

**TRI-TOWN JOINT REVIEW COMMITTEE  
MEETING MINUTES**

Thursday, December 13, 2017  
8:00 AM – 9:30 AM

**Wastewater Treatment Facility  
Conference Room – Admin Building**

In attendance: Dennis Lutz, Aaron Martin, Bruce Hoar, Jeff Carr, Jim Jutras, Lauren Morrisseau

**Minutes:** Approve minutes of the December 15, 2016 meeting on a motion by Dennis L, second by Jeff C and Bruce H, approved unanimously.

**FYE 2019 Budget:**

The overall budget was presented with discussion about some adjustments to come based on property and workman's compensation insurance rate adjustments. There was additional discussion about ability to absorb any increases or unexpected overages due to increased mechanical maintenance costs. Staff will redistribute the budget with any adjustments after the Trustee Budget day scheduled December 20. Staff will also distribute a Cost allocation summary of Village Administration charges that are part of the Contractual Services expense. Jeff C made a motion to accept the budget as further amended with technical changes. Second by Dennis L with unanimous approval.

**FYE 2017 Draft Financial Reconciliation and "Dry Day" fund:**

Yearend financial data was presented showing the amounts in reserve for each participating community. There was general discussion on how those reserves would be managed by each community. Consensus was to finalize the Dry Day fund memo to each board and include the Tri Town amendment incorporating the recent sale of capacity from the Village to Williston. The Boards can then act on both items in one meeting. This is a high priority due to discussion of surplus funds during recent municipal audits.

**Lake Champlain Phosphorus TMDL (LCTMDL):** While updating compliance efforts for the anticipated LCTMDL permit conditions, discussion focused on consolidation of some control efforts when they make sense. Items include a universal base ordinance with LCTMDL factors in consideration, review of current flow, organic load and phosphorus load/recycle and its impact on compliance, future considerations of other process dynamics and increasing environmental litigation and its impact on future planning. It was decided to roll many of these items into the pending 20 year capital plan RFP and include this in one study for evaluation. The RFP shall include a section to determine impact costs, rate design, longer term financial analysis as well as risk analysis of key recommendations on process, capital investment. We shall also require recommended next steps and an estimated time line if we fail to comply with the Phosphorus control requirements of the permit.

**Intermunicipal Connections:** Discussion about the recent municipal interconnection at Upper Main Street project intermunicipal connection led to an agreement to have the Village Attorney review the intermunicipal connection provisions of the Three Party Agreement on Sewage Treatment and recommend any improvements to prevent any Board from allowing such interconnection from readily occurring by precedent.

James Jutras, Water Quality Superintendent