

VILLAGE OF LYNDONVILLE  
TRUSTEES MINUTES

January 29, 2018

6:00 PM

Trustees

Ron Aiken  
Chris Hunter  
Doug Conly  
Susan Mills  
Heather Bollman

Press

LSC News 7

Public

Kerry O'Brien  
Nate Pion  
Justin Smith  
Jason Booth  
Joe Dauphin  
Steve Gray

1. Ron Aiken called the meeting to order at 6:00 PM.
2. Adjustments to the Agenda: There were no additions to the Agenda.
3. Minutes: Susan Mills made a motion to approve the minutes from January 15<sup>th</sup>, 2018. Chris Hunter seconded, and the motion carried 5-0.
4. Orders: The Board signed the orders for weeks 4-5.
5. Aldrich and Elliott Long Range Plan & Hydraulic Analysis Presentation: Nate Pion and Jason Booth were both present from Aldrich & Elliott Engineering to present findings from the Hydraulic Analysis and Long Range Plan that they put together with the help of the Public Works Supervisor, Joe Dauphin & Municipal Administrator, Justin Smith. Nate Pion briefed the Board on what these processes provide for information and planning. The plan looks for weaknesses in the system, a capitol plan, a short term, intermediate, and long term strategy for improvements to the system. Mr. Pion highlighted three areas that the Trustees should begin thinking about with regard to the water system: 1. The Village needs a hydrant replacement plan in place. They recommend that the Village begin replacing five hydrants per year in order to replace all hydrants that we own in a rotating cycle of 40 years, which is the industry standard expected useful life of a hydrant. Justin Smith said that this process was in place and would begin this next year. 2. Replace the main water transmission line to the vail pump station and reservoir. This line is currently fed cross country and under the interstate, the only known location is where it crosses the interstate. It is the only line which feeds from the Finney Hill reservoir to the Vail Reservoir, which serves the west side of town. Relocation of the line along College Road would make sense from an accessibility standpoint, as well as its proximity to the pump station which is located just off from College Road. This project would also include replacement of the water main from the Vail Pump Station to the Vail Reservoir, as well as replacing the lines within the Speedwell development. 3. Identify smaller projects that might be feasible when larger more costly projects are not possible. The thought of looking into wells for the users at the ends of the South Wheelock waterline and the Gilman Road waterline were laid out as examples. We currently have 10,000 linear feet of waterline that serves only 12 residents on South Wheelock Road and 7,000 linear feet of line that serves 7 resident and a farm on Gilman Road. Both of these lines are in need of replacement. The Village could look at doing a couple of wells each year as opposed to replacing large lengths of water line that the system will never recoup the costs on given the limited number of users. The last recommendation from Aldrich and Elliott was to consider submitting a Drinking Water State Revolving Fund application so that preliminary engineering could be done on the Vail water transmission line project. The application is a place holder only with no commitment. The Trustees will need to decide by their next meeting whether they wish to apply.
6. Cherry Lane Water Project: Justin Smith noted that this project was in step with the conversation regarding the potential of discontinuing water lines that serve limited customers. The Village crew fixed a waterline break on Cherry Lane the previous week. While completing the work it was determined that the line feeding two houses on Cherry Lane would need to be replaced when the weather improves. The

replacement would require 900' of waterline through a swamp. Any waterline project involving more than 500' of line requires engineering to be done, along with the necessary State permits. In addition, the Public Works Department would have to shut the water off to consumers while the work was being completed. The estimate for this project would be \$20,000. The alternative to this project would be to discuss with the landowners the potential to drill them each an artisan well. The price to drill two wells was estimated at approximately \$14,000. Mr. Smith said he needs to know which direction the Board would like to take for budgeting purposes by the next meeting. The budget needs final approval on February 12, 2018. Nate Pion confirmed that these two locations would be two of the twelve residents that are on the 10,000 linear feet of line mentioned previously.

7. Stormwater Master Plan: Kerry O'Brien, Caledonia County Natural Resources Conservation District came to present two Stormwater projects that she hoped the Village would participate in with in-kind matches. She is currently in the planning stage for both projects and does not have a set cost for the implementation of either project. The first project is on High Street and involves the retention area that sits in the gully between Pinehurst, High, and East Streets. The Village has had to invest a significant amount of money to stabilize this retention area in the past. NRCD plans to use grant money to develop a plan for stabilizing the area. She is requesting a commitment of in-kind services from the Village such as digging and easement acquisition if necessary. The second location is on South Prospect Street and involves a catch basin that daylights to a gully that is experiencing erosion issues. NRCD is once again looking for the Village's participation with an in-kind match which would likely again include exploratory digging to examine the soils to see if other drainage options might be more suitable than a catch basin and day-lighted pipe. Mr. Smith said that these are both issues that the Village will need to address anyway, if there is an opportunity to participate in a project to find a solution it is probably worthwhile. Ms. O'Brien is going to look into other sources to speed the South Prospect Street project along since the issue is a growing concern.

8. Band Stand Park Approval:

1. Chris Hunter made a motion to grant the Downtown Revitalization Committee its request to hold a moon glow lantern walk on Thursday March 1, 2018 from 6-7PM. Heather Bollman seconded, and the motion carried 5-0.

2. Chris Hunter made a motion to approve H.O.P.E.'s fifth annual color run. The same conditions will be required from last year's event Maple Street will be closed during the event, all trash and other items will be removed from the park on the day of the event, if porta toilets are placed in the park for the event they will be removed Sunday or Monday morning at the latest, and finally all color stations will be set up off public sidewalks and away from vehicular traffic. Susan Mills seconded, and the motion carried 5-0.

3. Chris Hunter made a motion to approve four Chamber of Commerce events within Bandstand Park.

A. Snow sculpture contest February 22, 2018: Conditions: Snow must be piled by hand there will be no use of mechanized equipment to pile snow or drive snow onto the site.

B. Easter Egg Hunt March 31<sup>st</sup>, 2018: Conditions: All trash associated with the event must be removed from the park immediately following the event.

C. Stars & Stripes July 21<sup>st</sup>, 2018: Conditions: **1.** All trash must be removed from the premises at the end of the event. **2.** All businesses which will be affected by the closing of streets due to the parade need to be notified **at least one month** in advance of the date and times in which they will be affected. Please coordinate with Jack Harris on where the streets will be closed to ensure that ALL businesses which will be affected are contacted. **3.** Portable toilets will be removed from the Park at the earliest possible convenience preferably Sunday, if not Monday morning.

D. Trunk or Treat October 31<sup>st</sup>, 2018 4-8PM: Conditions: **1.** Coordinate with Chief Harris on the closure of Maple Street. **2.** Please make sure that all trash is removed from the Park after the event (this was an issue last year).

Doug Conly seconded the four events with the stated conditions. The motion carried 5-0.

9. Budget Discussion:

A. Water Budget: Chris Hunter made a motion to approve the Water Fund Budget with expenditures of \$755,554. Ron Aiken seconded, and the motion carried 5-0. The proposed water rates were presented to the Board for approval with the ERU base rate at \$61.00 and the usage rate at \$1.28 per 1,000 gallons used effective 2/1/2018. Chris Hunter made a motion to approve the water rates. Doug Conly seconded, and the motion carried 5-0.

B. General Fund: Justin Smith gave the Trustees the preliminary numbers on the general fund budget. He said that the budget would need to be set by the next meeting on February 12, 2018 with a new plow truck in the budget and no money taken from savings, the amount needing to be raised in taxes was up \$130,000+/- over last year. The key points to consider were whether the Village could afford to purchase a new plow truck outright and whether the Board wished to pull any money from savings to offset the costs.

10. Other: Steve Gray asked when Coin Drop reminder letters would be going out. Justin Smith informed him they would be going out within the week.

11. Executive Session- Personnel:

Chris Hunter made a motion to enter executive session at with the Municipal Administrator at 8:05 PM to discuss a disciplinary action under the provisions of 1 V.S.A., § 313(a) (4) of the Vermont Statutes. Heather Bollman seconded, and the motion carried 5-0.

Chris Hunter made a motion to come out of Executive session at 8:14 PM. Heather Bollman seconded, and the motion carried 5-0.

No Action was taken

The meeting was adjourned at 8:15 PM.