the Vactor. Tom said no, we used Hartigan. We had decided not to use the Vactor for sewer cleaning. Walter suggested we might want to talk to the other towns that own the Vactor about selling it. Troy said he would like to find another place to have it stored.

It is in the way when we want to get to our transformers. He wants to use it soon to clean catch basins.

Tom said we have been getting some syringes on the bar screens and wet wells. Scott asked if we have a blood borne pathogens policy. Tom said the syringes are mechanically removed and they go into the sludge dumpster. There is no box for them. Scott said he thinks we might want to look into it. Tom said we have gotten syringes in the past. He attributed them to diabetics, but nowadays diabetics don't use syringes. Lately we have gotten a little more than usual. Scott said he thinks VLCT could help us develop a policy. A sharps container would be helpful.

Tom said the building where Bustin' Belly is located used to be a service station with drive-in pits. The owner wanted to relocate their water meter down in one of those pits. We agreed as long as they filled the pit with stone, but then they didn't want to fill it with stone. Because it was not filled with stone, it meets the definition of a confined space. Tom said he informed the owner there would be extra billing if we had to service the building and they agreed to it because they didn't want to fill it with stone. We don't have an ordinance that says people can't put meters in confined spaces. Can we adjust the ordinance so we will no longer accept that? It would be best to get away from having meters in confined spaces.

Scott said work in a permit-required confined space requires that you have a rescue team with you. The owner should have to provide the team. Walter said the owner will choose not to fill in the confined space because they will be willing to run the risk that no one will ever have to go in there. (*Rick Aupperlee arrived at 6:43.*) Scott said sand slurry might be easier and cheaper than stone to fill in the pit. David said the owner needs to realize that he will have to deal with it if it is a confined space issue and it will be expensive. Meredith said she just got the state permit for the deli. She needs to write an approval letter and she was going to include in it that they will be responsible for any additional cost due to work in a confined space.

Walter asked if Tom thinks we should change our ordinance. Tom said this is the first time he has seen a customer putting a meter in a confined space. He doesn't see others doing it but there is nothing to stop them. Scott said he thinks it might be time to change the ordinance.

Tom said he needs to contact the fire department about providing a rescue team. David and Gordy said the firefighters are not trained in confined space entry. Tom said he and Steve Edgerley have training on confined spaces. But that is not enough people. It ends up being an issue. Scott said even if the fire department had training, in order for them to provide a rescue team the team would have to be ready to respond and not on call. Tom said the utility he used to work at had a trailer set up for a rescue team. It could be shared between all communities in the area and whoever was going to do confined space work would come get the trailer and ask if people from another community were available for their confined space. Walter said he thinks we ought to add a restriction on using confined spaces to our ordinance.

Tom said there is a fire hydrant with leaking nozzles. It was hit by a falling tree a few years ago. It was repaired but now the nozzles are leaking. Tom notified Arjay and the hydrant is bagged. It is still usable but it leaks badly.

Yearly maintenance was done on all the generators. Batteries will be replaced at the water plant. Jeff got his drinking water license.

Scott asked if the water supply in our wells is good. Tom said we have no ability to do a draw down to check. There is no easy way he can get access to the wellhead. But we should be in no way low on water. Walter asked if Tom has checked the Nadeau well. Tom said no one else is drawing off that aquifer so it should be fine. It is springs that are running dry, not wells. (*Diane Geoffrey Porter and Dick Goff arrived at 6:51.*)

**6. Diane Geoffroy-Porter Sewer Line Issue**

Diane Geoffroy-Porter's brother-in-law, Dick Goff, said Diane had asked him to speak on her behalf. He said Diane was connected to the village system in about 1983. It seemed to work well for about 30 years. Periodically the village provided support when there were problems. About 2010 the house next door was upgraded. The line has frozen in several years since then, causing backup into Diane's basement. In 2014 the line was frozen for about 3 months. In 2015 Diane hired a civil engineer to come up with a proposed solution. He proposed putting in a 4-inch insulated pipe beside the pavement. Last November Diane got word that that approach had been accepted. Later she got word that the village proposed a 2-inch pipe with heat tape. Where did the idea of using heat tape come from? Was it from a civil engineer? Is that a normal practice? Are other village houses protected like this? If it failed, how would you know? It seems that there would be ongoing operation and maintenance expenses. It could present health hazards. It is not clear that this is a viable long term solution. Did it come from a licensed engineer that would support it as a long-term proposal?

Walter said the key point is that this line is the responsibility of the homeowner. It is a lateral line and considered the homeowner's responsibility. The heat tape idea was the village offering a low-cost solution to help the homeowner solve the problem. That line is not ours and it is not our responsibility.

Dick said his question is where the idea comes from. Is this a real, viable solution? He and Diane don't feel it is a long-term viable solution. Walter said they are free to do as they please, but it is their responsibility. Diane said the line is in the right of way. She never had an issue until the new larger neighboring building was put in and work was done on the road. Walter said the issue is with the neighbors then. Just because the line is in the right of way doesn't make it ours.

Bob said he doesn't feel it is the neighbor's problem. He doesn't feel they damaged the line. Bob said the 2-inch line was his suggestion and the engineer said it wouldn't work. Bob's opinion is that the heat tape is not needed. If a 2-inch line is put inside the 4-inch line there would be air space around it and it would be protected from frost.

Diane said Hartigan said there is a dip in the pipe. Bob said that could be. He doesn't see how the neighbors' construction could have done anything but help keep the frost out of the line. He believes a 2-inch pipe inside the 4-inch pipe will work. He thinks the 4-inch pipe is big enough that water is puddling inside it. He is just a layperson, not an engineer, but he has worked with a lot of water and sewer pipes. He feels it would work but that is not a guarantee.

Gordy said he feels the pipe is the homeowner's responsibility. The board wanted to try to work with Diane without setting a precedent. That is what our attorney advised. Walter said the board

was trying to give the homeowners a hand with a low cost solution but they rejected our offer. He is okay with continuing to offer it.

Dick said Bob's suggestion eliminates the heat tape. Bob said the engineer said the 2-inch line wouldn't work and then changed his mind and said with the heat tape it would.

Dick said he thinks Bob's idea is worth considering. Diane agreed to consider it. Gordy said if they want to use this solution, the work needs to happen soon. *(Dick and Diane left.)*

**7. Rick Aupperlee Water Issue**

Rick Aupperlee said he had a problem with his furnace and found that there was build-up inside it. Tom told him it was manganese build-up. How many parts per million of manganese are in village water? Tom said he can show evidence that it is less than .02.

Rick said he did all the work himself to replace his furnace. But he got an estimate from local contractor Richard Whittemore who said the cost would have been about \$200 for labor and \$250 for parts. He is not sure the manganese in the water is healthy. This is what is coming directly from the water main.

Tom said he doesn't know where the manganese is coming from. He tests daily for manganese and has it tested by a private lab once a year and it is below .02. His guess is that it has built up over a large amount of time.

Rick said he put the furnace in after the 1995 flood. It has been serviced every year. No one has told him to check the fill valve for manganese. The information about the water put out by the village doesn't mention manganese.

David asked if he had the buildup tested. How does he know it's manganese? Rick said Tom told him it probably was. Richard Whittemore told him that when a line is opened up and put back together silt gets in. He never used to have problems with sediment but since we have gone to the Osgood well he has had to change shower heads regularly and has had some plumbing-related problem every year.

Scott said when all the village water lines were redone Woody's found that his toilet and washing machine were full of silt from the water supply. That was verified and the village paid for repair and replacement. Is Railroad St. also impacted from that kind of work? Tom asked if it was silt or calcium. Scott said silt. Walter said that happened at the same time as construction so it was easy to correlate.

Scott asked how the buildup Rick found could happen. Tom said it could happen over a long period of time. He said the water we get from our well is extremely hard. It has calcium in it that looks like silt, almost like sand. Everyone's on-demand water heaters are plugging up with it because of the extremely hard water. The manganese may not have come from this well. He is not even sure it is manganese. Black buildup usually is, but he is not a chemist. He doesn't know where it came from. The lines should be clean. Were they cleaned ten years ago? He doesn't know as he wasn't here. The water quality issue Rick is having is past the meter. Anywhere water is heated on demand over 160 degrees there is a similar problem. That is why we priced out an industrial softener.

Rick said all the plumbing was replaced when his furnace was replaced in 1995. Tom said he is baffled about where the manganese is coming from. He extensively tests the water. We have iron-manganese filters that are supposed to take it out. Gordy asked if there is somewhere Tom can take a sample of the buildup to verify what it is. Tom said yes. Gordy said we decided as a board that we have to guarantee the volume and purity of our water but not the quality as long as it meets state standards. Walter said a lot of people didn't want to add things to the water. Tom said now all we add is chlorine.

David asked what Rick is asking for. Rick said he is concerned about water quality first and foremost. He would like to know the water is safe. A level of .02 seems insignificant. That is considerably below the federal standard.

Tom said he still wants to narrow down where this is coming from. He can do some additional testing. Gordy asked if this gives Rick an answer for tonight. Rick said yes.

Tom said Scott had mentioned that the previous administration paid for his repairs. Scott said the village paid for Woody's time. Walter and Scott pointed out that that was construction related. *(Rick left at 7:26.)*

**8. Ellis O'Hear Issues**

Ellis said there have been issues in winter with water getting into his snowmobile club's groomer shack if it rains. He doesn't think it's a valve leaking. It seeps in through the foundation. He talked with Matt Rooney about digging around the whole building and putting in footing drains. Tom said he thinks he can locate the lines around the building for him.

Ellis said his group is leasing from the village. Is it all right for them to dig and put in drains? They probably won't do it this year. His group would do all the work with no charge to the village. Maybe in the future they would like to purchase the land. Walter said he feels they provide a great service to the community so if this is what they need to do they should be able to do it.

Tom asked, what if one of those old lines from the old impoundment leaks? Is that going to be an issue for us? It will be difficult to repair. That is the problem with not taking old infrastructure out of the ground. It is something to think about. Bob asked, what about capping it up at the reservoir? Tom said he thinks that wasn't done because people were thinking about micro hydro. Bob asked if the collection reservoir is still full. Tom said he isn't sure. He has never been up there.

Scott asked, if someone gets hurt doing work on our property, how does that work with our insurance? Ellis said Matt Rooney would probably do the work through his business and he has liability coverage.

Board members agreed that the work Ellis proposes is a good idea and his group can proceed with it. Tom will help them find the lines.

Ellis said the pump station by his house is ancient. The village was supposed to replace it 10 years ago. Walter said no, we were going to replace it when the bond is paid off. Ellis said it is old and needs to be replaced. Meredith said we have talked about the need to replace it. Walter said our bond will be paid off in 2017. *(Arjay arrived at 7:35.)*

Ellis said when the village rip rapped it changed the river so it is eating people's land. Tom said he thinks the state's position now is that they want to let the river go where it wants to go because any channelization we do causes problems downstream. He thinks they rip rapped because of the sewer plant. He doesn't think they would do it again. Trying to get a permit to do that would be difficult. Walter said it would be impossible. *(Tom left at 7:28.)*

**9. Fire Department Drug and Alcohol Policy**

Meredith said based on the discussion at the last meeting she updated the fire department drug and alcohol policy to reference the DOT standard and the federal controlled substances act. Our attorney was fine with that. He suggested we might want to change "guideline" to policy but either way it is equally enforceable. She sent it to PACIF. They strongly recommend a zero tolerance policy. She thinks what they have an issue with is the guideline talking about blood alcohol levels and indicating a certain amount would be acceptable. Her suggestion would be to leave that out. Her sense is that that would be more acceptable to them.

Arjay said the policy as originally presented tried to provide some guidance so someone had a way of measuring expectations. He would be in agreement with Meredith's suggestion. That would probably put more burden on him or a ranking officer because there would be no guideline to question an employee's impairment based on a time period. Walter said there is what is written and what is discussed. Officers can tell firefighters how they will interpret and enforce the policy without it being in writing. They can talk about the DOT guidelines and inform and instruct staff without writing it down. Arjay said, so he could still present firefighters with what he feels would be acceptable behavior in terms of consumption and time. Walter said yes, and he can tell them those are the guidelines but if he feels a firefighter is impaired he can ask them to leave the line. Arjay said he would be all right with Meredith's suggestion, understanding that there would be some presentation of guidelines. He wants a way to be as consistent as possible. David said he agrees with Meredith's suggestion.

Meredith said there is reasonable suspicion training that might be helpful in letting people know what to look for. She will amend the policy as discussed and send it back to PACIF and see if they feel better about it.

**10. Foreman Report and Action Items**

Troy said the electric department crew worked during the past month to replace the oil containment filters at the substation. They installed a new 200 amp service at 197 Prospect Rock Rd. The radios were installed in the new trucks. All vehicles and equipment have been updated with the new logos. David mentioned that Sue Lovering had said in the paper that he designed the new logo but actually Great Big Graphics designed it.

The crew has continued right of way cutting on 100C and near Union Bank. The backup generators for the village buildings have all undergone annual service and testing.

The village crew worked with the Tree Board to plant two new trees near Merchants Bank and Fisher Auto Parts. They finished stockpiling winter sand and have been servicing equipment for the upcoming season. Railroad Street catch basins need to be cleaned. Troy plans to do that in the next couple of weeks. Gordy asked if there is an inventory of all storm drains. Troy said not that he knows of. Gordy suggested that could be a good thing to work on in the winter if the crew has nothing else to do. Meredith suggested maybe LCPC could help.

Troy said he will be looking for part-time help for winter.

Troy asked when the picnic tables should be removed from the Village Green. Walter suggested early November.

Troy said the village garage was visited by VLCT for an annual inspection. No issues or potential violations were found.

Troy's crew and Meredith attended the Vermont Safety Summit last month. All utilities in the state send people. There is training for management and field workers. Everyone seemed to get something positive from it. Gordy said he thinks in the past employees did not go. He thinks taking them is a good practice.

Troy said Irby Tool is going to have a mobile testing trailer working in our area. They will be able to test our rubber goods, grounds, sticks, and mechanical jumpers on site. This will be a good service for us because we currently don't have a good method of testing all those items. We are a member of MEAV and Irby agreed that MEAV members would be eligible for discounted pricing if utilities could coordinate their testing.

Troy met with Larry Wheeler of VTrans to discuss the twin bridges line relocation. VTrans is willing to pay to install underground infrastructure for the project and if we can get an easement from the property owner within 4 months of project completion they will pay to bring the lines back overhead after the project is done. Troy is agreeable to these terms. There will be a contract. He will get estimates from contractors to do the work.

Troy has made arrangements to have the tree on Pearl Street removed during the week of October 23. The village's portion will be \$2400. The Studio Center will pay \$800 to have the remaining stump removed.

Scott asked if the wood has a place to be used. Troy said it could be used as firewood. Scott suggesting donating it to a program that provides wood for heating. Troy said the cement in the center and the large size of the tree will make the wood difficult to handle. There is a person who takes any wood the village can't handle to use in an outside furnace.

Troy contacted Sensus Metering Systems to start the process of upgrading the telemetrics from 2g to 4g at the substation. He spoke with a contractor who will be working with them to make the upgrade. He suggested only replacing the units that are on automatic switches, not the ones that are on mechanical switches. That will lead to savings for us.

Meredith reviewed what has happened with trying to get Pike to pay for damages done during paving. She initially sent an invoice to the town and they asked her to send it to Pike, which she did. Pike said they credited the town for damage done to village infrastructure. Brian Story wrote a letter stating that the credit the town received had nothing to do with damage to village infrastructure. Meredith sent that letter to Pike and they said it was not true. They claim part of what they credited to the town had to do with damage to village infrastructure. She is looking for guidance. Pike has acknowledged they did the damage. They say they credited the town \$2700 and

part of that was for work not done and part for the damage. The town has an invoice that doesn't reference village infrastructure. Pike said there was a verbal agreement with the town about the credit.

Walter asked if the invoice to the town is clear about what the credit is for. Meredith said she would print it out for the board to look at. Bob said he thinks someone should make Pike address the village and keep the town out of it. Troy said when Brian Krause found out the village was sending a bill he said the town would take care of the bill, but something changed.

The board reviewed the invoice. Walter recommended sending a letter to Pike stating that the comments on the invoice do not reflect payment for the village's bill and that if Pike made any agreement with the town the town did not have authority to act on the village's behalf. We should tell them that they still owe us \$1700 and if they made an agreement with the town they can send us \$1700 and then get it back from the town. The board agreed that is what should be done.

#### ***11. Village Manager Report and Action Items***

LCPC's Brownfields Committee approved our application for an Area Wide Plan for the Railroad Street corridor, with a maximum funding level of \$60K (no match required.) LCPC staff drafted an RFP for a consultant for the plan, which Meredith reviewed and edited. LCPC wants us to assist with defining the boundaries of the plan and deciding on the composition of the steering committee that will oversee the project.

Meredith recommends that the southern boundary be the 25 acres of open undeveloped land at the talc mill site and the northern boundary be the intersection of Railroad Street and Main Street, including the corner properties. The board agreed to that.

She recommends that the steering committee include herself, a town representative, a village trustee, and a Johnson Works representative. The selectboard chose Kyle Nuse to be the town representative, if the trustees want a town representative. Walter suggested David be a representative.

Scott said he thinks the wording on the RFP is misleading because a true Brownfield site is a site with known contamination and the project will not only be looking at sites with known contamination. He thinks for the public we need a clear explanation of what a Brownfield site is.

Gordy asked, if we find contamination on private property, who pays to clean it up? Scott said it depends on what kind of contamination it is. Board members commented that some people may object to any work on their property. Meredith said we can ask consultants if they have faced opposition from the public and how they have overcome it.

Meredith said Brian Story went to a Conservation Committee meeting and they expressed interest in this project. Is the board open to one of their members serving on committee if they want to? The board agreed to that.

David agreed to serve as the trustee's representative on the steering committee.

**Walter moved to adopt the Tree Removal Policy as presented, David seconded and the motion was passed.**

Meredith got quotes for the type of AED recommended by NEMS. We can save about 34% if we buy used vs. new. Used ones have a slightly shorter warranty period but they have a 3-year warranty. The OnSite model is very simple and easy to use. The FRX model is a little more complicated. It has a pediatric key. It sounds like the OnSite might be best for the truck. A used OnSite costs about \$1700 about. A new one would be about \$2600. We would want to buy extra pads. NEMS also recommended trauma shears, razors and a mask.

David asked if we looked into whether there are any grants to help cover the cost. Meredith said she hasn't but she can. There are VLCT safety grants but we have to wait for next year to apply for them.

Walter said he wants to understand why some office staff don't want to participate in CPR and AED training. Rosemary said one person is not physically capable of doing CPR but she doesn't think that person has a problem with AED training. Walter said if staff is not on board with training he feels we are wasting our money in getting an AED for the office. Meredith said 4 of the 6 people in the office would be trained. David said the AED is not just for staff members to use. Others with AED training could be in the building. And it is designed to walk you through the process even if you are not trained. Walter said it is not effective unless someone is also doing CPR. Scott said there are plenty of people who are trained. David said there are places in an emergency for people without training – calling 911, for instance.

Meredith said NEMS was very supportive of us getting an AED. David said he would be interested in seeing if grants are available. Meredith asked for board members' thoughts about buying used vs. new. Scott said if a used AED has certification that it is usable he has no problem with it. David agreed. Troy said he has no issue with a used one if it is certified. Gordy asked if Troy is willing to keep track of service for the AED's. Troy said yes. Meredith said she will purchase used AED's unless there is a grant available that doesn't allow purchase of used ones. Scott said if staff were forced to get AED and CPR training then we would have to provide a blood borne pathogen program because it would be a mandated activity so it is better just to have volunteer use.

Meredith said Gordy suggested adding the village logo to the sign in the municipal building parking lot. She thinks it is a good idea. The board agreed. Gordy said he thinks there is room if "Johnson, Vermont" is removed.

Walter asked whose name is on the municipal building's electric meter. Rosemary said she believes it is under the Town and Village of Johnson. Walter asked, when the town's net metering agreement with Green Lantern is in effect, how will that work? Meredith said Susan did a mockup bill and assumed half the usage was the town's.

Meredith said with the implementation of CRC dispatch the village has formalized its on-call schedule and procedures. Electric department employees currently get different on-call pay from water and wastewater employees. She thinks it makes sense to bring all up to the same level of \$70 per week. She and Troy have talked about comparing our weekly on-call pay rate to other utilities. Troy said Burlington Electric's on-call pay is \$440 per week.

Meredith said Morrisville Water & Light only has one person on call. Craig Myotte asked if we wanted to share on-call duty and each have one person on call per week. Troy wasn't comfortable with that but we could offer to be next in line for them to call if they can't find someone among their linemen. Troy said Morrisville gets a lot more outages than we do. Another issue is non-union workers working with union workers. Bob said he can't see committing sharing on-call duty with Morrisville Water & Light. Troy said they have a very hard time finding another lineman if they are not on call. Gordy said he would like to see us being able to get help from them if they have someone available. Walter said he thinks long term viability of all municipal electric utilities will come from working together, so we need to always be trying to work together. Right now what is being suggested sounds problematic. But he would like to offer and get something. Troy said we have a mutual aid agreement in place.

Meredith said we can let them know we have concerns that the frequency might be too much for our crew but we could test for a period of time agreeing to be next in line after they have gone through everyone on their crew. Troy said he talked to their foreman. In the past we would trade labor with them. He and their foreman would like to get back into that. They are short-staffed so it would work out well for both parties. Gordy said he thinks that is a step in the right direction. Meredith said she will tell them we are open to working on some language. She can bring a proposal to the next board meeting.

**Bob moved to change on-call pay for water and wastewater employees to \$70 per week, starting with the next pay period, Scott seconded and the motion was passed.**

Meredith said Christi Mason has submitted an application for a business loan. Meredith has gotten responses from 2 of her 3 references. David suggested discussing this item in executive session because it involves discussing personal information about the applicant.

VPPSA has submitted a request on Johnson's behalf for an extension until December 1, 2016 to file a new net metering tariff as requested by the revised Rule 5.100. VPPSA has drafted a new net metering tariff, which would take effect January 1, 2017. Meredith provided it to the board to review and suggested approving it at the November meeting. It establishes a new blended rate that applies to excess generation no matter what the rate class is. It establishes non-bypassable charges that people can't avoid by having net metering credits.

Gordy asked about Act 174. Meredith said she went to workshop on that in September. It is about energy planning to let municipalities have greater say in siting of energy projects. We will need to decide if we want to go through what we would have to do to have that greater say.

Meredith said in the draft net metering tariff we have the ability to decide for group net metering customers how we want to allocate credits. Susan said percentage-based is simpler for us, so we asked them to include in the draft that we are selecting that method. Walter asked if we have to pick a billing method. Meredith said no, but now we have the ability to. Walter said percentage-based allocation may not be the most desirable for a businessman. To encourage economic development he wants to think more about benefitting the businessman than helping Susan. He doesn't necessarily agree with stating a billing method in the tariff rather than letting people decide what is best for them. Meredith said there was a concern that there is no longer a cap and if we had to deal with a lot of unique situations it might be time consuming. Gordy asked if we can change to

the other method if we decide on one now. Meredith said we just have to do a filing if we want to change it. She can ask at the training she will be attending on the new net metering rules what other people are thinking.

Meredith was contacted by the new owner of 157 Route 100C. It was sold in September. The previous owner had gotten permits to convert the property to multi-family use. Both the seller and the new owner have requested that the existing permits and allocations for the property be transferred to the new owner. Additionally, the new owner has requested a second one-year extension of the permits, which are currently set to expire December 8, 2016.

**Walter moved to approve the final one-year renewal and transfer of permits W-003-14 and WW-03-14 and the associated allocations to the Edward Mataturk Revocable Living Trust, contingent on Village receipt of the required \$210 renewal fee and the motion was seconded and passed.**

The Mingledorffs on School Street have an issue with a leak on an abandoned and capped service line on their property that previously served the building next door. The line was capped by the village. The line was left pressurized. The cap didn't work and the line was leaking. The Mingledorffs are interested in discussing village responsibility for work they paid for to fix the leak. They are planning to come to the November meeting.

Bob said if we left a dead line in there and it leaked, he feels it is the village's responsibility. Gordy agreed. David said if it is work we did and we didn't do it correctly or anticipate the issue he can see us being responsible. Scott suggested that we put in writing that any future work is their responsibility. Others agreed. Meredith said she doesn't have a dollar figure for their expense. She can get it and forward it to the board.

Scott asked what our current policy is if someone wants to tie off to another building on their property with a curb stop. Walter said under our new policy that could not be done. Each building has to have a separate line.

The town has asked if the village is willing to share the cost of painting the Old Mill House or is interested in transferring its interest in the property to the town. Troy's office is in that building. Troy said the location of his office works fine for him. His concern with moving to the garage would be too much diesel smoke.

Walter said he doesn't think we should continue to pay for maintenance of this building. It only serves one purpose for the village – Troy's office. He suggests we give up our interest and in return get a 20-year rent-free lease on that office. We do also need to think about the acreage around the building. He feels there is no long-term need or use for the building by the village. Bob said he could see giving up our interest in the building, but he would want to check to see what the town plans for the property. Scott suggested finding out what the assessed value of the building is so we can decide how many years of free rent we should get for transferring our interest. Walter said there is a lot of land. We have to be clear on what land is going with this. Meredith said she will float this idea with Brian.

The selectboard said they could do a joint budget meeting November 28-30 or December 5-7. They feel very strongly that they want a moderator. They are thinking Dave Williams would be a good selection but they are open to other suggestions. Gordy said he doesn't feel we need a moderator. Meredith said Brian indicated it was a make or break deal for the selectboard. Walter said he strongly disagrees that a moderator is needed, but to him it is more important to have the meeting. Hopefully everything will go well and the boards will decide we don't need a moderator in the future. Gordy said he feels one ground rule should be that the way the village spends the ten cents on the Grand List is not debatable with the town. The board agreed to have a moderator if the town wants one. David said he wants to make sure there is an agenda and that the boards stick to it. The problem at the last joint meeting was that the boards didn't stick to the agenda. The board is okay with using Dave Williams as moderator.

Meredith said the trustees have also been asked to come up with dates for a joint meeting with the selectboard and school board. They also want a moderator for that. Eric Nuse was used as moderator for the last meeting that included the school board. David said he feels it would be a conflict for Eric Nuse to be a moderator for the meeting with just the trustees and selectboard, as he is the father of a selectboard member. But he doesn't see it as a problem to have him as moderator for the meeting with the school board. Meredith said the selectboard suggested dates of November 1 or 2 for the meeting with the school board. David asked what would be discussed at that meeting. Meredith said Katie Orost sent the to-do lists generated at the first meeting. She wanted people to report back on progress made. Gordy suggested that a couple of trustees could review the list with Meredith before the meeting and talk about what has been done. The board agreed that any of the proposed dates would work.

Meredith asked if anyone is coming to the candidate forum. If more than 3 trustees are going to attend she needs to warn it as a trustee board meeting. The board instructed her to warn it just in case 3 or more trustees attend. Meredith asked if the trustees want to have any role at the candidate forum. Board members agreed there is no need for the trustees to take part.

Daniel Bradley filed an Act 250 application for construction of a 2-bay garage on Gould Hill Road. The property is not in the village. Meredith doesn't think there any concerns that warrant the village getting party status.

Meredith was contacted by a civil engineer working on the RL Vallee redevelopment project, who asked for village feedback on a proposed bus stop location at the site. The accommodation of a bus stop was requested by the Johnson Planning Commission. It would not be constructed as part of the redevelopment project but would be included in the plan so it is ready to go when public transportation service is operating. The location seems as though it will work well for buses heading west. But it is generally preferred to pair bus stops on either side of the road and the absence of a crosswalk near the 100C intersection makes an eastbound bus stop across from this location less convenient. Meredith thought she would write a letter concurring with the proposed bus stop placement at the Maplefields but also recommending a crosswalk in the vicinity to make it more useful to future passengers.

The August 2016 Power Bill Summary was available for review. Year-to-date expenses were about 2.8% lower than budgeted. Usage was down 2.7%.

The Master & JSC Water Meter Comparison for September was available for review.

The board reviewed the 3<sup>rd</sup> Quarter Water & Sewer Sales/Use Comparison. Meredith had added a column to compare 2015 to 2016.

#### **12. Cattelona-Jewett Camp**

Walter reviewed for David's benefit the history of the Cattelona-Jewett camp. It was on the property we own on French Hill where the reservoir is. Long ago someone put a camp there. We tried come to agreement with the owners of the camp on a lease arrangement but they said no. We then told them they had to remove the camp. Walter was there this morning. He saw that they have done a fabulous job removing the camp building. They have restored the area beautifully. But there is still a utility shed there. He feels we intended for them to remove everything. David asked if the buildings were put there before or after the village acquired the property. Walter said after, but it was so long ago that there is probably no one who can say how they got there. Walter wants to send the owners of the shed a letter saying it was our understanding that they would remove everything.

Scott said there is no deed, no paperwork saying they own the building. What is the big deal about having an old shed there? Walter said there is a lot of garbage in the shed. We issued them an order to remove the buildings and they agreed they would. David asked if we have in writing that they agreed to it. Walter said there is paperwork we sent out. Scott said Mark Cattelona provides a service to the community by plowing out an area near there in the winter where people can park for recreation. We are pushing him now to take out a building he didn't even build. He thinks we should let a Boy Scout troop go clean it out instead. Gordy said he only remembers us asking that the camp be taken down. Bob suggested organizing Boy Scouts to take down the shed. Troy said liability would be a concern if we did that. Meredith said it is safer to have our own employees do it. David said if the contents of the shed are not hazardous he doesn't see any need to worry about it. Bob said he thinks it is just old cans, bottles, etc. We could make a hole with a backhoe and bury it all. The board agreed to have Troy go check the contents of the building, see what it would take to take care of it, and report back.

#### **13. Executive Sessions**

**David moved to enter executive session to discuss contractual agreements and a personnel matter, the premature public disclosure of which would put the municipality at a substantial disadvantage, the motion was seconded and passed and the board entered executive session at 9:51. Walter moved to exit executive session at 11:00, Scott seconded and the motion was passed.**

**Walter made a motion to offer Christi Mason a \$2,000 business loan from the Village Revolving Loan Fund with no payment for the first 6 months, full payment due in 12 months, with a balloon payment at the end of 12 months. The interest rate will be in accordance with the Revolving Loan Fund guidelines of prime minus 2%, with a floor of 0.5%. The motion was seconded and passed.**

#### **14. Adjourn**

**Walter moved to adjourn at 11:05, David seconded and the motion was passed.**