

JOHNSON VILLAGE TRUSTEE BOARD MEETING MINUTES
JOHNSON MUNICIPAL BUILDING
MONDAY, JULY 11, 2022

Present:

Trustees: Steve Hatfield, Lynda Hill, Diane Lehouiller, BJ Putvain, Ken Tourangeau,

Others: Rosemary Audibert, Ken Nolan (VPPSA), Elise Annes (Momentum Consulting), Will Jennison, Alex Nadeau, Jeremy Foster-Fell, Larry Horner, Sandra Dickson, Ron Dickson, Brian Monaghan (remote), Kristen Shamis (remote), Marla Emery (remote), Sally (remote), Yvonne Martin (remote)

Note: All votes taken are unanimous unless otherwise noted.

1. Call to Order

Steve called the meeting to order at 6:00.

2. Review of Agenda and Any Adjustments, Changes, Additions

Ken asked to add a public update on the ULP charge and expenses related to it.

3. Receive Communications from Momentum Communications and Ken Nolan (VPPSA)

BJ moved to find that premature general public knowledge of a potential contract could place the public body or a person involved at a substantial disadvantage and the motion was seconded and passed.

BJ moved into executive session to discuss labor relations agreements with employees as allowed by 1 V.S.A. § 313(a)(1), Lynda seconded and the motion was passed at 6:02. Steve

said the executive session will include Elise Annes, Ken Nolan and the 5 trustees.

4. Elect Vice Chair for Trustee Board

Ken nominated BJ for vice chair, seconded by Lynda. **BJ was elected vice chair.**

5. Review and Approve Minutes of Trustee Meetings

Ken moved to approve the minutes of June 13, 2022, BJ seconded and the motion was passed.

6. Skatepark Digging Holes for Fencing

Steve said Howard Romero has requested that the village bucket truck dig 12 holes 30 inches deep to put in fence posts to separate the parking area from the lawn at the skatepark. Steve would go down and help them with that project. Nate says it is possible they will run into debris because trailers and things are buried there. Ken said he is in favor of it but it will tie up the crew for a day. Diane asked what Nate said about it. Steve said when Howard thought it was around 30 holes Nate said it would take a day. Nate would do whatever we ask him to do. Steve thinks it would take two people. Will Jennison asked if there is still a three-man crew. Steve said as of Thursday they will be back to four. Ken said this should not happen until we have a full crew. If it is going to be more than half a day's time maybe the town ought to help pay for it. That is a lot of labor on union wages.

Lynda moved and BJ seconded to let the village bucket truck spend up to half a day to help dig 12 post holes at the skatepark. Ken moved and Lynda seconded to amend the motion to say that before the work starts the town should be asked to pay for any work still needed after the first 4 hours. The motion to amend was passed. The amended motion was passed.

7. Village Green Right of Way Attorney Fees

Alex Nadeau said he thinks the village should pay his attorney fees connected with moving the location of his right of way. His attorney found that the right of way as originally described was too

short and would still not allow him to get to his lot. His legal expenses so far have been \$830. He wanted the same right way on the east side that previously existed on the west side and the way it was coming out it was 15 feet shy. It wasn't long enough to get to his land.

Lynda asked if \$830 is the final amount. Alex said no; the lawyer will review the deed after it is signed. But there will be minimal other bills.

Ken moved to authorize covering up to \$1,000 of legal fees incurred by Alex Nadeau due to the village error of blocking his right of way. Ken said if Alex's expenses are more than that he can discuss it with the board. **BJ seconded and the motion was passed.**

8. ***Update on Nadeau Well Site***

Ken told Alex Nadeau that the village will want to pull its pipes out of the pump house at the Nadeau site and put them in the ground. Or if the pipes stay in the building, which is heated now, the village does not want to heat it. The village is concerned that if we do not get the pipes in the ground we will not be able to supply the hydrant beyond that. Alex says it is the Nadeaus' intention to keep the hydrant on. Dan said we can valve our pipes to separate them off, but if we only do that then we need to heat the building. Otherwise we need to bypass the building totally to go to the hydrant. Alex said Chip Percy, the new owner, will do anything to help the village out with the transfer. He suggested maybe Percy will want to keep heating the building.

9. ***120 Sinclair Road Wastewater Permit Application***

Jeremy Foster-Fell said he bought a property recently hoping to restore the old house there but unfortunately that was impossible so he had to take it down. Another structure on the property was in better shape but it is not a year-round structure. He is doing construction on the other building. Larry Horner said his client plans to have one house and one tiny house on the property. Rosemary said the property is in the town sewer service district area. It needs approval from the selectboard. Rosemary asked, this application is just for the second building, right? Larry said his client wants to hook into the existing sewer but wants to add another connection. **Ken moved to give preliminary wastewater permit approval for 120 Sinclair Road pending selectboard approval.** He noted that the owner will need state permits for final approval. **BJ seconded and the motion was passed.**

10. ***AMI Metering***

Ken Nolan gave a presentation about the advanced metering project. He said VPPSA started looking at this project about 3 years ago. They looked at 9 vendors and selected 3 to request proposals from. A committee with representatives from all the municipalities VPPSA represents scored the three vendors and picked one – Aclara. Now VPPSA is finalizing contracts and moving toward installation. In 2009 about 90% of customers in the state went to advanced meters using ARRA money that covered 50% of the cost, but small municipalities couldn't make that work even with 50% off and chose not to. Meter prices haven't come down but with advances in cloud computing VPPSA has been able to reduce the cost. And the state is really promoting time of use rates – charging based on the hours when power is used. Legislation was passed requiring that all utilities have time of use rates by 2024. That can't be done without AMI.

Ken Nolan reviewed the components of the AMI system. The existing meters will be exchanged for new meters that will essentially be computers. Water meters can also be part of the system. The meters communicate with data collection units that are on poles. There will be about 12 of them. They will be connected to the internet. There is cloud-based software that runs the whole system.

Steve asked, AMI will be mandated in 2 years by the state? Ken said time of use rates will be mandated, which essentially has the same effect because the utility can't do those rates without this technology. By the end of 2024 utilities are required to have time of use rates. This is the easiest and cheapest way to accomplish that, but it is not cheap.

The data collection units in the field communicate with software in the cloud, which has two components, a part that actually runs the meters and gets information from them, which it is anticipated will be shared by all member utilities, and a meter data management system – a database that houses all the meter reads. Lynda asked who has access to that. Ken Nolan said VPPSA will have access to all the information and will be able to manage it on behalf of members. Staff of each utility will have access to that utility's data only. Aclara will manage the software but will not have access to customer data.

Lynda asked, it doesn't cost us anything to have VPPSA do this? Ken said there is a cost for monitoring but the utility will not be paying extra to VPPSA. The 11 VPPSA utilities are all indicating they will go forward with AMI but none has signed a contract. A utility in New Hampshire is also considering it.

Ken Nolan said the new system will connect to the existing billing system. Lynda asked if office staff will need to be trained on a new program. Ken said the billing system will be the same. They will be using new software to access the data management system and training will be provided as part of this. There is a one-time setup fee and a monthly per meter charge for the software. The monthly fee is because Aclara is taking all responsibility for making sure the software stays up to date. It is \$3 per meter per month. Will Jennison asked how long that price is good for. Ken said VPPSA is projecting that Johnson's annual cost will be a little over \$8,000. That price will be locked in for the first 3 years and then there can be an inflationary increase of up to 2% per year. There is a 10-year contract.

Lynda asked, we won't send anyone out to read meters after we have these meters? Ken Nolan said in theory going out to read meters will not be needed, but Vermont law allows customers to opt out. Roughly 2% of customers generally opt out and then the utility has to do something to read their meters. Lynda asked, if there is a big apartment building with 20 meters, does the owner have access to the data? Ken said the person whose name the account is under has access to the data and can choose to opt in or out. Lynda asked, if a renter is paying the electric bill, they have the right to say no to smart meters? Ken said yes. Lynda asked, what if a new renter comes in and says they don't want the meter that is already there? Ken said the utility would have to pull it out, but that doesn't usually happen.

Ken Tourangeau asked, people can choose not to get the new meter and then save money because they will not get charged the higher rates based on their time of usage? Ken Nolan said customers will have access to the flat rate or they can choose the time of use rate. As more and more people move over to the time of use rate those left on the flat rate will usually end up paying more per kilowatt hour when a rate redesign is done, so he doesn't think they will see as much savings as you might expect.

Ken Nolan said the total cost projected for Johnson right now is \$720,000 for electric and water meters, data collection units and the software package. In addition there would be the yearly fee of

about \$8,000. The \$720,000 would be a one-time cost for year one. VPPSA anticipates that the project would last 15 years.

Lynda asked if we would pay over time or all at once. Ken Nolan said that is up to the village. Will asked if VPPSA has anyone who is offering financing. Ken Nolan said VPPSA is expecting to get \$4-6 million in grant funds to allocate among its members based on meter counts. He thinks Johnson would get about \$180,000. There would be an option to finance through VPPSA with a 10-year loan. Interest rates right now are about 5%. Many members have the ability to borrow money at a cheaper rate than that so he recommends that the village think about financing the project itself.

Rosemary asked, we would need a public vote on borrowing, right? Ken Nolan said the legal advice he is getting indicates that if VPPSA does the borrowing, that is not actually a debt obligation as such for the village but rather a contract with VPPSA and it would not need voter approval. If the village got a loan separately, that would need village voter approval.

Will asked how much of a rate increase might be needed to cover the cost of the debt. Ken Nolan said there should be some reductions in power supply costs and less cost for meter reading. Will said we pay our employees whether they are reading meters or not. He asked if there is a way to get an estimate of the rate increase that would be needed. The village is already talking about a rate increase anyway and this will add to that. Is that something VPPSA is capable of providing? Ken Nolan said VPPSA is not showing any member being an imminent rate case but they will need to monitor that and if the village does not see the savings they are expecting a rate increase could be needed.

Will said this project is one of the benefits of VPPSA. They went to bat for the small municipal utilities.

Lynda asked what happens to these meters if something happens like a power outage or a cyber attack. Ken Nolan said cybersecurity is a big concern. The meters have encryption. As far as a power outage, the meters can hold up to 45 days of data, so they will store the data during a power outage and then transmit it when the power comes on. If the outage occurs at the time when the village would normally do billing, the software can generate a bill based on estimates and it can be tried up the next month. It is very unlikely that any information would be lost. He noted that these meters can let the utility know about an outage before we start hearing from customers.

Ken Nolan said VPPSA is still wrapping up the grant conversation. It will be August or September before they know the final number available. They are finalizing the contract with Aclara and then they will know the pricing. The next step for Johnson would be putting a contract in place with VPPSA. It will probably be a couple of months before they are ready for that. Assuming they can get funding from the state lined up they anticipate that 4 utilities will start with installation in October. They would be looking for another 4 to go next year. They will be back this fall asking the village to make a decision.

Lynda asked who does the installation, our crew? Ken Nolan said it is the village's choice. When calculating the budget they assumed a contractor but the village crew would be capable of doing it.

11. Vermont State University Reduction of Expenses

Ken Nolan said VPPSA started a key accounts program about a year ago. They have someone on staff who meets with their largest customers. They identified the largest customer in each territory and they are actively reaching out to each one to understand what their biggest challenge is and whether there is a way for VPPSA or the utility to solve it. They want close relationships with their biggest customers both for economic development and from a regulatory standpoint. We have an obligation to help customers switch from fossil fuels. There is a financial penalty if we don't meet targets. The cost of providing incentives for a larger project with a bigger customer is generally less per megawatt hour than the cost of working with residential customers. The biggest customer in Johnson is the Johnson campus of NVU. The same person who runs the Johnson facility also runs the Lyndonville campus so VPPSA is dealing with that person in both locations. The legislature just gave the university some funding with the string that they have to try to cut 25% of their costs. The facilities person has been put in charge of that program and he thinks he will get the most savings by trying to cut electric and water bills on the Johnson campus. VPPSA is concerned that the focus on electric and water bills at the Johnson campus could be a prelude to a bigger conversation about the campus. They are trying to be active and engaging with him. The person in charge of the cost reduction program will be hiring a consultant to review all their operations. He is working with Efficiency Vermont. VPPSA is trying to be part of the dialogue. NVU doesn't like the demand charge at the campus but they don't have a good way to identify which buildings are causing peak load. The campus has about 5 meters and all usage flows through the largest one. It is not a time of use meter so it doesn't tell them when their peak was. VPPSA has been talking about the possibility of replacing that meter with an hourly meter. The village utility would have to sign off on that. Efficiency Vermont has temporary metering they can put on each building to give the campus more information on which buildings are contributing to their peak load. If they can reduce their demand cost, the village would see that reflected in its costs and it could save the village money.

Steve asked if a lot of internal wiring changes would be needed to have separate meters for each building. Ken Nolan said he doesn't know that they need separate meters on each building. If they wanted separate meters they could cut the wire serving them now and put a meter panel in each building. That is not mechanically difficult but it would be expensive. Ken Tourangeau said he doesn't think the state would allow that. The fire department has to be able to cut all the power off at one place. Ken Nolan said they could still have a primary meter and sub metering. A complicating factor is that as he understands it the university owns the electric lines inside the campus. He thinks they can get close to the same effect by making the one primary meter give hourly information and by using temporary metering from Efficiency Vermont on each building. The bigger issue is that VPPSA wants to make sure to be part of the conversation on how they can save in a way that doesn't shift costs to other customers. Julia Leopold of VPPSA is trying to be part of that conversation.

Steve recessed the meeting from 7:28 to 7:37.

12. Water/Wastewater Report and Action Items

Dan said the E-DRM and Wr-43 were submitted to the state. There was a problem with the Penn Valley sludge pump that feeds the belt press. It had a damaged disk. Both disks were replaced and a new set will be ordered to have on hand.

A solenoid valve was sourced to replace the one that had failed on one of the process pumps. Both pumps are now operating.

On June 21 a heavy load of white milky substance came into the headworks. A sample was sent to the lab for BOD/TSS. It came back normal on BOD but very high TSS. Dan contacted NVU to see if anything came from there. They were stripping the floors and said they dumped several gallons of waste down the drain. In Dan's opinion it was many gallons. He advised them that they can't dump large quantities at one time and to pour a little then wait an hour and dump a little more. Floor stripper can be toxic in large quantities. He also contacted the elementary school and they were not doing any maintenance that week. There is no way to know for certain where this substance came from. Dan did his best to cover the potential businesses that it could have come from.

JA McDonald started replacing the River Road pump station. There have been a few minor hiccups but overall the project is going well and should be completed by the second week in August. Dan has been to several construction meetings to deal with a variety of small issues that have come up.

Dan performed an H2O Innovation safety audit at both the water and wastewater plants. No major issues were identified. There were several administrative issues that were noted and have been corrected.

Dan talked several times with Ship Sevin. They were not happy with the expense they would have to incur to move the well pump and pressure tank out of the meter house. Dan offered for them to hook onto municipal water and forgo their drilled well.

Coliform samples were negative. Water loss for June was 17%.

Dan heard from Ship Sevin today that they want to hook up to the village water system. He thinks that is win-win for the village. It gets their equipment out of the shed and we get two more hookups. He would suggest not charging a connection fee because they already have meters. He thinks the cost would be under \$100 for supplies. The board agreed that it would be a good idea for Ship Sevin to hook up to the village water system.

Yvonne Martin said she owns a third of an acre across the street from the municipal building. When she was on the Planning Commission there was talk about putting in sidewalk on the side of Route 15 and burying the utility cables. Is that planned any time in the next 10 years? Steve said he doesn't believe so. Yvonne asked if there is a particular person she should talk to about doing something on her property. Steve explained that the board is on another piece of business. He said he would try to answer her question later.

13. Set Village Municipal Tax Rate for 2022

Rosemary said the grand list for the village went down from \$615,000 to \$613,000. The tax rate last year was .1820 and this year we need a tax rate of .1827. **Ken moved to approve a village municipal tax rate of 18.27 cents for 2022, Lynda seconded and the motion was passed.**

14. Treasurer's Report: Review & Approve Bills & Warrants / Budget Status Report / Action Items

Rosemary said Michael Jansen from Pizza on Main is wondering if he could put three picnic tables on the village green. He is hoping to get his food truck set up this week. Steve suggested three picnic tables might be too many for the space but others suggested trying three to see how it works. The board agreed to let Pizza on Main put three tables on the village green.

15. Atlas Contract for Water Testing Management for Groundwater Monitoring

Steve signed a contract last week on behalf of the village with Atlas for groundwater testing at the town and village garage complex. Petroleum was found when we did the water project there. This is the second round of state-required testing for that site. Typically the town and village would pay half the cost and the state would pay half the cost but the state has found more grant money so the town and village do not have to pay anything for the testing.

16. Mural on Town Garage

The board packet included a picture of the proposed mural to go on the town garage. Ken said his only concern is how the mural represents Johnson. Burlington has been ripping down a lot of murals that had been put up there. Perhaps in a year someone won't like this mural. The building is half owned by the village. Steve said there will be a memorandum of understanding signed soon that states that the village can do anything it wants with its garage and the town can do anything it wants with its garage. It is the Beautification Committee that proposes putting up this mural. Ken said the village met with the selectboard when they wanted the food shelf building and Will said they could take it but then the town did not want to go forward with separation of the properties. Lynda asked who put the MOU together. Diane said it was sent out on January 26. It is an MOU between the town and the village about responsibility for jointly owned buildings. The purpose is to clearly state which entity – town or village – has responsibility to maintain and determine appropriate use for each building and who will pay the costs for maintenance and improvement. The MOU states that it begins January 12, 2022 and will renew every year on January 12. It says that the village has 100% responsibility for the village garage. Decisions on maintenance and improvements will require only village approval. Likewise the town has 100% responsibility for the town garage. BJ said that is for maintenance only. Ken asked how this MOU came about without agreement. Diane said it hasn't been signed yet. She believes it was agreed that the food shelf would be the joint responsibility of both town and village.

BJ said he thinks a mural is a good idea, especially one related to Johnson. This mural doesn't really show what makes Johnson Johnson. It doesn't distinguish us from any other town that has people. Diane said it is art. Ken said no one is here to tell us the meaning of the picture and what they are trying to do by putting this picture on this building. Lynda said she thinks they are trying to say everyone is welcome. Ken said that is her assumption. He would like to hear from the person who designed this before deciding. He thinks we ought to put up something that won't get torn down in 2 years like the murals in Burlington. It ought to represent our community and not just be a bunch of cartoon characters. Diane said she thinks it is the artist's representation of people in our world – that's it. It is a piece of art. BJ said they are saying this represents Johnson. Diane said she doesn't think they are saying that. BJ said the email we got about the mural said it represents Johnson. Ken said he thinks it is ugly. If we are going to put a big mural on a building he thinks it ought to look good, like something that belongs in Johnson. The email from Brian Story says the mural is meant to represent the Village and Town of Johnson. Linda said she thinks those are Brian's words. Diane said she sees a cap and gown representing NVU, an artist representing the Studio Center, someone representing the farm stand and someone with an apron. BJ said this could represent every town. If the email was just Brian's wording that is okay but it would be nice if someone were here to explain.

Steve suggested putting approval of the MOU on the agenda for next month. If that is signed then it will be up to the town to decide about the mural and we won't have to discuss it. Will said Steve is talking about relinquishing rights to the town. Right now the village and town share responsibility and ownership of all buildings because the MOU was never adopted. Steve twice has indicated that

there is an imminent decision about the MOU. It sounds like something he has been talking with people about. Steve said he was under the impression the MOU would be easily passed, but maybe not. Ken said none of the MOU will fly with him until there are lines on a map and a subdivision. He feels we should not give the town the ability to make decisions when we still have 50% responsibility.

BJ said none of us know what this mural means. Diane said she would vote in favor of putting it up. It will add color. Ken said he thinks we need a definition of its meaning before a vote is taken. Lynda said it is not a lot different than the World Cow. Ken said that is on private property.

17. Update on Unfair Labor Practice Charge

Ken said he would like an update on the ULP charge and expenses related to it. Steve said legal expenses so far for both the ULP charge and the News & Citizen lawsuit total \$6,250. As far as status, we are going to have Brian Monaghan update us at this meeting. Ken asked for an estimate of how much more we are going to spend. Steve said he doesn't know. Ken said he expects a monthly update on this. Steve said \$1,350 of the total is for the News & Citizen defense.

Will Jennison asked if the coding for lawyers' fees is separated by event. Rosemary said by project. Will asked if the News & Citizen request has been resolved. Steve said no. Will asked if Diane has given an apology as requested related to the ULP charge. Steve said the board cannot talk about it. Ken said it is ridiculous that the rest of the board is okay with putting information out to the public when it involves an employee but not when it involves Diane.

18. Executive Session – Attorney-Client Communications

Linda moved to go into executive session under 1 V.S.A. § 313(a)(1) for confidential attorney-client communications made for the purpose of providing professional legal services to a client, Diane seconded and the motion was passed at 8:18 with Ken opposed. The board came out of executive session at 8:48.

19. Electric/General Report and Fire Department Report

Rather than reading aloud the fire department and electric/general department reports Steve just asked to have them included with the minutes. *(See attached.)*

20. Other Business

Rosemary said she made an error on Nate's on-call pay and wants to get approval to pay a corrected amount. BJ asked if Nate is able to get 8 hours of on call pay each week. Rosemary said he is the only first class lineman so technically he is on call every week. He can get 8 hours of on-call pay every week. The board agreed to pay the corrected amount Rosemary showed them.

Diane said Melanie Riddle from LCPC will look into calling the DEC and the EPA. She gave us the go-ahead to write a grant to spruce up the area near the covered bridge. Diane wants permission to write that grant application. It would be a Spark grant and it is due next Monday BJ asked, all the cost would be covered? There is nothing we need to pay? Diane said it will cost the village nothing. **Lynda moved to give Diane permission to apply for a Spark grant for improvements to the area formerly occupied by the powerhouse, Steve seconded and the motion was passed with Ken abstaining.**

21. Adjourn

Lynda moved and BJ seconded to adjourn at 8:54 and the motion was passed.

Johnson Fire Department Report
May 26 – June 30, 2022

Calls:

JFD responded to 9 calls.

6 calls occurred during the daytime (6 am – 6 pm)

3 calls occurred during the nighttime (6 pm – 6 am)

The average duration was: 84 minutes

Nature:

Those calls were: 1 – structure fire, 1 – wildland fire, 3 – automatic alarms, 2 – vehicle crashes, 1 mutual aid (structure fire), and 1 other (assist public – animal problem)

Staff:

The average number of firefighters that responded was: 13

Total hours of service was: 162

Other:

We attended a public education exercise at the Elementary School which included display of a fire truck and handouts of fire safety materials/trinkets.

Respectfully submitted, Arjay West, Fire Chief

Village of Johnson July 2022 Water & Light Report

Prepared by Troy Dolan

- Electric Dept.

The crew completed the following tasks:

Installed a new 200 amp secondary service as well as a pole transfer at 120 Sinclair Road.

Responded to a fire at 792 Route 100C on the 20th of June and disconnected the electric service.

Set a pole on River Road West to serve the new sewer pump station and also covered up the existing overhead service lines.

On June 19th, they responded to an outage at 49 Park Street, which ended up being the customer's breakers.

On June 30th, they assisted the Village of Hyde Park for a mutual aid call to replace a broken pole. The crew worked there for about 7 hours.

On July 3rd, they again assisted the Village of Hyde Park with another pole replacement due to a car accident. The crew was on site for about 7.5 hours.

Installed a new 200 amp overhead service for the trailhead building.

Started the annual right-of-way cutting with the tractor and brush hog.

Continued working at Jolley's on the EV charging station project.

Both the digger truck and the large bucket truck were sent out for yearly service inspection and both passed with no issues.

Installed a meter on the Village Green that will serve the Pizza on Main food trailer.

Contract tree crew worked from June 21-23 and removed 6 danger trees and also cut in the right-of-way through the rock cut on Route 15.

The crew also completed monthly meter reading, high/low checks, substation check, and dig safes.

- Water/Sewer

The crew completed the following tasks:

Worked with the contractor at 599 Lower Main West to do wet tap for the fire suppression system at that property.

Responded to a water leak at 26 Log Cabin Lane. It was determined that the connections at the meter horn on the customer side were leaking and will need to be repaired by a plumber at the homeowner's expense.

- General Department

All crosswalk painting in the Village, except Collins Hill, was completed. Collins Hill crosswalks will be painted at a later date once the Route 15 paving project is completed.

- Safety

The crew attended the June NEPPA safety training. The topic of the training was voltage regulators.

Rubber gloves, sleeves, and blankets were sent out for their 3-month testing.

- Administrative

Troy completed the following administrative tasks:

Worked with Lamoille County Mental Health and Harvey's to coordinate the wet tap for the fire suppression system at 599 Lower Main East.

Worked with the property owners at 51 Lower Main West to address their water/sewer permit questions. Once the property owners receive needed information from the State regarding any required State permits, Troy will assist them with the local Village permit process.

Sourced and made arrangements for the purchase of 2,200 feet of primary underground wire for an upcoming job at 335 Plot Road.

Researched and selected the underground locator to purchase, which is being funded by the PACIF safety grant. Submitted the information to Rosemary to complete the transaction.

Continued working with the electrician for the new 600 amp service that will serve the EV charging stations at the Jolley Store. The contractors will be on site beginning the week of July 11th to begin the installation.

Had a meeting with Lion Electric related to the electric bucket truck. Lion Electric has proposed to modify the Canadian version of the bucket truck to suit the US customers.

They believe this will be a faster process than bringing an entirely new US model to production. Lion is supposed to be sending out the design for the modified Canadian truck within a few weeks and then will organize a call with all the VT utilities who have grant funds for the electric bucket trucks. The timeline at this point remains the same with delivery projected for the summer of 2023.

Troy also had a meeting with the Environmental Analyst from the State of Vermont who is coordinating the grants for the electric bucket trucks. He is in contact with her monthly and regularly provides status updates on the project.

Had a meeting with Engineering Ventures, Steve Hatfield, and the USDA representative to get more information on potential funding opportunities for the Village Garage project. From that meeting, it appears the Village will need to apply for the Community Facilities grant by December.

Worked with the owner of the property on which the Village's River Road pump station is located to discuss new electric, water, and sewer connections that will serve a new house at that location.

Met with the River Road Pump Station contractor to discuss the location of the electric service that will serve the new pump station.

Completed and estimate for a new 1500 foot primary underground line extension for a new building on Plot Road. This is approximately a \$19,000 project for which the Village has received payment from the customer. This work should begin later this month.

Communicated with the owner of 120 Sinclair regarding the process to obtain water and sewer permits for the new buildings at that location. Troy also completed draft permit applications for both the water and sewer connections.

Communicated with the owner of 99 St. John's Street regarding his questions about water and sewer connections for a camper he would like to put on site. At this time, the property owner needs to gather additional information from the Town and State to determine what is allowed.

Continued working with Alexander Tree Service to coordinate the right-of-way tree trimming and danger tree removal. Of the \$19,800 the Trustees approved at the May 9th meeting, \$11,900 has been spent to-date. The Village budgeted \$35,000 for contract crew right-of-way maintenance, so we may choose to hire them to do additional work beyond the approved amount of \$19,800.

Completed a true-up for the electric service installation at 120 Sinclair Road.