

# Tri-Town Water District No. 1

## Commission Meeting

### AUGUST 21, 2025

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

Commissioners present were: Steve Kayhart, Larry Simino, Adam Thomann, Ernest Audet, Lance Wood and Scott Douglas.

Also present was: Dwayne Roberts, Tricia Gordon and Jennifer Sullivan from Tri-Town Water.

No amendments to the July 2025 meeting minutes.

Tap-Ons: Richard Reynolds and Andy Carr were present to discuss a two lot subdivision on the Reynolds property on 22A in Addison; one property will be Andy's and the second will remain Richard's. A 1" tap on the 12" main was performed in the past to prepare for the subdivision. Richard would like to tap on to the already existing pit for two services/meters in one pit, both mains with a 70 psi, per Dwayne there is plenty of water for the two services. Larry Simino moves to approve the tap on request; Adam Thomann seconded. The motion passed.

Cory Foote and Sach Nison were present to discuss a property on Crown Point Road in Bridport owned by the Giard's which is for sale and there will be a single family home therefore would like a line extension which would possibly loop to Lake St in the future. The line extension and all expenses would be the customer's responsibility. Tri-Town Water would take the line over after a year's time. A thorough discussion regarding Tri-Town Water granting permission in advance for the potential customer to have the line extension and a tap-on approval with the stipulation that all the standards for the tap on are met with sufficient pressure etc. Robert Clark recommends that the customer get an engineer to do the pressure work and to see if the TTW can provide the correct amount of PSI at the top of the land do to the elevation. Ernest Audet makes a motion to allow the line extension at the customer's expense from the 2" to the 4" line and can only tap on if they meet the standards and get all the approvals from Tri-Town Water and the state; Larry Simino seconded. The motion passed.

fixedOtter Creek Engineering; Robert Clark was present to discuss the EPA Grant funding and at this point everything has been sent to the EPA contact for review regarding the approval of our upcoming projects: Refurbishing current 3 filters at the water plant, adding new 4<sup>th</sup> filter and the booster station on Mountain Rd in Addison for the East Street pressure issues. No money will be granted this year. Next step is to get bids for the work that needs to be performed at the water plant refurbishing the three current filters; Robert gave a quote from the Sullivan Company of \$721,433 for the rehab of all three filters. It will take 14 weeks to ship after purchase, Robert thinks best to start with the 3<sup>rd</sup> filter this fall to see if it improves water quality and then decide at a later point whether to refurbish other two. The fourth filter won't be able to put in until winter of 2026. This is the only company who refurbishes water filters and it does not have to go out to bid; Robert will make sure that the EPA contact signs off on that. All other work does have to go out to bid. It will take approximately 45-60 days to rehab one filter. Ernest Audet makes a motion to go ahead and order the first filter parts to have ready for winter months of Jan/Feb; Larry Simino seconded, with the stipulation that we are approved by the EPA to spend the money before we can draw off the grant funds. The motion

passed. Robert explained that we were approved for a 2.1 million low interest loan through the state (DWRSF); funds being available May of 2026.

Dwayne mentioned and asked Robert about the disinfectant byproduct reduction plan needing to be submitted by Sept. 1<sup>st</sup> to the state; Robert will assist in preparing everything that has been done to date and going forward. We do have an automatic flushing box to use for trial in order to prepare for next quarters test for the HAA5 in September 2025.

Budget Update; our income is above what it should be for this time period. We are showing a loss but not as great as budgeted. We are two months shy of the end of our fiscal year; Jenn expects close to a 40K loss and will work on preparing for the new budget before the end of our fiscal year.

Water rate discussion: Jenn prepared figuring of how much the cost/expense verses how much revenue is coming in for Tri-Town Water, explaining the different billing tiers, how many customers fall into each tier and how much revenue percentage comes from each tier. Also explaining the water loss percentage, operating expenses which is showing a loss as our per gallon billed verses per gallon pumped is showing we may not be billing for all gallons pumped therefore not getting as much profit as it costs to pump. It was discussed that the new drive by meter project will help with the percentage of water loss. Robert Clark recommended that the first tier is where the rate adjustment should fall as all customers fall into that tier first. Jenn agrees and recommends that the base tier go up to an amount of \$100 and then a 3% increase for the other three tiers. This would result in a 6% increase of revenue for 1.328 million; \$74,000 (+). Ernest Audet makes a motion to raise the base rate to \$100/quarter and 3% for all other tiers to become effective date January 1, 2026; Larry Simino seconded. The motion passed. A recommendation was made by our treasurer to make our audit report public and available for our water users which could help in understanding our water rate decisions.

Rules and Regulations amendments: PG (3) discussed how to keep track of an increase in GPD for customers. Robert Clark recommended that when we write an allocation approval letter for required amount of GPD used it will be on recorded and noted in account. Although this does not help for customers that have been on the system since 1964 therefore they don't have this type of letter. A motion was made by Scott Douglas to leave this one as is, no changes; seconded by Larry Simino. The motion passed. PG (6)-section G: a motion was made by Lance Wood to add 'we can charge a fee of \$50 for opting out of a drive by meter'; seconded by Adam Thomann. The motion passed. PG (8)-section C. inaccessible meter issue, discussed briefly if this needs to be changed. Lance Wood suggests that no changes are needed for this section. No changes made. No motion made. PG (9)-1<sup>st</sup> section regarding adding at the end \*failure to comply constitutes shutting off of water, with a thirty day written notice from the board before shutting off. Ernest Audet makes a motion to add; Scott Douglas seconded. The motion passed. PG (9)-section B; change the word 'shut-off' to 'water main'. Lance Wood makes a motion to change the verbiage as suggested; Larry Simino seconded.

Tricia Gordon reported on the delinquent accounts list; Final notices will be hung next week, the list is still being worked on with a shut off date of 9/3/2025.

Superintendent's report: customer on Richville Road complaining of pressure issues, dug up curb stop to find the galvanized pipe was plugged badly all is repaired and customer has great pressure since. This dig was on both sides of the curbs stop, therefore TTW paid the cost of repair.

Lucinda Belanger's tap on was dug realizing it was an inch and a half line therefore they tapped on to that line and installed the meter in the house. There was a rather extensive leak at the water plant today, which was dug up and main repaired. The 310 gallon chlorine storage tank had a leak and needed to be replaced. All doors are now complete at the water plant. Dwayne is waiting on a quote for a new security system at the plant. Raw water pump #2 had to change seals and barons and they had to fix blower the 6" 80 T had to cut section and repair.

Other Business: no business.

Personnel: no business.

There being no further business, Chairman Pratt adjourned the meeting at 8:15 pm.

Kindest Regards, *Tricia Gordon*-Tricia Gordon-Clerk/Office Manager