

Town of Proctor Selectboard Special Meeting
April 19, 2010
3:00 – 6:35 P.M.

Board Members Present

Rick Anderson, Chair
Bill Dritschilo
Susan Feenick
Lloyd Hughes
Dick Norris

Employees Present

Todd Blow, Chief Operator
Steffanie Bourque, Town Administrator
Vincent Gatti, Chief Engineer PVFD

Other Guests Present

Paul Brown
Paul Brown, Jr.
Ted Schaft
Kevin Smith, SVE Associates

Agenda Items

I. Call to Order

The meeting was called to order at 3:00 p.m. and began with a pledge of allegiance to the flag.

II. Proposed Pipe Improvements

The Selectboard reviewed the pipe projects proposed for bond/capital construction and construction by town crew. A copy of the Board's ranking of the projects is attached. Several pipe segments require exploratory excavation before a final decision is made. Todd Blow will prioritize the exploratory excavations. Blow indicated he had enough information from the Board's ranking of the projects for construction by the town crew to complete the 2010 work plan for the Water Department.

The Selectboard questioned Blow about a possible leak in the transmission main crossing Otter Creek. Blow explained the difficulty of being able to determine if the main is leaking without a visual inspection. The Board discussed possible options for addressing this possibility – 1) just have a diver inspect the pipe, 2) install riprap around the joint, 3) install riprap around the joint as well as some clamp to provide additional support to the flexible joint. Susan Feenick made the motion to task Todd Blow with obtaining estimates for the range of solutions discussed. The motion was seconded by Lloyd Hughes and unanimously approved.

III. East Side Storage Tank Size Alternatives

The Selectboard questioned Kevin Smith, Todd Blow, and Vincent Gatti on the pros/cons of storage tanks ranging in size from 500,000 to 900,000 gallons. Smith explained the position of the Water Supply Division and Rural Development regarding tank size. Smith, Blow, and Gatti recommended a 750,000 gallon volume for the new east side storage tank. Gatti noted he is willing to approve a tank smaller than 750,000 gallons with a commitment from the Selectboard to secure an alternate source (e.g., dry hydrant on Otter Creek) for fire purposes. Lloyd Hughes made the motion to proceed in designing a 750,000 gallon water storage tank on the east side with a contingency that a tank of this size is eligible for funding. The motion was seconded by Dick Norris and unanimously approved.

IV. Alternatives for Out-of-District Service Area

The Selectboard reviewed the cost comparison of the alternatives selected by the Board on March 24, 2010. Based on concern about the risks associated with a manual connection with the Pittsford water system, this option was eliminated from further consideration.

Kevin Smith explained recent communications with the Fish Hatchery in Chittenden and their potential role in the alternatives for the out-of-district service area.

Bill Dritschilo made the motion to select as the preferred solution for the out-of-district service area, pending input from the upcoming public hearing, an enhanced (i.e., automatic) connection of the Proctor and Pittsford water systems with service to extend past Route 7 to approximately the Adams/Oxbow Road intersection combined with a financial contribution toward the installation of individual wells at the remaining 19 customers at a total estimated project cost not-to-exceed \$250,000. The motion was seconded by Susan Feenick and unanimously approved.

V. Summary of Estimated Total Project Costs to Date

Lloyd Hughes made the motion to approve a maximum of \$6.7 million worth of bonded capital improvements to the public drinking water system to achieve compliance with Federal and State regulatory requirements. The motion was seconded by Dick Norris and unanimously approved.

The project scope and estimated project costs to be bonded are summarized here:

Project Element	Estimated Project Cost as of April 19, 2010
Enhancements at Field Street Well, including onsite generator	\$789,660
Water storage (750,000 gallon east side tank and 33,300 gallon Bluff Street tank) and distribution system improvements, including Town Road	\$2,871,233
East side distribution piping (Wright A)	\$770,000
Other piping improvements	\$1,208,250
Meters	\$825,000
Out-of-District Service Area	\$250,000
Total	\$6,714,143

This estimated total project cost is consistent with the figure previously provided to the funding agencies and is expected to qualify for a 45% grant from the Rural Development Program. The estimate for the other piping improvements is subject to reduction based on the findings of the exploratory excavations and the estimate for the meters is subject to reduction based on the preferred solution for the out-of-district service area.

VI. Next Steps

The Selectboard agreed the next steps include 1) communications with Paul Kulig, representatives from Pittsford, the Water Supply Division and Rural Development Program and 2) scheduling the public hearing for the out-of-district alternatives.

VII. Contractual Matters

Kevin Smith announced his intentions to assume the operation of SVE Associates’ Rutland office. Near the end of April, the office under Smith’s ownership will transition to Marble Valley Engineering, P.C. Dick Norris made the motion to continue receiving engineering services from Kevin Smith and Marble Valley Engineering. The motion was seconded by Lloyd Hughes and unanimously approved.

VIII. Adjourn

Bill Dritschilo made the motion at 6:35 p.m. to adjourn the April 19, 2010 special meeting of the Selectboard. The motion was seconded by Lloyd Hughes and unanimously approved.