

Tri-Town Water District No. 1
Commission Meeting
APRIL 18, 2024

Chairman Darwin Pratt called meeting to order at 6:02 pm.

Commissioners present were: Steve Kayhart, Larry Simino, Larry Blacklock, Drexel Wheeler, Ernest Audet, and Lance Wood.

Also present were: Katie Shimel, Dwayne Roberts and Tricia Gordon from Tri-Town Water.

A motion was made by Larry Simino, and seconded by Drexel Wheeler to approve the minutes of the March 21, 2024 meeting. The motion passed.

No Tap-On applications were presented.

Regarding a water line on Smith Street in Shoreham owned by a current customer; Melita Bass, was present to discuss the water line that serves her home and customer Rhoda Rader's house. The line is about 3/10ths of a mile from Smith Street to her house and is in need of repair as Melita has noticed some leaks in the abandoned orchard she owns and at times notices low pressure. There are two camps past her house that have not been in use for years but she will be using them as seasonal residence going forward. Dwayne would like to put a pit in at road and run a 2" line all the way to her house an estimated total cost of about \$8,000-\$10,000. The board discussed putting a pit in at Smith Street and running the new line that would tee off at Melita's house and putting a curb stop at each Bass & Rader's to shut off individually if needed. After TTW completed the work the customers would take over the line and TTW would no longer be responsible for future repair which is normally the protocol for such lines. It was also discussed upon that the two camps are considered separate dwellings and should be two separate base rates verses the water being metered through Melita's house for one base rate.

After a lengthily discussion a motion was made by Ernest Audet and seconded by Drexel Wheeler to replace the existing line, putting a pit in at the road and teeing off at house with individual curb stops at TTW's expense after which the line will become the responsibility of the customers. The motion passed.

A motion was made by Steve Kayhart and seconded by Larry Simino that each of Melita's camps has its own meter and its own base rate. The motion passed.

A motion was made by Steve Kayhart seconded by Ernest Audet to amend to remove the requirement of each camp to have its own meter and to just have 3 base rates charged to the Bass residence. The motion passed.

Repairs: There are 4-5 steel doors at the water plant that are in need of repair/replacement. Also the dormers on the building should be repainted or replaced with vinyl for longer durability. Being a costly repair the board decided to get additional quotes before making a decision.

At the office the chimney needs to be repaired. Keith's Roofing recommends capping and matching the standing seam with an estimate of \$1,800. A motion was made by Larry Simino and seconded by Drexel Wheeler to go with the repair from Betourney. The motion passed.

The replacement of the security cameras at the office is almost complete; per System Integrators we would need to install NVR's (the brains of the system) at both the office and the water plant which would be a cost of about \$2,100. A motion was made by Lance Wood and seconded by Larry Simino to install the NVR's and make sure it has a month's worth of storage capability. The motion passed.

Tricia Gordon reported on Delinquent Account list; started collecting on the new list for a shut off date of 5/21/2024.

Mid-Year Budget Review was discussed briefly about where we are budget wise at the six month mark. Board decided to review again at a later date.

A brief discussion regarding a potential water rate increase was brought up about the past conversation of a 1-2% increase on a yearly basis going forward. Ernest Audet thinks it's best to wait on any rate increase at this time. Subject tabled until next meeting.

The pipe/material invoice list was discussed regarding all old, unpaid invoices and how to handle for receiving payment more timely; penalty and interest charges, adding these invoice charges to the customers water billing etc. Also discussed the tap-on invoices; completed work by TTW at time of tap-on to be paid in full before the new water service gets turned on. A motion was made by Ernest Audet and seconded by Larry Simino to incorporate the pipe invoice bills to the water bills. The motion passed.

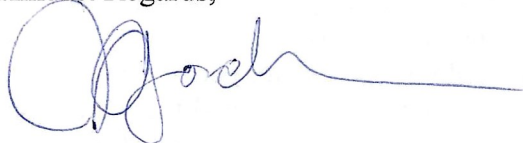
A motion was made Steve Kayhart and seconded by Drexel Wheeler that when a tap-on is granted that all costs for installation, service/labor, material charges etc be paid before water is turned on and the rule to be added to our tap on procedures. The motion passed.

Dwayne proposed installing an Inserta (shut off) Valve on VT RTE 125W in Bridport in order to perform water leak repairs more efficiently. A quote was received for an 8" valve to shut off as needed for \$8,600 from Underground Testing Services. This project would involve hiring an excavator, therefore a total cost estimate of around \$10,000. A motion was made by Ernest Audet and seconded by Drexel Wheeler to install the valve. The motion passed.

Superintendent's report; Leak repaired on Cutting Hill Road at Treadway's Farm. Another Leak repaired on VT RTE 125E near Deering Farm due to GMP hitting our water line during pole installation. There are a few more small leaks to repair next week in Bridport and Shoreham. Dwayne explained that the 74E Booster Station in Shoreham had some issues with the VFD pumps not running properly due to several dirty water and low pressure calls in that area. Dwayne has a call in to LCS to address issues. The tree has been removed by Sunderland Tree Service at the water plant previously discussed. Update on the lead & copper project we are at 400 about 22% complete. Regarding rubbish/junk pile near hedgerow at water plant in Addison needing to be removed and cleaned up. It was decided upon to get a quote from Brunelle's for scrap steel dumpster, Dwayne will look into that. After further discussion about quotes provided by Tricia Gordon from current rubbish removal provider; Casella's and R&L Rubbish Removal which include recycling service in their price; a motion was made by Ernest Audet and seconded by Larry Simino to switch service from Casella to R&L at a lower rate which includes recycling service. The motion passed.

There being no further business, Chairman Pratt adjourned the meeting at 8:07 pm.

Kindest Regards,

A handwritten signature in blue ink, appearing to read 'Tricia Gordon', with a long horizontal flourish extending to the right.

Tricia Gordon-Clerk/Office Manager