

## WAITSFIELD WATER COMMISSION 2015 Report

The Water Commission changed its meeting time to the second Thursday of the month at 5:30pm at the Waitsfield Town Office. Citizens are encouraged to contact Town Administrator Valerie Capels to confirm meeting dates or to have a matter placed on the agenda. Meetings are open to the public and citizens are encouraged to attend.

The five member Water Commission was formed late in the 2012 and is the official entity responsible for the operation of and policy-setting for the water system. This past year Scott Kingsbury and Ted Tremper left the Commission. It is comprised now of the following members: Darryl Forrest (Chair), Peter Reynells (Vice Chair), Bill Parker, Jack Himmelsbach, and Logan Cooke.

The water system serves 107 properties and provides fire protection to the community with 27 fire hydrants located along the transmission main.

**Budget.** The Water Commission is making a deliberate effort to build up the water system's reserve account to ensure we will have resources for capital expenses or sudden repairs. A separate reserve fund specifically for emergencies was established in July 2015 and the \$33,677 reimbursement we received from USDA Rural Development related to the water system construction was deposited to it.

**Rates.** Water rates remained stable this past year and no changes are currently proposed with the FY2017 budget. A subcommittee was formed recently to explore an alternative rate structure based on water usage.

**Water Ordinance.** The Waitsfield Water Ordinance requires that its provisions be evaluated at least every five years "... to assess their continued applicability and appropriateness; to consider any recommendations proposed for their improvement; and to determine what changes, if any, are advisable due to advances in technical methods or processes of potable water treatment, storage, and transmission to the Town." May 9, 2016 will mark the fifth year and efforts are under way to fully review the provisions of the ordinance. Any changes to the

ordinance or to the rate structure will require notice to rate payers and a public hearing.

The Water Commission wishes to thank Treasurer Kellee Mazer for all her support with billing and accounts management and Town Administrator Valerie Capels for her work with the Commission. Respectfully submitted,

Darryl Forrest, Chair  
Peter Reynells, V. Chair  
Logan Cooke  
Jack Himmelsbach  
William Parker



Water Operator Nate Fredericks conducting hydrant maintenance.

Photo: V. Capels

Waitsfield Community Water System Annual Operating Budget  
2015 - FY2017

	Actual July 2014 - June 2015	Approved July 2015 - June 2016	Projected July 2015 - June 2016	Proposed July 2016 - June 2017
No of ERUs Debt Service	228.36	235.21	228.36	235.21
No of ERUs Debt Service & O&M	205.55	210.94	205.55	211.72

<b>ANNUAL REVENUE</b>				
Connection Fees (See Note 1.)	0	-	-	-
Water User Fees - Debt Service	150,163	132,996	140,000	132,996
Water User Fees - O&M	41,104	51,757	50,000	44,065
Water User Fees - Additional Water \$6 per 1,000	15,474	8,240	8,500	8,755
Special Charges			100	100
Accounts Receivable				-
Interest Received		36	5	5
Miscellaneous Revenue			33,677	
<b>TOTAL REVENUE</b>	<b>206,742</b>	<b>192,993</b>	<b>232,282</b>	<b>185,816</b>

<b>ANNUAL DEBT SERVICE</b>				
USDA Rural Development Loan, due 03/17, 09/17	124,720	124,720	124,720	124,720
USDA Rural Development Loan, due 11/21, 05/21	8,276	8,276	8,276	8,276
<b>TOTAL DEBT SERVICE</b>	<b>132,996</b>	<b>132,996</b>	<b>132,996</b>	<b>132,996</b>

<b>ANNUAL OPERATION &amp; MAINTENANCE</b>				
Accounting	0	1,030	1,000	1,000
Advertising (public notices)	125	412	400	400
Repairs, Maintenance and Materials	10,714	7,000	7,000	7,000
Chemicals	33	100	50	100
Dues & Fees	0	273	265	265
Education/Training	1,031	1,545	1,000	1,000
Engineering Services	3,144	2,575	2,500	2,575
Electricity	1,942	2,575	2,400	2,400
Propane	400	515	400	400
Insurance	519	1,000	1,000	1,000
Legal	0	500	500	500
Billing - Payment to Treasurer	1,500	1,545	1,545	1,500
Office Expense/Misc. Admin/Supplies/Postage	938	1,030	1,000	1,000
Water Operator - Contract	15,550	17,696	17,160	17,675
Water Operator - Additional Services	0	2,060	750	750
Permit-Licenses	4,629	2,781	2,700	2,700
Telephone/cell service for control system	1,127	1,545	1,500	1,500
Water Tests	475	1,030	700	800
Miscellaneous	3,995	1,545	1,500	1,500
<b>Total Operation and Maintenance Expenses</b>	<b>\$46,122</b>	<b>\$46,757</b>	<b>\$43,370</b>	<b>\$44,065</b>

Water System Debt Service Reserve/O&M Contingency 7.5 - 10% (See Note 2.)	570	5,000	33,677	5,000
<b>TOTAL EXPENSES</b>	<b>\$179,688</b>	<b>\$184,753</b>	<b>\$210,043</b>	<b>\$182,061</b>
<b>FUND BALANCE</b>	<b>27,054</b>	<b>8,240</b>	<b>22,239</b>	<b>3,755</b>
<b>Allocation to Reserve Account</b>	<b>\$27,054</b>	<b>\$8,240</b>	<b>\$22,239</b>	<b>\$3,755</b>

Debt Service	\$600.00	\$565.43	\$582.40	\$565.43
O&M	\$200.00	\$221.66	\$210.99	\$208.13
<b>Annual Water Fees/Total ERUs</b>	<b>\$800.00</b>	<b>\$812.40</b>	<b>\$793.39</b>	<b>\$773.56</b>

Notes: 1. New connection fees will be deposited directly in the Wat Reserve Account,

2. A reimbursement from USDA Rural Development was de the Water Reserve Fund in FY2015.

Rate Set by Water Commission

Debt Service	\$600.00	\$600.00	\$600.00	\$600.00
O&M	\$200.00	\$200.00	\$200.00	\$200.00
<b>TOTAL</b>	<b>\$800.00</b>	<b>\$800.00</b>	<b>\$800.00</b>	<b>\$800.00</b>