

Tri-Town Water District No. 1

Commission Meeting

May 18, 2023

Chairman Darwin Pratt called meeting to order at 7:00 pm.

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

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

A motion was made by Eric Leonard, and seconded by Steve Kayhart to approve the amended (incorrect name; "James" King changed to "Jonathon King" for tap on application on Tri-Town Rd.) minutes of the April 20, 2023 meeting as presented. The motion passed.

A Tap-On application was presented for Cory Malzac on Payne Drive in Bridport for a ¾" tap-on. This is a dead-end, 2 in. line that comes off of VT RTE 125 which will require a road bore. A motion was made by Larry Simino and seconded by Ed James to approve the Tap-On application. The motion passed.

A second tap on application was presented for Gerald Grant on Town House Rd in Addison for a ¾" tap-on; this is a 2 in. dead-end line. A motion was made by Larry Simino and seconded by Steve Kayhart to approve the tap-on application. The motion passed.

A discussion presented by Corey Foote of Middlebury for property owned by Walt & Helen Giards Farm Estate on Crown Point Road in Bridport. The 120 acre property with roughly 2,600 feet of road frontage is past Huestis Farm Supply and the Tri-Town Water line dead-ends at Buck property is planned to be sold in the future if water can be provided. This would require a line extension & road bore therefore all costs would be the property owner's responsibility. The board discussed tap-on procedures along with what is required by the state; hiring an engineer, allocation approval letter and then obtaining the WW permit from the state etc. The board would like to provide water as long as there is adequate supply; more details about how many building lots and gallons per day usage would be needed to make a final decision.

Robert Clark from Otter Creek Engineering (O.C.E.) was present to discuss the allotment approval letter and the Lead & Copper Rule project.

First discussed was the allotment application (part I) and allotment approval letter (part II) created by Jim Foley for approving future tap-on request. Part I will be the application, it's very detailed but Robert feels it would be a good addition to the tap-on procedures, the board can decide the questions needed on a case by case basis. Part II will become our allocation approval letter which protects Tri-Town Water in the future regarding required regulations. Robert also suggested that a line be added for the land owner & Tri-Town to sign and then must be filed with the town land records; costs of which would be the customers responsibility.

A motion was made by Steve Kayhart and seconded by Drexel Wheeler that we adopt the application as is and move forward in having customers fill out at the time of tap on procedures. The motion passed.

A motion was made by Steve Kayhart and seconded by Larry Simino to use the approval letter but have Jim Foley adjust with signatures for Tri-Town Water & customers to sign along with adding in the fees need by customer to file with town clerk's office. The motion passed.

Secondly, the Lead & Copper Rule was discussed by Robert Clark; stating Tri-Town Water is in very good shape regarding pipes being lead free due to dates installed although everyone has to follow same procedures per the state. The first step is to inventory every single service line going into the house. The second step will involve entering every single basement or building that potable water is

supplied. The state needs to determine whether lines are high, medium or low risk. The state is granting money for the project while obtaining the information that Tri-Town Water needs to provide. Robert discussed what his recommendations for starting the project; purchasing I-Pads, a yearly software program to record all necessary information etc. O.C.E. is currently helping another water system and can get us set up and started for tracking/recording this summer; if more man power is needed O.C.E. can provide necessary help as well as helping apply for grant, send mailer to notify customers of upcoming project and to schedule times for customer appointments. The project needs to be completed by October of 2024.

A motion was made by Drexel Wheeler and seconded by Larry Simino to apply for the grant funding through the state. The motion passed.

A motion was made by Steve Kayhart and seconded by Drexel Wheeler that O.C.E. provides help with setting up the licensing and software to start the Lead & Copper Rule project.

The motion passed.

Tricia Gordon updated the board on the relatively small delinquent account list which remains similar compared to past months.

The board discussed the proposal for moving interest earning account funds around from current credit unions/banks into different credit unions/banks in order to obtain higher percentage rates on a monthly basis.

A motion was made by Drexel Wheeler and seconded by Larry Simino to move money around as proposed. The motion passed.

A brief discussion regarding EJP meters and the software needed to be purchased for the new meter project. Dwayne stated we have roughly 700 (est.) SRII meters already installed. It was reported by Rob from EJP that he felt confident that 500 meters could be provided to Tri-Town over the next several months to keep moving forward with the meter project.

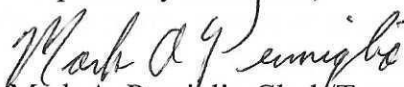
A motion was made by Ed James and seconded by Eric Leonard to move forward with purchasing the software equipment for the meter project. The motion passed.

It was discussed upon whether to hire a 4th employee to help with projects; although much training would be needed before meter changes could be performed. The board decided to think upon this further. Suggestions to have our newest employee take on the two projects; Lead & Copper Rule and the new meter project all at once was discussed. Dwayne feels 100% confident that Aaron is capable for both and reported that he has already picked up our new Skada system and is doing a great job all around. It was also mentioned that employee reviews will be discussed and set up next month in June.

Dwayne Roberts reported that he is scheduling with the diver to clean our intake. Dwayne has been marking a lot of water lines in the three towns as Green Mountain Power has been putting in many new poles. He also reported that there have been very few complaints regarding the recent water rate increase.

There being no further business, Chairman Pratt adjourned the meeting at 8:45 pm.

Respectively submitted,



Mark A. Pumiglia-Clerk/Treasurer



Tricia Gordon-Office Manager