

Town of Proctor
Special Selectboard Meeting Minutes
Draft
April 20, 2016
5:00 P.M. – 5:20 P.M.

Board Members Present:

Bruce Baccei, Chair
Bill Champine
Frank Woolf

Employees Present:

Stan Wilbur, Town Manager

I. Call to Order

The meeting was called to order at 5:00 p.m.

[As the full board were not present, motions were approved by all members present, unless otherwise noted.]

II. Approve Agenda

There were no changes to the agenda.

III. VT Drinking Water Division Sanitary Survey Response

The VT EPA Drinking Water and Groundwater Protection Division performed a Sanitary Survey of the Proctor Water Department on January 25, 2016. The finding from the survey are included in a letter from Robert Farley, Water System Specialist dated March 22, 2016. The letter references the amended Assurance of Discontinuance dated January 2, 2014 and identified three (3) outstanding compliance items. The letter also references seven Permits to Construct that need to be closed and one minor deficiency.

Outstanding AoD items are A.4, A.5 and A.6. These items relate to a hydraulic analysis of the water system; minimum distribution system pressure and hydrant flow requirements and conversion of substandard hydrants to flushing hydrants; and evaluation and proposed design for distribution system improvements not meeting minimum residential pressure and flow requirements. The Town has to submit schedules for competing the actions needed to meet compliance requirement

The Board review a draft schedule of actions to be in compliance. Since all AoD items require contracting with a professional engineer to conduct a hydraulic analysis this is the first item on the schedule. There may be possible for Simon Operation Service to perform some of the work related to indexing and flowing hydrants. The draft schedule is based on having a professional engineer under contract by July 1, 2016. The balance to the schedule is based on estimated times to complete the various work elements and projects all work to be completed by December 31, 2016. This target could change once the engineer is on board.

Bill Champine made the motion to accept the proposed schedule and authorize the Board Chair to submit the schedule to DEC Drinking Water and Groundwater Protection Division for review and approval. The motions was seconded by Frank Woolf and approved by all members present.

Two quotes have been received for the West Side Tank inspection. Statewide - AquaStore quote for Wet Tank Inspection and Cathodic Protection System Test is \$2,200. M&K Commercial Diving quote for Diving Services to inspect the tank is \$2,000. The need for a cathodic protection system test was discussed

with the conclusion that for the additional \$200 was a worthwhile expense.

Frank Woolf made the motion to accept Statewide – AquaStore’s \$2,200.00 quote to inspect and conduct cathodic protection testing for the West Side Tank. The motion was seconded by Bill Champine and approved by all members present.

IV. Adjourn

Frank Woolf made the motion at 5:20 p.m. to adjourn the April 20, 2016 special Selectboard meeting. The motion was seconded by Bill Champine and approved by all members present.