

Edward Farrar Utility District
October 12, 2022
4:30 P.M.
Minutes

Present in the Steele Community Room: P.H. Flanders, L. Sayah, N. Sherman, R. Finucane, C. Parks; Commissioners; W. Shepeluk, B. Woodruff, K. Petrovic, A. Tuscany; staff. Members of the public attending: S. Kulis, K. D'Angelo, R. McLeod, A. Imhoff, V. Rogers, A. Johnson, D. Kehlmann, T. Volitis, C. Gloor, N. Anderson - Downstreet Housing

Present via Zoom: P. Mulhern, J. Wilson, T. Gloor, T. Yip, M Culbertson

Chairperson Flanders called the meeting to order at 4:34 P.M.

Approve Agenda: Request was made to move the 6:20pm agenda item: "Consider proposed contract between EFUD and new Manager" to the end of the agenda to discuss in Executive Session. **N. Sherman made a motion to approve the amended agenda; R. Finucane seconded the motion; a vote was held and passed unanimously.**

Public: No comments

Discussion with Downstreet Staff on additional information for the Oct 18th Informational Meeting: N. Anderson presented some updated DRAFT drawings for public consideration of a possible appearance of the building design for development of 51 S Main Street by Downstreet Housing. Downstreet is committed to a design that is no more than 3 stories tall. Because of the public comments regarding retail space on the street level they have worked to incorporate this however no public money can be used for this so it is contingent on finding a tenant. Downstreet is committed to explore the retail space through the design phase. N. Anderson spoke of the procedures Downstreet uses to place applicants in housing.

Consider attorney Agreement of Transfer of EFUD property to the Town as approved at the annual meeting: W. Shepeluk brought a copy of an agreement from Stitzel Page & Fletcher that outlines the necessary title work and legal fees for the transfer of 4 EFUD properties to the Town of Waterbury. The attorney's need authorization from both Boards for joint representation. R. Finucane made a motion to authorize W. Shepeluk to sign the agreement with Stitzel Page & Fletcher PC to represent the Edward Farrar Utility District in the transfer of properties to the Town of Waterbury. C. Parks seconded the motion; a vote was held and passed unanimously.

Update on UDAG loan with Downstreet Housing (Ladd Hall): The board authorized extensions of UDAG loans at their meeting on June 8, 2022. W. Shepeluk has executed most of these extensions himself however Ladd Hall loan requires outside assistance to rewrite. W. Shepeluk requests authorization from the Board to sign a Promissory Note altering the terms with Downstreet their UDAG loan. **R. Finucane made a motion authorizing W. Shepeluk to sign the promissory note; L. Sayah seconded the motion; a vote was held and passed unanimously.**

Consider joint meeting with Selectboard on agreement of process for annual payment between EFUD and the Town: The request has been made for the EFUD Commissioners to attend the Select Board meeting on Monday October 17th to discuss cost sharing of resources and 2023 Health Care costs as part of the employee benefit package.

Update on Route 100 Waterline Extension: B. Woodruff updated on the “cross country route” being explored to extend water service to parts of Route 100 in Waterbury Center.

Discussion of Water regulations, fees high strength waste and revised Fee Structure: A. Tuscany has sent DRAFTS to the Commissioners for their review and comments. Hoping to have a final draft available for the November 9, 2022 meeting. A. Tuscany has done an analysis of phosphorus and BOD discharge and possible fees. He has a sample pool of approximately 20 uses to see how a rate structure change would affect them. A policy of “Notice of Violation” for entities with known violations on FOG is needed.

Department Reports / Update on filling staff vacancies: S. Guyette has resigned from EFUD and taken a new position in the local school district. The vacant Utility Billing Clerk/Tax Clerk position has been filled contingent on a back ground check. B. Woodruff has been working at the WTP in Brad’s absence.

Consider Minutes of September 7th, September 14th, September 19th and October 3rd 2022: L. Sayah made a motion to approve the minutes of September 7th, September 14th, September 19th and October 3rd 2022 as written. N. Sherman seconded the motion; a vote was held and passed unanimously.

Consider Proposed contract between EFUD and new manager: R. Finucane moved to enter executive session to consider the evaluation or appointment of a public employee. N. Sherman seconded the motion; a vote was held and passed unanimously. 6:40 entered executive session

The Commissions came out of Executive Session at 6:50pm with no action taken and the meeting was adjourned.

The next regular meeting of the EFUD is scheduled for Wednesday November 9, 2022 at 4:30pm