

Meeting Minutes for
Wednesday, May 15, 2024
November Regular Meeting:

In Janine's absence, Commissioner Ken Mirvis called the meeting to order at 6:35 PM. All Board Members except Tim Olver, Janine Banks, and Michael Inners, all of whom were excused. SOS Operators Warren Steadman and Joe Danis were present.

Additions to the Agenda

- Ken added an update from the Cybersecurity subcommittee

April Minutes

- Commissioners had not received a copy of the April minutes, so approval was tabled until the June meeting.
- Operator's Report
 - The turbidimeter that had been sent out for repair has been returned and installed, and it is working properly.
 - When Joe ordered new meters, he discovered that the price had dropped from \$375 per meter to \$305 per meter, saving \$3,000 on the order. Joe attributes to a decline in their inventory stemming from the end of Covid.
 - Warren commented that the operators have been busy, but nothing has been unusual.
 - Joe has sprayed around the blow-off valves to control the proliferating poison ivy and parsnip. Joe and Warren estimate that the system has 75 – 80 blow-off valves.
- Engineer's Report
 - Michael sent out a list of 89 members of who have not responded to the lead service survey. Court will remind Michael that we have a number of forms in hand to be picked up.
 - Court noted that 4 Tebeau Terrace just sold but there has not yet been a final reading. He will bring that up to Michael

Treasurer's Report

- Michael and Warren reviewed the budget worksheet, and we are about where we should be for this time of year.

- Payments on our new bond will new begin until work on the pipeline replacement is complete, which will be in the fall of 2026. As a result, in 2025, we will not be paying approximately \$150,000 in bond payments. Joe recommends that we use this money to purchase water meters. Joe also noted that SOS will charge a per-meter installation fee for all meters in excess of 60 per year, and he thinks that too would be money well spent so the meter replacement does not drag on for ten years. The installation charges could come from the reserve fund.
- Old Business
 - IT Subcommittee Update

The committee met at the plant. We received one cost estimate/proposal that was very hard to interpret. Thus, the committee developed an RFP and will send it out to three potential IT vendors following Board discussion. Kevin emphasized the importance of being up-to-date on our security. Upon hiring a vendor, we need to be sure that the 11 items required by insurance are met. Ken thought that the subcommittee should have three proposals in hand to review before the next meeting.
 - The board recommends that Tim and Michael connect around the domain name and webpage update.

Court moved to adjourn. Ted seconded. Meeting adjourned at 7:15

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Minutes compiled by Ken Mirvis in the absence of Tim Olver.