

Tri-Town Water District No. 1

Commission Meeting

JULY 16, 2026

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

Commissioners present were: Darwin Pratt, Ernie Audet, Scott Douglas, Drexel Wheeler, Adam Thomann, Brian Treadway, and Lance Wood.

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

Amendments to the June 18, 2026 meeting minutes: None

Tap-Ons:

- Discuss ADU (Accessory Dwelling Unit) – nothing new at this time.

OCE Project Update:

- Robert Clark from OCE gave an overview of project status and funding sources. He communicated that Tri-Town should look into the current interest rates for the Bond Bank and that it may make sense to increase rates to get work done sooner. His recommendation is to get projects moving forward with design so that everything is shovel ready once paperwork catches up in the process.
- Discussion followed around recent visit with WesTech and some potential confusion they may have about the project and missing parts from the original bid. Robert will follow up with them as he believes some of the called out missing parts were included in the original bid. WesTech is the only supplier and the current lead time per the quote is 12/14 weeks
- Robert noted that the permits are filed with the State and are waiting for them to comment on them before going out to bid.
- Robert noted it is not advisable to use current cash for project expenses before the State has approved as the State needs to sign off and approve and may not reimburse expenses we might pay for if they do not approve.
- Robert noted the board needs to make a decision about what projects to move forward with and that engineering cost as outlined in his proposal will be \$85,000.
- Ernie made a motion to move forward with the following projects:
 - Rehab of the 3rd filter and addition of a 4th filter
 - Booster station for East St area
 - Pipe upgrades on East St area

Motion seconded by Drexel; all in favor – motion passes.

- Robert also shared that quotes for replacement of raw water pumps for delivery is now around \$110,000. Also shared quote for a master meter is around \$25,000. An insertion one is around \$100,000 for replacement of pit and pipe.
- Robert will attend the August meeting.

Preliminary Budget Work and FY26 Review:

- Jenn reviewed preliminary budget work showing FY26 budget to actual through June as well as FY26 actuals to the prior year and prior year budget.
- Jenn also reviewed cost of water workbooks showing revenue from water usage has not met operating costs the past few years. Discussion followed around what information is needed to begin budgeting for FY27.
- Breakout showing the marginal cost of water asked for – noting variable costs and the cost to pump a gallon of water.
- Discussion around how Tri-Town could cut back costs including discussion around labor force and related costs, noting that we have years of deferred maintenance that will be costly including broken lines, leaks, tanks, etc. System is aging and needs maintenance. It was noted that inflation has impacted our costs and it was asked that staff review what expenses that we outsource could we bring inhouse?
- Discussion around loss of water and the fact that figures show it is around 43% - how accurate is this number?
- Jenn will have a draft FY27 budget as well as cost of water breakout of variable costs for next meeting.

Tricia Gordon reported on the delinquent accounts list noting that it is shorter than usual and shutoff notices will be posted soon.

Superintendent's report:

- Dwayne reported that the raw water tank has sludge in the bottom with it being almost 3 feet high in the corners. He is in the process of getting quotes to have this removed and feels it is necessary to be done right away and having it cleaned out will positively impact the water quality. Dwayne cannot remember this ever being done before. He has a Hinesburg company coming out Monday to see if they can with a quick estimate of \$4,000 in cost.
- Dwayne discussed that we failed our most recent testing but only on Route 74. The Lake St testing location was fine. When 74 is flushed, complaints about low pressure is always received making it harder to flush the lines. The entire system needs to be notified of the failure, not just that area. A letter will go out to all customers.
- Dwayne noted that he talked with CWD who failed their tests for over a year but are now passing. CWD lengthened their run time up to 26 parts per million and this has helped their filters. Dwayne has changed our process slowly and is now up to 24 parts. The lengthened run time has helped with internal results and has meant the filters are washed less. The process has re-stratified and helps less particles to get through and has also resulted in a lower consumption of chlorine. Dwayne has slowly been changing every day and the water quality will be better.

Other Business:

- Kyle Lussier from Telling & Hillman, PC was present to discuss the results of the FY25 audit. Kyle reported that an unmodified opinion will be given to the financial statements which is the highest level of assurance. Kyle reported they had one finding around classifications of revenue and expenses and

review of general journal entries which is communicated as a significant deficiency. The prior year findings were all corrected in FY25.

- Kyle Lussier then discussed the potential need for a single audit if Tri-Town expends more than \$1 million of federal funds. Discussion around what this entails followed with Robert Clark chiming in that based on the structure and timing of projects, he also believes a single audit will be required.
- There are less than 300 meters that need to be changed to a drive-by meter and the goal is to have them all done by Christmas time.
- Customer DB Meter Opt-Out Dispute: noted that the District received a certified letter from a customer noting they are disputing the opt-out drive by meter fee. Adam made a motion, seconded by Scott, to send this customer a response via certified letter. All in favor; motion passes unanimously.

Personnel: No matters.

There being no further business, Chairman Darwin Pratt adjourned the meeting at 8:00 pm.

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