

Tri-Town Water District No. 1

Commission Meeting

JANUARY 15, 2026

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

Commissioners present were: Darwin Pratt, Steve Kayhart, Ernie Audet, Larry Simino, Ed James, Scott Douglas, Drexel Wheeler, and Adam Thomann.

Also present was: Tricia Gordon, Dwayne Roberts, and Jennifer Sullivan from Tri-Town Water, and Robert Clark from Otter Creek Engineering.

Amendments to the December 18, 2025 meeting minutes: None

Tap-Ons:

- Brennan Kensey was present to discuss tap-on request at 691 Orchard Drive in Bridport. He is in need of a waste water permit and already has a metered pit. This new tap-on will tie into his own line and he has already been approved for water for his property. Looking to get a letter stating water is good for the house. Dwyane noted the reports are showing 82 psi going into the house and a letter will not be a problem.

O.C.E. – Vote on Bids: 3rd Filter Rehab:

- Bob from Otter Creek Engineering put together letter summarizing what Otter Creek is helping with and summarizing the two bids received for this project. Letter states Otter Creek will not be involved with the construction and TriTown may want to carry a small contingency in case something comes up.
- Bob noted the waste from the project should be okay and not contaminated. Will have to test still, but with no PFAs historically, no special disposal requirements should be needed. No reporting required to the state.
- Steve asked for clarification around availability of Sanders money with Bob noting it is still available and that Tri-Town is required to spend approximately \$300k of own money. Hope and intent is that this project will qualify for that expenditure. Bob noted the government does not like sole source projects and he is in talks with funding source.
- Bob noted the two bids were from Kingsbury (\$199,500) and Penta Corp (\$185,000) stating both are capable companies who have done similar projects. His recommendation would be to go with Penta Corp.
 - Steve made a motion; seconded by Ed to grant the 3rd Filter Rehab project to Penta Corp. All in favor.
- Bob noted it will be Penta's responsibility to unload materials. They can schedule this directly with WesTech. WesTech will need another payment before shipment. Project will have six weeks to get in and out for work to be done.
- Drexel asked if funds would be enough to do work on East St. Bob stated to do anything on East St other money will be needed. This led to discussion on the 0% interest loan of \$2.1 million from the revolving fund. Use of these funds would require a bond vote. No penalty to pay off loan in first year.

Could use these funds for the plant, booster station, etc. Applications begin this month and there are other grant opportunities as well. Have to apply every year. Term of loan depends on what the money is used for – could be 20 – 40 year loan. Bond requires one month warning and should be generic such as “TriTown Water System improvements”. Discussion followed of using this money to replace other filters if the 3rd filter rehab project causes significant improvement.

- Discussion followed of how much we would really need to borrow and if bond vote could be done at Town meeting day or to do our own vote.
- Noted that we failed our water test for the fourth quarter so we want to ensure that progress is happening
- Bob brought up the need to review our capacity and how funds could help us address capacity issues/concerns. If we continue at current rate, will not have capacity. Could think about another treatment plant? Solve problems with age of water for samples? How will we help capacity needs 25 years from now? Current plant does not allow room to add another filter
- Ernie made a motion to move forward with a bond vote for this money; seconded by Adam. All in favor.
- Bob will come to February meeting and review by-laws regarding bond votes. Trish will contact town clerks and begin work on what is needed for the bond vote.

Printer Quotes for Office:

- Trish reviewed email correspondence and quotes regarding buying or leasing a printer. Discussion followed around use of toner and benefit of leasing the printer vs. having to buy our own toner. It was noted that if we do buy a printer, we will need to pay our IT person for help with the setup. Steve made a motion to purchase a printer and own it outright; seconded by Larry. All in favor with Drexel abstaining from the vote.

Tricia Gordon reported on the delinquent accounts list noting collection on large outstanding receivable. Bills are not fully done yet therefore penalty needs to be applied. Trish will update list.

Superintendent's report:

- Dwyane noted the backflow pump blew breaker and is original wash pump with no replacement available. The back up one is making noise and only pumping waste water. Tri-Town okay with one, but the other pump is not in good condition either
- Intermediate pump is running and quitting – starter is weak
- Last sample results are back with TriTown failing for the disinfectant byproducts: Trihalomethanes (THMs). Max is 80 and TriTown is at 85. Will require another letter to go out. Not for the Haloacetic acids (HAA5) this time which has a max of 60 and TriTown was at 58.
 - Trihalomethanes higher is impacted by the filters. New filter could help; and a fourth filter will allow water to slow down and pull more out. Might fail again next quarter with the filter project as Tri-Town will be running on two filters so water will be going through faster.
- New flashing lights for trucks have been received
- Generator scheduled for maintenance on the 26
- Discussion returned to bidding on projects and trying to make next bid for a larger project such as upgrading raw water and intermediate pumps.
- Discussion followed regarding meter project and where we are noting that Route 3, the biggest route, can now be completed in 1.5 days with 1 man versus a full week with 2 men thanks to the drive by

meters. Drive by meters has saved time for readings but not necessarily for Trish on the back-end. Nice to have the meter reports for when customers have complaints/questions on usage.

Employee Compensation: Motion made by Steve and seconded by Larry to go into executive session at 7 PM. At 7:33 PM motion made by Steve and seconded by Adam to leave executive session. Motion made by Steve and seconded by Scott to adopt the new compensation schedule as outlined in executive session; all in favor.

Other Business:

- Jenn provided an update on the money market account at VT Federal Credit Union noting that \$100,000 will be required to transfer to the checking account to cover the 50% down payment of the filter project.
- Jenn noted the EastRise CD is up in early March and suggested not renewing this CD and moving funds back into money market and a potential CD with different bank.

Personnel: No matters.

There being no further business, Chairman Darwin Pratt adjourned the meeting at 7:35 pm.

Kindest Regards, *Jennifer Sullivan*-Jennifer Sullivan-Clerk