

Tri-Town Water District No. 1

Commission Meeting

August 22, 2024

Chairman Darwin Pratt called meeting to order at 6:02 pm.

Commissioners present were: Steve Kayhart, Larry Simino, Larry Blacklock, Drexel Wheeler, Ernest Audet, Lance Wood and Scott Douglas.

Also present were: Katie Shimel, Dwayne Roberts and Tricia Gordon from Tri-Town Water.

A motion was made by Larry Simino, and seconded by Ernest Audet to approve the minutes of the July 18, 2024 meeting. The motion passed.

A Tap-On application was presented by Joanie Huestis for a ¾" tap on Crown Point Road property in Bridport for a new single family home to be constructed. After a short discussion a motion was made by Ernie Audet and seconded by Larry Simino to approve the tap-on. The motion passed.

Robert Clark from Otter Creek Engineering; was unable to attend meeting regarding the East Street Pressure Issue Project but will meet with Darwin & Steve Tuesday morning to discuss updates and suggestions at this point.

Tricia Gordon reported on Delinquent Account list; new list printed-not too bad looking with a disconnect date of 9/25/24.

A brief explanation regarding a billing error due to learning new billing procedures for the drive by meter project currently in process; each new drive by account has to manually be changed to a previous read of zero to start, an account was missed in the June 30, 2024 billing quarter. An adjustment has been entered to the customer account and an adjustment to correct the amount recorded in the water sales account.

Darwin Pratt gave a brief update on the interest earnings; A CD will be coming up for renewal, therefore was just renewed at a higher interest rate at the same bank.

Darwin Pratt also noting that BC/BS of Vermont will be increasing their rates by 22% which will cost about \$17,642 more per year. We have not received official documentation from the insurance company for the New Year's rates as of date.

Darwin Pratt briefly discussed the tap on fees being charged currently \$700 for a ¾ " tap on while back in 2006 TTW was charging \$500. Information provided by VPWD, they are charging \$850 for ¾". Steve Kayhart suggested seeing some figures on all charges and to make a decision at the next meeting whether to increase fees along with labor and service call fees etc. It was agreed by all. Dwayne will obtain further information from VPWD for reference.

Superintendent's report; A tap on was completed for Bill Stammelman on East Street (Jen Lowe subdivision) in Bridport. Also a tap on was completed for Nancy Adams on School Street in Shoreham. A tap on for Randy Laframboise on School Street will be completed soon.

Dwayne explained a lost signal for SCADA connecting to Mountain Rd tank in Addison occurred this past week; The 8" main that goes to the tank had to be dug up as the corporation in the vault was plugged and had to be cleaned, flushed & re-plumbed. LCS will come to calibrate as the pressure is off.

WesTech quote for flow Mag meter has been received; waiting for quote from Badger and LCS for Mag meter quotes, more to come.

A tap on for Tamara Holly-House on Oliver Howe Court in Shoreham has been requested; Tri-Town Water had given permission in 2006 for them to subdivide 4 lots (Lots 1, 3, 6, 7) and they already have a WW permit, currently there are 7 services on Oliver Howe Court. After some discussion; Ernest Audet made a motion, seconded by Larry Simino to approve the tap on requiring the customer to pay the \$700 tap on fee. The motion passed. It was mentioned by Lance Wood that a time should be set for tap on's to expire after a certain amount of time; it is remembered by some and the current rules being followed are that tap-on's once approved and paid for are good forever and if unpaid will expire within one year's time from approval date; decided to look in to by-laws/meeting minutes to find more information in regards to any set procedures in the past.

A tap on request from Mercier's resident to subdivide some land on Market road for two lots was discussed regarding tapping on to East Street line, otherwise it is a private line coming from Clarence Deering's to Mercier. As it is not Tri-Town's water line and that no more tapon's can be approved for East Street it was decided this request cannot be approved for a tap on.

A tap on request with a line extension on Crown Point Road just past Huestis Farm Supply on some previous Giard land had been sold and they would like a 400 ft line extension. Dwayne's question is if they do a line extension should Tri-Town Water put a 2 or 4 inch line in case we ever want to loop the line to Lake Street. Brief discussion with the board agreeing to put in a 4" line extension; a motion was made by Ernest Audet and seconded by Drexel Wheeler to approve. The motion passed. Steve Kayhart brought up looking into obtaining better maps to view when needing to understand each situation more thoroughly.

The request from property owner John Wieman is still trying to proceed with putting a private line down Still Meadow Lane in Addison. With the other property owners on Still Meadow line that are against the water line installation and the lack of information regarding ROW, TTW is unable to consider the request noting that written easements from each property owner would be needed.

Dwayne informed about the settling ponds at the water plant in Addison are in need of being dug out although due to the wetness/weather unsure if that can be done this year and therefore will need to switch ponds out more often.

The sanitary survey has been completed at the water plant with no deficiencies; all went well with some recommendations-board very happy to hear the news.

Recommended by board that Kevin retakes 4C class & test; Sep 4-Oct 24 of this year.

Lead & Copper update; about 80% complete, the guys are doing excellent and making great progress. The replacing of the steel industrial doors at the water plant; two quotes have been received, one from Hillcrest Carpentry for \$26,462.00 and one from Farrington Construction for \$29,255.25. After a brief discussion a motion was made by Steve Kayhart and seconded by Larry Blacklock to hire Chris (Hillcrest Carpentry) to perform the job. The motion passed. Drexel Wheeler had asked about a fiberglass door for the chlorine room; Chris will get a quote and doesn't think it will affect the price quote much.

The Modine heaters at the plant had been previously discussed; never received a second quote. Decided upon to obtain two updated quotes; one from Plouffe's Plumbing and one from Champlain Valley P&H and make a decision at the next meeting and/or before if the quotes come in and by reaching out to the board members for approval, all agreed.

There being no further business, Chairman Pratt adjourned the meeting at 7:22 pm.

Kindest Regards,

A handwritten signature in black ink, appearing to read "Tricia Gordon", with a stylized flourish extending to the right.

Tricia Gordon-Clerk/Office Manager