

AGENDA for December 19, 2024

- Approve minutes from NOV 2024 meeting

- Tap-Ons:

- East Street Pressure Issues-O.C.E.

- Employee Compensation

- Delinquent Accounts

- Superintendent's Report

- Personnel

Tri-Town Water District No. 1

Commission Meeting

November 21, 2024

Chairman Darwin Pratt called meeting to order at 6:00 pm.

Commissioners present were: Steve Kayhart, Larry Simino, Drexel Wheeler, Ernest Audet, Lance Wood, Ed James and Scott Douglas.

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

A motion was made by Drexel Wheeler, and seconded by Ernest Audet to approve the minutes of the October 17, 2024 meeting. The motion passed.

A Tap-On application was presented by Chuck Welch & Joan Huestis for a 3/4" tap on for a 17 acre lot for his son who is building a house on Crown Point Rd (across from Heitman Rd) in Bridport. After a short discussion a motion was made by Ernest Audet and seconded by Larry Simino to approve the tap-on. The motion passed.

An existing water service on Orchard Drive in Bridport owned by Tim Hotte was discussed briefly as Tyler Hotte (renter) was present to get the okay to extend the line to a camper on the property in the field. Tyler received the okay from the board with the understanding all past due amounts need to be paid before the water service can be turned on. No motion was needed.

Doug Goulet (engineer) was present to represent Frank Koeberlein (customer) for a 2 lot tap on request on Watch Point Road in Shoreham. It was discussed regarding the 1" and 1 1/2" tap ons affecting pressure to surrounding customers (Barnes Bros). Robert Clark offered that the larger taps are due to less friction on the system and suggested their engineer go back to see if 3/4" taps can suffice. The board asked Doug to revise the application to 3/4" taps and recalculate the pressures and to re-send the request to be approved at the next board meeting. No motion at this time.

Steve Kayhart made a motion to go into executive session at 6:26 pm, seconded by Drexel Wheeler. A motion was made by Steve Kayhart to end executive session at 7:00 pm, seconded by Drexel Wheeler.

A third tap on request previously discussed; Jonathan (Rizzo) Wieman on Still Meadow Lane in Addison was present to discuss issues with the easements. Rizzo is asking to tap on to VT RT 17W to run a line down Still Meadow Lane. At last month's meeting Rizzo was to obtain a lawyer to approve the deeds/easements. After receiving the opinion of his lawyer and sending to Tri-Town Water's lawyer for an opinion it was decided that we cannot move forward until more title work is done. Rizzo's lawyer is referring to the quick claim deed verses the warranty deed, it was suggested that our two lawyers converse regarding the two different types of deeds. Once a revised opinion from Rizzo's lawyer satisfies TTW's lawyer's concerns and a warranty deed is provided then it may be possible for TTW to proceed in the approval. However some neighbors living on Still Meadow Lane attended with concerns of the water line being installed down the lane and through some of their properties. It was asked upon one neighbor by Rizzo for an easement but it was stated that they prefer the water line stays at the fence line and does not go through his property. The discussion was left at Rizzo's lawyer needs to perform further work regarding the deeds. No motion was made at this time.

Tricia Gordon reported on Delinquent Account list; New shut off date of 12/23/24.

Robert Clark from Otter Creek Engineering was present to discuss the lead & copper service line inventory. OCE went through Tri-Town Water records dating back to 1977, rules & regulations, map

books, documentation of tap-ons etc. TTW participates in every single tap on proving that the material used does not contain lead and we feel there are enough records showing the service line system side does not contain lead. It was suggested that a letter be drafted by TTW explaining the reasoning why we changed the inventory to all complete on the service line system side (previously submitted as unknown) in hopes the EPA notification does not have to be sent to the majority of our users. If the notification is still required to be sent all the unknown services would need to be either tested by way of water sample or the service line would need to be dug up to prove no lead is contained. Lance moves that Tri-Town Water write a letter to the state to update our inventory based on historical documentation and our policies & procedures; Larry Simino seconded. The motion passed.

Regarding the Bernie Sanders-CDS funding/grant, TTW is still on the list to receive the money preciously approved for and that more information from the EPA contact will be sent for a meeting to proceed in the next steps of the funding process.

Robert Clark-OCE will attend next month's meeting to discuss the East Street pressure issues in further detail.

Larry Simino made a motion to nominate Drexel Wheeler to be our representative from Tri-Town Water for the Lake Champlain Fund committee; Ed James seconded. The motion passed.

Larry Simino made a motion to approve the \$450 requested office lap-top with windows 11 and a subscription to Microsoft office-including word & excel; Drexel Wheeler seconded. The motion passed.

It was mentioned that a buy limit should be set to approve minor purchases without board approval. A motion was made Drexel Wheeler to give approval for the chairman & vice chairmen to spend up to a \$1000 on necessary items to run the office without the board's approval; Larry Simino seconded. The motion passed.

Superintendent's report: Aaron Ouellette reported that the leak near Kayhart's was found and was a great success. A broken curb stop on Lake St was repaired being a seasonal account needing to be shut off for the season. A leak near the old Yankee Kingdom was repaired. A leak near the community building/congregational church in Shoreham was also repaired. The steel doors are currently being installed; a couple more to be done, waiting on some parts. The security system will need to be re-installed as it is old and due to door replacement had to be removed. A hydrant was hit on 74W in Shoreham and will need to be repaired or replaced at cost of customer. Aaron explained that the flow rates on the filters at the plant were turned down due to seasonal water use changes which really help our water to be cleaner/better. The SKADA system isn't sending alarms to the pagers; LCS says it's due to a security breach and Dwayne will need to be resolved once back from vacation. The seasonal shut offs are completed for the season. An update on the drive by meters-we are at about 500 installed as of date.

Steve Kayhart made a motion to go into executive session at 9:20 pm, seconded by Larry Simino. A motion was made by Larry Simino to end executive session at 9:35pm, seconded by Steve Kayhart.

An additional insurance policy was added to provide coverage for an employee; a motion was made by Lance Wood and seconded by Steve Kayhart. The motion passed.

There being no further business, Chairman Pratt adjourned the meeting at 9:40 pm.

Kindest Regards,

Tricia Gordon-Tricia Gordon-Clerk/Office Manager

| GALLONS PUMPED BY FISCAL YEAR 2024/2025 | | | | |
|--|---------------------|--------------|---------------------|-------------------|
| MONTH | FY 2022/2023 | MONTH | FY 2023/2024 | Difference |
| FY OCT 2023 | 37,162,000 | FY OCT 2024 | 35,397,000 | (-) 1,765,000 |
| FY NOV 2023 | 35,173,000 | FY NOV 2024 | 32,117,000 | (-) 3,056,000 |
| FY DEC 2023 | 34,813,000 | FY DEC 2024 | | |
| FY JAN 2024 | 33,518,000 | FY JAN 2025 | | |
| FY FEB 2024 | 29,874,000 | FY FEB 2025 | | |
| FY MAR 2024 | 31,888,000 | FY MAR 2025 | | |
| FY APR 2024 | 30,734,000 | FY APR 2025 | | |
| FY MAY 2024 | 33,603,000 | FY MAY 2025 | | |
| FY JUN 2024 | 35,886,000 | FY JUN 2025 | | |
| FY JUL 2024 | 36,692,000 | FY JUL 2025 | | |
| FY AUG 2024 | 34,953,000 | FY AUG 2025 | | |
| FY SEP 2024 | 34,404,000 | FY SEP 2025 | | |
| | 408,700,000 | | 67,514,000 | |
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