

Tri-Town Water District No. 1

Commission Meeting

MARCH 19, 2026

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

Commissioners present were: Darwin Pratt, Steve Kayhart, Larry Simino, Scott Douglas, Drexel Wheeler, Adam Thomann and Brian Treadway.

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

Amendments to the February 19, 2026 meeting minutes: None

Tap-Ons: None

O.C.E – Robert Clark – 4th Filter Project & EPA Update

- Robert noted that WestTech communicated it would be a lot of labor to put in 4th filter and Robert recommends that it is not reasonable to rush and get the 4th filter done this summer.
- Robert noted that the EPA forms are ready to be filed and this is the last step to get access to the money. The waiver has been submitted for the Build America Better Act to not have to buy the small parts in the USA. A specific request had to be submitted as the new program does not have automatic waivers.
- Robert discussed that he has not been submitting bills for OCE's time as then it would not have been allowed under the grant. He provided a contract for the board to review. Once the EPA grant is final and money is available, we will receive bills from him that can be charged to the grant.
- Will need to have a structural engineer to come to the plant and look at the wall as well as an engineer. This will be for design work and should be ready to file a permit in six to eight weeks. Project should be ready to bind in the summer and construction in the fall. Will need to file a permit to construct with the State. Hopeful to break ground in the fall, start building in the 4th bay and finish by mid-March 2027
 - Steve noted that the fear is now there that will we face a similar event where the timeline derails. Robert noted that the EPA funding is now available and does not believe we will run into issues. It will be a larger project, still a niche project but competition should be there for bids.
- Robert will attend the April meeting and bring a draft set of plans and to review the OCE contract.
- Noted that the wording for the EPA \$1.2 million was kept vague and intended for plant upgrades. Tri-Town will be able to exhaust the \$1.2 million plus our \$300k match (\$1.5 million total) through work at the plant.
- Steven brought up the master meter and if there are available funds left over if this could potentially be addressed. Robert noted it would require a concrete structure outside and could be added as a bid add to the work. It would make sense to complete this project if possible to help with the water audit to see how much water we are actually losing.

Bond Loan

1. Special Meeting: April 13 6 PM Masonic Hall
 2. Vote Day: April 14 7 AM – 7 PM
 3. Warning
- The Bond Lawyer has prepared the necessary paperwork for the warning, vote and other documents. The special meeting is required to be available by Zoom
 - A group of commissioners attended the open meeting law webinar hosted by VLCT which discussed requirements to offer a hybrid option for meetings.
 - Discussion followed around the fact that Tri-Town already has a zoom account (free version – limited to 40 minute meetings) and to upgrade would cost \$146 a year. It was noted that Bridport and Shoreham town use the Owl 3 for their conferences. The Owl 3 has a cost of approximately \$1,000 and is best for small room of 5/6 people and the Owl 4 has a cost of approximately \$2,000 with a larger reach. Owl 3 required to be plugged in all the time. It would be a good investment for the board to purchase an Owl to help not only with the Special Meeting, but when the board has zoom meetings with contractors, etc. Further discussion around the need for a TV to show video.
 - Adam made motion to purchase Owl 4, a television and purchase zoom upgrade. Seconded by Drexel; all in favor and motion passes.
 - Robert will have the specifics/detail of the presentation and will talk to the public about the projects/intent of use of the funds. He will also have a document that can be distributed with information on it.
 - Steve noted that the customer doesn't know specifics between the grant money and bond money and there is opportunity for confusion. Robert noted this can be addressed at the Special Meeting and congratulated Tri-Town on their work to keep rates down for the public and will note that the facility was built in 1960's and capital improvements are needed. Tri-Town has been successful getting grant funds and this is the opportunity to invest in a better facility for the future and also address water quality concerns/issues.
 - The information prepared by the Bond Lawyer were presented and discussed. The following were made:
 - Drexel made a motion to accept the Warning and Article 1 as prepared by the bond lawyer for the bond vote. 2nd by Steve; all in favor – motion passes.
 - Scott made a motion to accept the Official Ballot as prepared by the bond lawyer for the bond vote. 2nd by Larry; all in favor – motion passes.
 - Steve made a motion to accept the Certificate of Posting Publication and Vote as prepared by the bond lawyer for the bond vote. 2nd by Larry; all in favor – motion passes.
 - Steve made a motion to accept the Declaration of Official Intent to Reimburse Certain Expenditures from Proceeds of Indebtedness as prepared by the bond lawyer for the bond vote. 2nd by Adam; all in favor – motion passes.
 - Larry made a motion to accept the Resolution Certificate as prepared by the bond lawyer for the bond vote. 2nd by Scott; all in favor – motion passes.

Tricia Gordon reported on the delinquent accounts list noting usual list with a shut off date of April 20th.

Superintendent's report:

- Dwayne reported the 22A leak is finally done. The pipe was right on the ledge and cut a longer section out to seal it up tighter. No more problems.
- Fixed the leak in the swap and had to dam it. It was a glued pipe with coupling that snapped.
- The air compressor and dryer were serviced.
- Reliant came and serviced the generator. The fuel pump was weak and was replaced.
- Raw water pump 3 kept blowing the breaker. It was noted that it had a lot of corrosion from moisture getting in. Suggests getting others repaired before more problems arise with others as well as potentially re-grading the driveway to help with moisture and water issues.
- VT Rural Water came onsite and helped update the risk and resilience plan. Tri-Town is all set with this for another five years. The emergency response plan ties into this as well.
- Next water sample needs to be taken by end of next week. Dwayne noted that today's raw turbidity is low and will do flushing next week before taking sample.
- Dwayne noted he hasn't heard back yet regarding the fuel tank for the furnace. Currently the nozzle will not tell when it is full. Champlain Oil is aware of the issue and will send the same guy out until the problem is fixed.
- It was noted that Dwyane is concerned about public's image of himself and Tri-Town after the 3rd filter rehab project did not happen as planned. He doesn't want them to think that we lied to them regarding this project and feels a letter should go out explaining the situation was out of our hands. This will give us a chance to educate the public about what happened and what we are doing. The board agrees with this and it was noted the letter could be used to help explain the upcoming vote and encourage individuals to get out and vote.
 - Steve made a motion for a letter to be written to explain the delay in the 3rd filter rehabilitation and mention the upcoming bond vote. 2nd by Adam; all approved – motion passed.

Other Business:

- Jim Larrow of Algonquin Drive in Addison shared that he hired a filtration company to address what he thought were water quality issues at this house as discussed with the board at the February meeting. The filtration company informed him the issue was actually from airborne pathogens and not from the water noting that is a huge problem in Addison County. Jim has since purchased air quality filters to prevent this issue from reoccurring. However Jim did note that he still does deal with dirty water from being on a dead end line and encourages his line to be blown off at the end of the line to help with the dirty water.
- Drexel made a motion, seconded by Larry to elect Darwin Pratt as Chair and Steve Kayhart as Vice-Chair for a term of one year. All in favor – motion passed.

Personnel: No matters.

Motion made by Steve and seconded by Drexel to go into executive session at 7:11 PM.

Motion made by Steve and seconded by Adam to come out of executive session at 7:43 PM

There being no further business, Chairman Darwin Pratt adjourned the meeting at 7:44 pm.

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