

# Tri-Town Water District No. 1

## Commission Meeting

### JUNE 19, 2025

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

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

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

No amendments to the May 2025 meeting minutes.

No Tap-Ons present.

Budget Update; Jenn explained we are still working on finalizing the budget. We have set up all the new accounts and took the old account figures and split them into the new accounts for this year. As Trish and Jenn continue to work on the finalizing the budget we will have more information and a clearer picture for next month's meeting.

New truck discussion brought up by Darwin that a new truck should be purchased as we have a fourth employee now. Discussed what size, however Dwayne does not feel there is much difference in a smaller verses larger model trucks and it would be more ideal to have the sufficient amount of room for the supplies needed to be carried on a daily bases. We currently have a 2019 F350, 2021 F150 and a 2022 F150. Everyone is in agreement that Dwayne will obtain some quotes on a couple different size trucks for the next meeting.

Water rate discussion: Darwin mentioned that everything is going up; extra salaries, meter project, additional employee etc and brought to everyone's attention that in the past years it had been discussed to increase by 1-2% on a yearly basis verses a big increase every few years. Jenn will prepare some figures for the next meeting to see what that type of increase would look like. No motions made, the board agreed to table until next meeting.

Drive-By meter opt out fee: the situation was addressed by our lawyer for his opinion as to whether we can, as a municipality, charge an opt out fee to our customers for refusing a new meter. Our lawyer's opinion determined that there is nothing stating that we cannot do so. A brief discussion as to whether the amount of \$50 was okay or should be changed, it was decided to leave it as is and have our lawyer amend our rules and regulations including the new policy. No determination as to when this should start and/or when to notify customers-further discussion to be had at a later date.

Rules and Regulations amendments: a copy of the amendments where printed for the board to review, starting at pg 3: add to-any increased usage of GPD would need board approval. Needs more discussion and more thought. Unsure how this would be looked upon and notified of etc...decided to discuss with full board in attendance. Pg 8: regarding meters being in an accessible place at all times. Pg 9: If customers have a leak,

failure to fix and comply with TTW rules and regulations would result in shutting off water with applicable notice. Also on page 9: Change the word 'shut off' to 'water main' for required meter pits being installed is 200 ft from the main. Discussed whether to vote on tonight or have further discussion, It was decided to think more on the subject and discuss at next meeting with full board in attendance.

Tricia Gordon reported on the delinquent accounts list; it looks normal, with a shut off date of 7/23/2025. Disconnection notices were mailed out today.

Superintendent's report: had a few leaks; North Orwell Rd, 1" line to the last customer was repaired. A leak on Jersey Street by Torrey's a saddle rusted off. A road bore for Zach Welch was completed and went smoothly, but then had a leak on the line, cracked on each side of pipe by the tapping tool; had to replace 10 ft of the line. We replaced the galvanized line by the church in Shoreham, helping the town of Shoreham and they are going to brush hog our booster station for us in trade. Dwayne met with Mike Sullivan from WesTech at the water plant for the filters to make sure everything was running up to speed. The clarifier should probably be refurbished as they are rather old. Dwayne met with Ray Solomon (environmental scientist) and some others from the state. A day spent at the plant trying different things, chlorine, different dosage of chemicals etc. At the end of the day everything was set back to the way it was before trying the changes as the plant is running the best way it can. We have been flushing lines; three times so far and each time it is taking less time to become clear. Dwayne will be taking the sample next week which has to be completed in June. Dwayne brought up the old meters and what to do with them, having so many that it would take years to strip them all down. It was suggested to get a quote from a scrap yard to see how much they would pay for each meter. Dwayne will get some quotes.

Other Business: Drexel brought up the open meeting law and the new regulations that were just voted on in May 2025. Noted that when you go into executive session it must be on the agenda and you have to vote in and out of session. The board wanted some clarification on this therefore we will seek VLCT for more information and advice as to what this means.

Personnel: no business

There being no further business, Chairman Pratt adjourned the meeting at 7:32 pm.

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