

# South Alburgh Fire District # 2 (SAFD2)

## Phase 2 Expansion

Public Update

Alburgh Fire Station

July 19, 2022 @ 6:30pm

### AGENDA:

1. Team
2. History
3. Status & Schedule
4. Easements (ROW)
5. Customer Hook-up & Guidelines
6. Suppliers, Contractors (invited) & Guidelines
7. Need for Volunteers (HELP)

Please HOLD all questions until end of presentation!

Web Site: <http://www.safd2.org/>

eMail: [safd2committee@gmail.com](mailto:safd2committee@gmail.com)

# 1. SAFD2 Team...



**John, BOD\*  
President**



**Tony, BOD\*  
Member**



**Danielle  
Town/Admin**



**Mallory \*  
Phase 2 PM**



**Jason, Plant  
Superintendent**

**Alton, BOD\*  
Member**

**Dick  
Treasurer**

**Galen, D&K  
Engineer PM**

**Russell  
Town Roads**

**Paul  
Advisor**



**Volunteers:  
POT/CVE Meeting 7/16/22  
Tom  
Charlie  
Elliott  
Many, many more...**

**\* Voting Member of SAFD2 Prudential Committee.**

## **2. Project History**

**SAFD2 is a completely independent, not for profit public utility**

**Our goal is to deliver clean, high quality village water to as many SAFD2 residents...  
...as possible, as quickly as possible at the lowest possible cost.**

**We are a group volunteers & typically spend between 3 & 30 hours/month “working”**

### **Phase 1:**

**Was completed in 2014 & serves West Shore Road down to Golf Course**

**Began operation with 49 Customers & is currently up to ~70 (~57% total)**

**Is about 24,450' long & cost ~\$2.5M to build**

**Was designed & construction overseen by Phelps Engineering**

**Phelps Engineering no longer exists (“defunct”)**

**Phase 1 water bill runs about \$1100/year (\$90/mo is typical)**

**Phase 1 Customers are “happy”...**

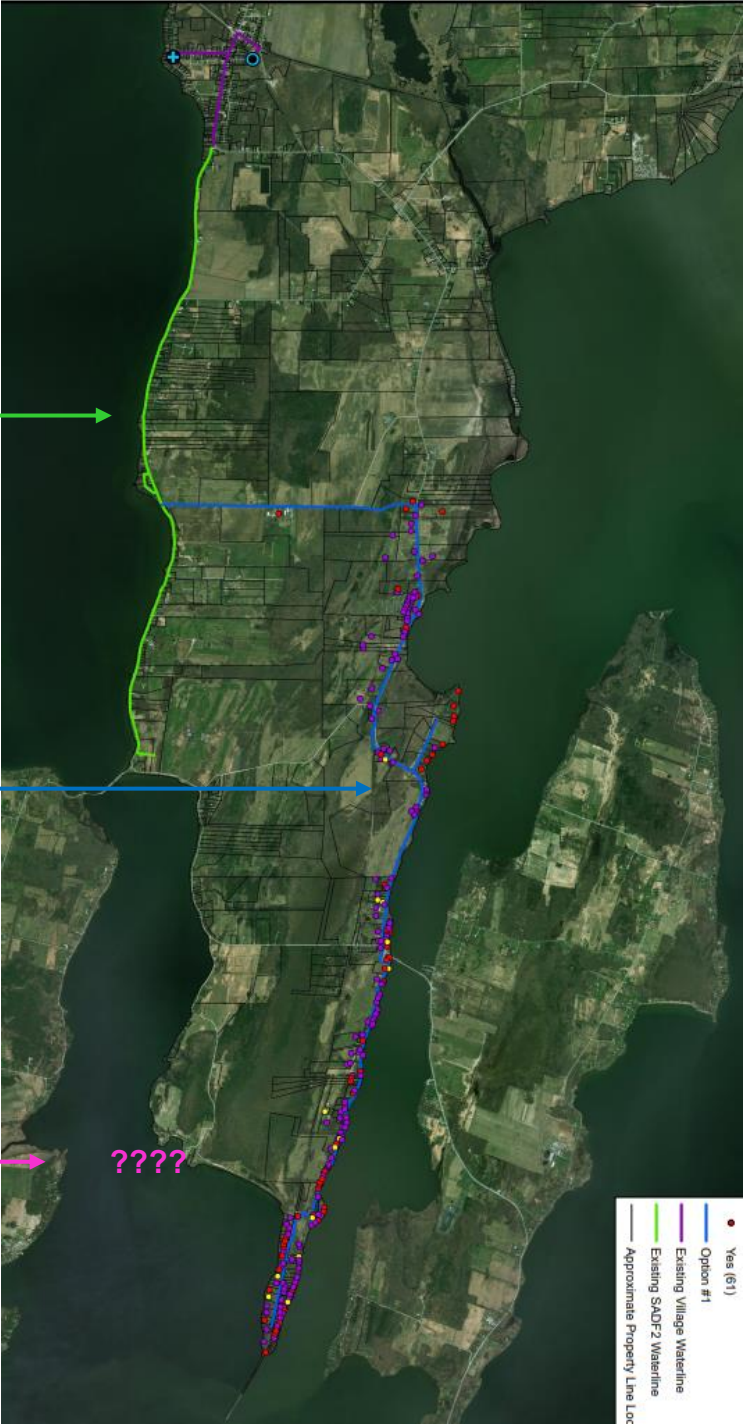
**SAFD2 was able to recover design & engineering documents from Phelps Engineering**

SAFD2 Phase 2, Option 1 (Middle Road)

Phase 1 (2014)

Phase 2 (2023 projected)

Phase 3 (20XX anticipate)



### 3. Project Status

#### Phase 2:

Conceived of under original plans “worked” by Phelps Engineering...

A new engineering firm was contracted to explore options ~2016 (under \$30K grant)

Dubois & King completed a comprehensive Basis of Design Report, August 2018

Report specified TWO build options:

Option	Route	Length	ERU's *	Cost	Comments
1	Middle Road (Rt.2)	42K'	95	\$4.3M	Conventional construction
2	The Swamp (Rt.129)	37K'	94	\$4.8M	<u>Risks:</u> ledge, route & dir. bore

SADF2 Board of Directory's voted unanimously to build Option 1: Middle Road

D&K has done an outstanding job resurrecting work done by Phelps Engineering

Significant COST & TIME savings were realized by reusing prior design & engineering work

Where able, D&K has maintained the original “alignment” to expedite completion

Phase 2 Middle Road design has been approved by all required Local, State & Federal regulators

NO DESIGN changes possible (would require reapproval & long delays)

Was fully funded to the 2018 cost estimates, Inflation risks – additional funding TBD

Need about 85 signed customers to proceed (on track)

Goal: one rate for SAFD2, ~\$90/mo (~80% fixed, capital)

Grant: ~\$2.2M (~46% of original projected construction cost)

Anticipate further expansion: Phase 3: Route, funding & interest TBD (typically starts w/grant)

Current FOCUS on obtaining Easements (ROW) for entire route – **76 required**

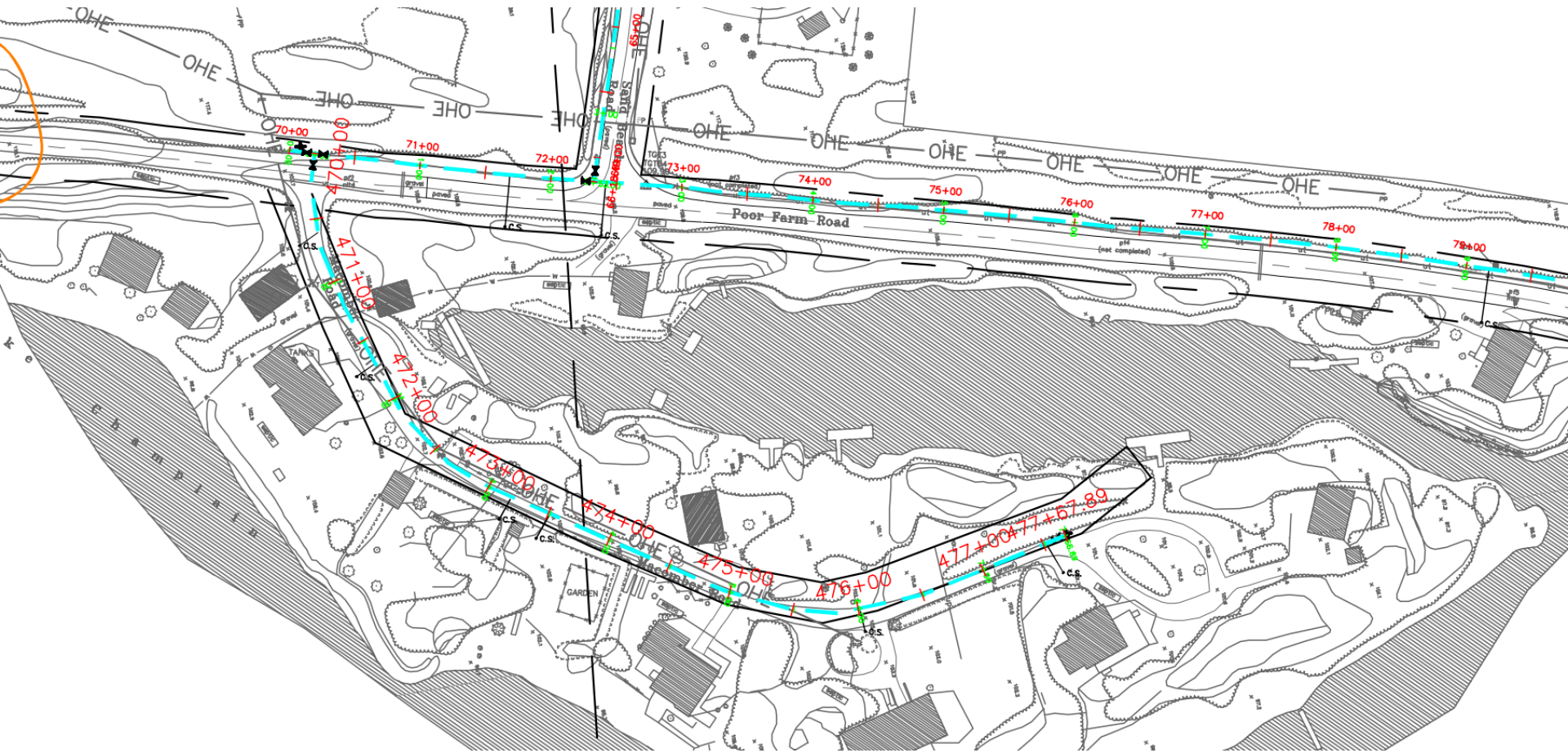
We must have all Easements/ROW's PRIOR to going out for bids (critical path)

Defined business process & hired part-time **Project Manager: Mallory**

**We need volunteers...please eMail us if you can help.**



Phase 2, Alignment (typical)...lots of DETAIL...



### 3. Project Status

#### Schedule:

<u>Task</u>	<u>Target</u>	<u>Owner</u>	<u>Status</u>
1. Complete design (90%)	D & K	July 2022	On target
2. Obtain all ROW's	SAFD2 & Volunteers	August, 2022	Working, need HELP
3. Complete Approval	D & K	September, 2022	TBD, funding questions
4. Request for Bids	D & K	October, 2022	Multiple contractors
5. Review Bids, select	D & K / SAFD2	January, 2023	Joint responsibility
6. Award Contract	D & K	March, 2023	Close service line contracts
7. Complete Engineering	D & K	April, 2023	START construction
8. Complete Construction	TBD / D & K oversee	November, 2023	Customers finish service lines

\* Schedule has multiple dependencies (could change).

## 4. Easements (ROW) – Business:

### Process

1. Validate each easement and create exhibit (Mallory)
2. Validate name(s) of property owners for each easement (Mallory)
3. Generate customer contact form (Mallory)
4. Generate easement forms for each property (Mallory)
5. Determine contact person for each property (Board)
6. Talk with property owner about easement and collect any missing contact information (SAFD2 Contact)
7. Set up a time with Mallory to get the form signed and notarized (SAFD 2 Contact)
8. Get easement forms signed and notarized together (Mallory and SAFD2 Contact)
9. Make a copy of the easement forms and return to property owner (Mallory)
10. Record with town (Mallory)
11. Add forms to binder (Mallory)

### Packet Contents

1. Customer Contact Sheet- all of the information on file for this customer- please verify and add any missing information. At the bottom of this sheet is a checklist of the process. There will also be a note if this customer has already paid.
2. Easement Form- the property information is filled out and the exhibit is stapled to the back.
3. Water Service Agreement- OPTIONAL if the property owner is interested. This is only included if the property owner has not already signed up.

### Scheduling with Mallory

- [movitt@gmail.com](mailto:movitt@gmail.com)
- (802) 782-7893

**Note:** The typical ROW is:  
Permanent: +/- 10' (20' wide)  
Temporary: +/- 20' (40' wide)



## 4. Easements (ROW) – Form:

MA006

Parcel No. \_\_\_\_\_

### EASEMENT

FOR GOOD AND VALUABLE CONSIDERATION, the undersigned (hereinafter "GRANTOR") hereby grant to South Alburgh Fire District No. 2 (hereinafter "GRANTEE"), and its successors and assigns, a permanent and a temporary construction easement to enter upon the property of the GRANTOR located at \_\_\_\_\_ in the Town of Alburgh, Vermont, for the purpose of installing, constructing, repairing, replacing, inspecting and maintaining pipes, lines, mains and appurtenances incident to a public water supply and distribution system. The location of said easements shall be as laid, and as generally shown on a plan entitled "PHASE II WATER SYSTEM EXPANSION PROJECT EASEMENTS", sheet number "\_\_\_", dated \_\_\_\_\_, which is incorporated herein by reference.

Said permanent easement shall be twenty (20) feet in width at all points as depicted on the above-referenced plan, the centerline of which shall be the as constructed water main. Any deviation between the location of the centerline of said permanent easement as shown on said plan and the actual location of said water line as constructed shall be resolved in favor of the constructed location. GRANTEE shall have a temporary construction easement adjacent to the above-described permanent easement during periods of construction, for the purposes of personnel, machinery, and equipment constructing and accessing the GRANTOR'S land. Said temporary construction shall terminate upon the completion of the water line project.

By its acceptance of these presents, GRANTEE, for itself and its agents, officials, contractors and employees, agrees to exercise due care and diligence in constructing and maintaining the improvements within the easement area.

No structure or land use, temporary or permanent, shall be constructed or maintained in said easement which in any way shall impose or impede the exercise of any rights granted hereunder.

IN WITNESS WHEREOF, we hereunto subscribe these presents this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

IN THE PRESENCE OF

\_\_\_\_\_  
Property Owner(s)

\_\_\_\_\_  
Witness

STATE OF VERMONT

\_\_\_\_\_, COUNTY, ss

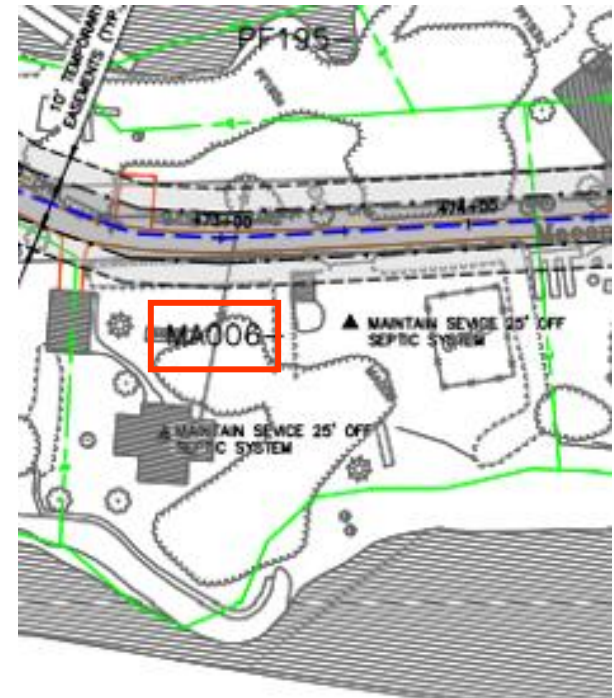
At \_\_\_\_\_, Vermont this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_,  
personally appeared \_\_\_\_\_ and he/she/they acknowledged the foregoing instrument by he/she/they subscribe to be his/her/their free act and deed.

Before me,

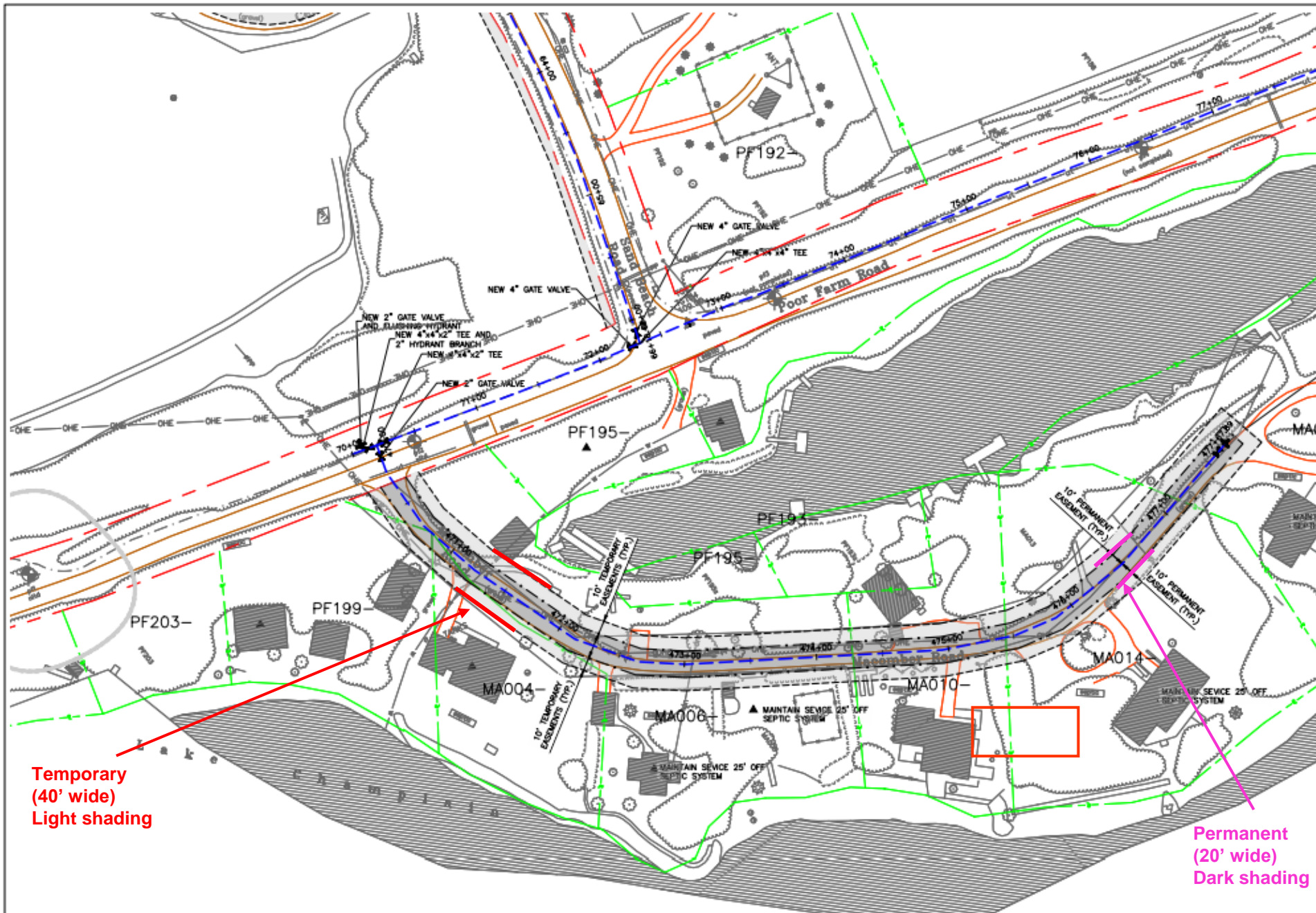
\_\_\_\_\_  
Notary Public

My Commission Expires: \_\_\_\_\_

My Commission Number: \_\_\_\_\_



## 4. Easements (ROW) – Exhibit (typical)



## 5. Customer Hook-up & Guidelines

### SAFD2 New Customer Overview

This is an overview of the steps necessary for a new Customer to prepare for and get connected to the municipal water system known as South Alburgh Fire District #2. Please address any questions to eMail: [safd2committee@gmail.com](mailto:safd2committee@gmail.com)

Related information is available on our web page: <http://www.safd2.org/>

<u>Task</u>	<u>Complete</u>
<b>1. Obtain Water Service Allocation</b> – This must be completed and approved by SAFD2 Link to Form: <a href="http://www.safd2.org/uploads/2/4/3/2/24321055/safd2_water_service_allocation_request_10.22.2014.pdf">http://www.safd2.org/uploads/2/4/3/2/24321055/safd2_water_service_allocation_request_10.22.2014.pdf</a>	_____
<b>2. Design Service Connection Line</b> – This step details of how your property will connected to the “main water line”. It requires a licensed designer or engineer to provide necessary technical detail, including a layout drawing. The typical fee is around \$400. <u>Note:</u> A curb stop meter pit will be required if an existing water line is being used.	_____
<b>3. Apply for Permit Exemption</b> – This is required for all single family units in lieu a VT State Waste Water Permit, which is required for all other types of properties (Commercial etc). Typically, the designer/engineer from Step 2. above can assist or complete this form.	_____
<b>4. Apply for Water Connection</b> – This form must be completed & approved by SAFD2 Link Form: <a href="http://www.safd2.org/uploads/2/4/3/2/24321055/safd2_water_service_connection_application_10.21.2014.pdf">http://www.safd2.org/uploads/2/4/3/2/24321055/safd2_water_service_connection_application_10.21.2014.pdf</a> Connection Fee must be paid at this time: \$1500 (new Phase) or \$2500 (Existing or late).	_____
<b>5. Install Service Connection line</b> – After Steps 1-4 are complete, you may hire a contractor to build your system and prepare it for connection to the municipal water system. <u>Note:</u> You must comply with all Federal, State, Local, municipal and SAFD2 regulations and ordinances. Failure to do so may result in a leak in which the property owner would be financially liable. To minimize risk, we recommend using one of the experienced contractors listed on web page.	_____
<b>6. Inspect / Connect Service Line</b> – The water service connection installation must be inspected and approved by the Water District Superintendent (or assigned Rep) PRIOR to the system being buried. Do NOT “back fill” system up until inspection is complete.	_____
<b>7. Water Meter Installation &amp; Inspection</b> – A licensed Plumber or approved installer must install the actual water meter (verify system integrity). <u>Note:</u> A meter pit is required for all mobile homes or other installations where a suitable “warm space” is not available.	_____
<b>8. Turn on Water</b> – This can only be accomplished after items 1 – 7 have been completed and system signed off by Water Superintendent, Plumber or Customer Rep. SAFD2 is NOT responsible for any damage to property as a result of improper installation, freezing or any other defects in home or Service Line Connection. Please present this completed form with all signatures PRIOR to scheduling water Service Turn On.	_____



## 5. Customer Hook-up & Guidelines

### SAFD2 Ordinance Update List

The list below is the list of known changes to SAFD2 Ordinances that must be updated PRIOR to the start of construction of Phase 2 of SAFD2.

1. Each home, apartment or business is considered ERU and must have its own water service line and meter. This requirement may be waived by the Board in cases where a 2<sup>nd</sup> apartment or unit is constructed with no commercial value (ie, non-rental, just a “mother-in-law” unit).
2. Shared water lines are prohibited. Exception may be granted by the board for extremely long water service lines utilizing a “shared trench” with appropriate ROW & legal agreement but each service line must have its own meter & curb shut off.
3. A “meter pit” is required for any mobile home of any other structure for which a suitable “warm space” is not available for the water meter installation.
4. A “meter pit” is required for new installations where existing water line is being reused. This same requirement hold for any new installation which has not been constructed to the latest standards, methods or materials or has not been adequately inspected prior to “back-fill”.
5. A shared “service line” may be approved by the BOD on an individual basis if legal easements have been defined & approved and SAFD2 is granted a ROW to access water shut-off. This line must be designed, built & inspected to current state & local standards.

THINK OF OTHERS SITUATIONS & BRING TO NEXT MEETING....

#### Additional Notes:

1. Hook-up fee is \$1500/Customer if contract is signed PRIOR to start of construction of “main line”
2. SAFD2 / D&K will be responsible for putting “curb stop” on home side of road if 1. applicable
3. Only Customers (w/signed contract) will be responsible for monthly payments (~\$90/mo)
4. Local law/ordinances require “hook-up” to SAFD2 in cases of well or water system failure (not replacement)

## 6. Suppliers, Contractors & Guidelines

### SAFD2 Recommended Service Providers

Members of SAFD2 are familiar with the service providers below. We do not endorse any specific individual or company but consider those listed below as being capable of providing services that would be acceptable to us and our customers. You may contact us below if you have any questions:

[safd2committee@gmail.com](mailto:safd2committee@gmail.com)

**Engineering / Design:** Providers below can analyze a customer site, property and installation requirements then design the water service line. This line makes the connection from the SAFD2 main water line to the actual home or apartment building. An approved design/drawing must be provided to SAFD2 as well as the Excavation / Construction contractor prior to build.

Justin T. Holmes, P.E. (802) 782-5980

PINNACLE ENGINEERING, PLC

189 Maple Drive

Georgia, VT 05478

**Excavation / Construction:** Providers can build the water service line from the SAFD2 main water line to the house or apartment. They are experienced with local construction methods, materials and regulatory requirements and can build the line in a safe and reliable fashion as specified the drawing provided by Engineering / Design (above).

Dennis Irick (802) 796-3571

44 Bay Road

Alburgh, VT 05440

John Beaulac (802) 309-0116

Beaulac Excavating

Address TBD

**Plumbers / Hook-ups:** Providers below can modify the system inside the home or apartment, install the water meter and verify set-up PRIOR to the water actually being turned on. This effort should be coordinated with the excavation / construction contractor (above).

Jeff Flury Dennis #?



## **7. Need for Volunteers (HELP)**

**Please consider helping us get this water system built.**

**We have a lot of work to, must be done quickly, to keep project on schedule.**

**We appreciate your reaching out:**

Tony Speranza cell/text (802) 598-7160 or [asperanz@yahoo.com](mailto:asperanz@yahoo.com)

Web Site: <http://www.safd2.org/>

eMail: [safd2committee@gmail.com](mailto:safd2committee@gmail.com)

## **Meeting Notes (Tony's):**

Good turn out for meeting, ~20 people - lead to an open discussion of current project

Options discussed to reduce installation costs (long lines etc) – need to work w/ SAFD2 & Contractors to design, ROW's required

Several experienced Excavation Contractors participated in meeting (John & Dennis) - very informative, Thank you!

Service Line installation were discussed (main waterline to house):

- Typically buried 5' deep to prevent freezing

- Trench is lined with sand if rough soil (rocks etc)

- Service lines are typically  $\frac{3}{4}$ " to 1  $\frac{1}{2}$ " diameter, depends on length & flow requirements

- Flow goes up 4X for 2X increase in diameter increase

- Insulation can be used over service line if you can't dig down 5' (shale, ledge etc)

- Insulation does NOT breakdown as long as not exposed to sunlight

- 2" of foam insulation equates to 1' of soil, ie. could use 6" insulation over a service line buried about 2' deep

- One customer (John) was forced to shallow bury his line in Phase 1, has been operating w/o issue

- CTS200 pipe (blue plastic, 200 PSI) used with brass fittings / stainless steel inserts, w/o any issues

- Main water line pipe also Blue Plastic, C900 (8" typical)

- Max run is 500' long w/o splice, larger spool would be too heavy

- Double lined pipe required if within 25' of septic

From list below, circled names interested in volunteering to help with ROW's

**Follow-up Meeting 5:30pm on Monday, 8/1 Easements/ROW: a. Training volunteers & b. Alternate hook-up situations**