

**Joint Meeting of the Water & Sewer Commission  
And the Electric Utility Commission  
Meeting Minutes, June 6, 2022**

**Roll Call:** Steve Fitzhugh, Dennis Donahue, John Stevens, Charlie Morse. Others present: Town Manager Jeff Schulz.

The meeting started at 6:30 PM.

**Minutes from Previous Meeting**

Motion by Charlie Morse, seconded by Dennis Donahue, to approve the minutes of the April 4, 2022 meeting. **Motion passed 4-0.**

**Meeting of the Electric Commission**

**Northfield FY 22/23 Electric Budget**

Jeff Schulz stated that VPPSA has provided the needed purchase power numbers and other information to allow for the completion of the draft FY 22/23 electric budget. Jeff added that the revenues in the draft budget are showing a 2.9% increase and that the primary source of the added revenue is from \$277,000 in the use of surplus funds. The sales revenues are increasing by \$9,640 and the miscellaneous revenue is increasing by \$32,220.

The total electric budget expenditures are increasing by \$200,660 (4.8%). The purchase power expenses are increasing by \$106,410 (3.3%). Administrative costs are increasing 7% due to wage costs which for non-management employees is set by union contract. The outside services expenditures are increasing by \$101,440 (48%) due primarily to increased costs of renewal energy regulatory costs. We reduced the tree timing budget by \$15,000 (down to \$30,000) due to the Electric Department's tree trimming progress over the past several years.

The Commissioners discussed the electric budget and agreed that the budget as proposed is reasonable and appropriate. Motion by Charlie Morse, seconded by Dennis Donahue, to approve the FY 22/23 Electric Budget. **Motion passed 4-0.**

**Electric Budget Status Report**

Jeff Schulz stated that current electric budget is doing well with both revenue and expenditure at or below budgeted amounts. The revenues are exceeding the budget

estimates by 4%, and the expenditures are well below the budgeted amount at 74% at the 91% point in the year

### **Other Business**

Steve Fitzhugh noted that the Bone Hill Solar developer has its financing in place and plan to power up the project on June 16.

DeLorean Power System is still developing their plans for the battery storage unit on King Street next to the substation. DeLorean is currently seeking requests for bids for the system impact study.

### **Water Sewer Commission**

#### **Water Sewer Budget Status Reports**

Jeff noted that the water budget revenue estimates are on track at 90% for the period ending May 31. The total water sales are in line with estimates with the residential usage exceeding estimates by 6%. The non-residential sales continue to be down and are 10 % below estimates. The water budget expenditures are below budget at 87% spent for the period ending May 31.

The sewer budget is on a similar track as water with the revenues exceeding estimates and the expenditures at or below budget.

#### **Northfield Water & Sewer Department Upcoming Projects**

Jeff noted that the Main Street Stormwater Abatement and CSO elimination project is scheduled to start July 6 with the contractor starting on the Main Street section of pipe. The line on Main Street will be located two to three feet from the edge of road on the Northeasterly side of the road which should allow the contractor to maintain two-way traffic for much of the project.

The required planning phase for the Main Street water line and the reservoir replacement project is complete and the engineer is beginning the engineering phase. The engineer anticipates completing the project engineering phase by February.

Motion by Charlie Morse, second by Steve Fitzhugh to adjourn the Joint Meeting of the Electric and the Water/Sewer Commission. **Motion passed 4-0.**

Jeff Schulz, Town Manager