WATERVILLE ESTATES VILLAGE DISTRICT

October 12,, 2020 APPROVEDEMERGENCY MEETING MINUTES

Approved as presented on 07/23/2021.

Attendees: Judy Kinney, Matt Smith, John Herlihy, Sean Tole, Gerry Panuczak

Guests: Stan Bujalski, Denise Bujalski, Bob McLeod, Mike Hering, Terry Bennett, Loren Bennett, Bob Miller, Melinda Miller, Henry Szalajka, Lev Zarakovich, Bob Waters, Tricia Waters, Jaime Oldmixon, John Cox, Nicole Cox, Judy Ryan, Ryan Timms, Pam Murphy, Clair Denton, Anthony Patti

Call to Order: Mr. Herlihy called the meeting to order at 4:03 PM.

Incident Review: Mr. Herlihy provided an update on the recent water outage. The main tank and two other tanks emptied and a majority of lines in the community were isolated except Richardson Trail. The tanks did not replenish so Richardson Trail was isolated and then the tanks could fill. The valve on Rishardson Trail was damaged which slowed the process. There is a leak on Richardson that we still have not been able to find, but the rest of community has water restored. The incident began on Friday morning. Discussion took place about the challenges of troubleshooting the issue with the telemetry system and user login limitations.

Communication and Emergency Plan: Mr. Herlihy indicated that we had been communicating to the community but needed to do so with a common message. Mr. Panuczak indicated we had a Public Water System Emergency Plan Guide to follow and that we needed to decide what forum(s) to communicate via and who the point person should be. He suggested that commissioners should not be engaging on social media. There was general discussion about other communication media options like texts. Mr. Herlihy suggested that the Chair should be the point person and it was moved, seconded and passed unanimously. Mr. Panuczak indicated he would work with Ms. Kinney on adding a communication section to the emergency plan. Mr. Hering indicated there were reports on a very greem spot of grass in a sunken area that might indicate where the leak was.

Hospitality Measures: Mr. Herlihy suggested opening the rec center for emergency use of showers. Discussion took place about hours of operation and limiting the number of people in a room at the same time. Mr. Panuczak had contacted the Red Cross, but they only assist in a true emergency and a water outage does not qualify. They could help distribute water, but WEVD would have to supply the water. He will talk to the Town of Campton to find out if they have any plans or arrangements for water supply. Use of the tap on the back of the rec center was discussed, but it was emphasized that the water should be considered non-potable. There is a boil order in effect until further notice.

Outcome: The state of the telemetry system was discussed. Mr. Smith recommended against upgrading the system and instead seeking three quotes for a new system. Mr. Bertino asked for clarification on the chain of events. Mr. Herlihy provided detail including that the Richardson Trail valve damage was the result of being

struck by the plow truck. Mr. Panuczak said the emergency plan needs improvement as Commissioner Herlihy only had one accountability, the water system operator had 14 accountabilities, and with the system operator out of town, the plan had no provisions for someone else to assume those accountabilities. Further, we need to follow the plan as it calls for notification of local and state officials/entities. The plan indicates that the plan should be kept in several locations and on the web site, but it is unclear whether that is followed. Ms. Kinney said she something prepared for the state but needed a commissioners signature. There was discussion with a resident about where the water lines run, how homes, are connected, and who had responsibility for what valves. Mr. Herlihy asked if anyone thought anything more needed to be done but there was no additional feedback.

Adjournment: Mr. Herlihy motioned to adjourn, Mr. Tole seconded and adjournment passed unanimously at 4:45AM.

(a), Mr. Panuczak seconded and the motion passed at 10:27 AM by unanimous roll call vote. Non-public session was entered at 10:40 AM. Mr. C. Smith was present in non-public session.

Resumption of Public Session: Mr. Panuczak motioned to re-enter public session, Ms. Patti seconded and the motion passed unanimously by roll call vote at 12:04 PM. Public session was entered at 12:05 PM. The non- public session minutes were sealed by a motion from Mr. Panuczak, a second by Ms. Patti, as divulgence of the minutes would adversely affect the reputation of someone other than a Commissioner. The motion passed by unanimous roll call vote

Adjournment: Mr. Panuczak motioned to adjourn the meeting, Ms. Patti seconded, and the motion passed unanimously by roll call vote at 12:08 PM.