

**Town of Shaftsbury
Selectboard Water Board Meeting
Tuesday, February 18, 2014**

Members Present: Karen Mellinger, Mitchell Race, Carl Korman, Tim Scoggins, Ken Harrington,
Staff Present: Margy Becker, Town Administrator; Joe Herrmann, Water Superintendent, Jim McGinnis Assistant Superintendent

1. Call to order

Selectboard Chairman Karen Mellinger called the Water Board meeting to order at 5:30pm. The Selectboard presides as Water Board.

2. Approval of Minutes

Motion to approve Water Board minutes for September 9th, 2013. Moved by Mitchell Race/Carl Korman 2nd. Motion carried 3-0-2. Harrington/Scoggins abstained.

- 3. Conflict of interest** - None recorded.
- 4. Announcements** - None recorded.
- 5. Public Comments** - None recorded.

6. FY15 Budget Review and approval

The Selectboard reviewed the proposed Water Department budget for the fiscal year 2015. The budget reflects total anticipated revenues and expenditures of \$137,966. The overall budget remains essentially level as compared to FY13 and FY14.

Karen Mellinger said the Shaftsbury Water Department oversees a distribution system for approximately 300 users.

The major sources of revenues for system operations include user fees paid by water users (\$7.50/1,000 gallons), annual maintenance fees (\$64/yr/user), and the 8% penalty assessed on late payments.

The projected operating expenses for FY15 are only \$28,123. The other system expenses are payment of \$60,000 per year to North Bennington (based on usage) and debt service payments, which include scheduled payments on two bond issues (North Bennington 1990 - \$21,520/yr; Shaftsbury 2009 - \$14,061/yr).

It was noted that a couple of increases were requested, which minimally affect the budget.

The budget includes a 3% increase in compensation (\$150/yr.) in compensation to be paid to the Water Department Bookkeeper, which results in a stipend of \$1,500/year. The budget reflects a 3% increase (\$180/yr.) in compensation to the Town Treasurer for a stipend of \$1,080 per year.

The Water Department building discussion included the estimated costs for a portable water pump and potential maintenance costs to the garage.

Joe Herrmann, Superintendent, reported the Department was working towards switching all of the existing water meters with brand new digital meters. New meters are providing more accurate readings.

Karen Mellinger reported there was no proposed capital improvement project to be implemented in the FY15 budget. However, Joe Herrmann has been researching the costs of replacing the baffles at the Twitchell Hill Pump Station. The pump station serves five (5) houses on Twitchell Hill.

Selectmen noted excess revenues of approximately \$14,000 is to be put into a Contingency Reserve Fund.

Carl Korman inquired about the line item which detailed expenditures for training, questioning the budget amount.

The Water Board concluded that there were no further issues with the water budget, and the Chair entertained a motion to approve the Water Department budget for fiscal year of 2015.

Motion to approve the Shaftsbury Water Department budget for the fiscal year 2015. Moved by Carl Korman/Ken Harrington 2nd. Motion carried unanimously 5-0-0.

7. Next Meeting Date

The Selectboard agreed to meet as the Water Board in late May or 1st Monday in June. Time to be announced.

8. Adjournment

Motion by Carl Korman to adjourn the Water Board meeting at 6:25PM. Ken Harrington seconded. Motion carried unanimously.

Submitted by,
Shawn Sterling