

Tri-Town Water District No. 1
Commission Meeting
March 21, 2024

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

Commissioners present were: Steve Kayhart, Larry Simino, Drexel Wheeler, Ernest Audet, Eric Leonard, and Ed James.

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

A motion was made by Larry Simino, and seconded by Drexel Wheeler to approve the amended (approval of minutes; motion & seconded names incorrect) minutes of the February 15, 2024 meeting. The motion passed.

A Tap-On application was presented by Jeffrey Mack present for Lucinda Belanger for a ¾" tap-on for property on Keyes Rd in Bridport where a new single family home will be constructed. After a short discussion a motion was made by Eric Leonard and seconded by Ed James to approve the Tap-On. The motion passed.

Chairman Pratt asked that Katie Shimel now act as Moderator. Katie Shimel asked the Board members to nominate a Chairman and Vice Chairman at this time. A motion was made by Larry Simino, seconded by Ed James to keep the current members; Darwin Pratt as Chairman and Steve Kayhart as Vice Chairman. The motion unanimously passed.

Tricia Gordon reported on Delinquent Account list; still collecting on the short list for a shut off date of 4/9/2024.

The cameras at the office are currently not working due to being destroyed by rodents and all three will need to be replaced. We received a quote from System Integrators', who initially installed them, for \$1,245.54. A motion was made by Steve Kayhart and seconded by Larry Simino to get the camera's fixed. The motion passed. It had already been decided on to hire a pest control company to rid the issue from happening again in the future. No motion needed.

Darwin informed the board that Tri-Town Water has been Okayed to receive \$1.2 million dollars for Congressionally Directed Spending project funds from Senator Bernie Sanders for FY2024.

Darwin also informed the board that the Addison County Regional Planning Commission (ACRPC) had reached out to TTW regarding a Municipal Technical Assistance Program (MTAP) which is a program that can fund community and opportunity assessments, application and permit assistance, and project management and implementation for a variety of projects types. Drexel presented to the Bridport Select board and Tri-Town Water was approved by the board to receive 75,000 in MTAP funds. It seems likely that the ACRPC will approve TTW for the East Street issues/project in Bridport.

Steve Kayhart explained the candidates that were interviewed for the temporary full/part-time Lead Service Line Inventory position; it was decided upon to hire Tom Disorda to work on this project for completion in October of 2024. A motion was made by Ernest Audet and seconded by Larry Simino to hire Tom with an agreed upon salary of \$27/hour with paid mileage. The motion passed. It was

briefly discussed that depending on the work performance in the coming months the position could become permanent but will require further discussion at that time.

Superintendent's report; due to disinfectant by products result being high an 8" main on Lake Street in Addison required flushing as water can get stagnant after sitting for so long. This was not a violation as it didn't affect the yearly average which was still in range. The day after flushing a water leak occurred and was repaired on Lake Street in Addison mostly likely due to the flushing. Some minor issues at the plant with #3 filter a few weeks ago; changed butterfly valve and actuator, sometimes the valve will get out of groove and cause the filter to overflow. All has been fixed to correct these issues.

Dwayne reported a customer on high street complaining about low pressure as it is a dead end line. TTW is working on obtaining grant money to fix issues on East Street. An old/dead pine tree at plant is in need of removal to prevent possible damage happening in the future. Suggested to reach out to Sunderland Tree Service for an estimate; the board gave permission to give okay to hire with reasonable quote.

Steve brought up the tap ons and all information that we receive (ex: tap on request, allocation application, licensed designer notes etc) should be scanned and digitalized to be available on the computer. Trish explained that we do have all this information computerized and folders can be made to organize each tap on location individually for easier access. Steve also noted that he thinks it's important to be update the gallons pumped vs. gallons billed excel sheet each month to be provided to the board at monthly meetings.

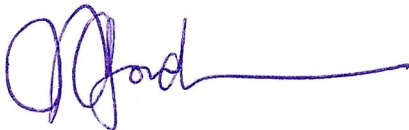
Steve moves to go into executive session; seconded by Drexel Wheeler to discuss personnel at 7:39 p.m.

Steve moves to go out of executive session; seconded by Drexel Wheeler at 7:59 p.m.

A motion was made by Drexel and seconded by Larry Simino for Tricia Gordon to continue to be clerk for the ensuing year as originally voted on and for Katie Shimel to take over & handle the CD/Interest earnings excel sheet that is provided to the board members at monthly meetings, the motion passed.

There being no further business, Chairman Pratt adjourned the meeting at 8:03 pm.

Kindest Regards,



Tricia Gordon-Clerk/Office Manager