

Tri-Town Water District No. 1
Commission Meeting
MAY 16, 2024

Chairman Darwin Pratt called meeting to order at 6:08 pm.

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

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

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

A Tap-On application was presented by Randy Laframboise for a ¾" tap-on for property on School Street (lot 1) in Shoreham for a new single family home to be constructed. After a short discussion a motion was made by Drexel Wheeler and seconded by Larry Blacklock to approve the Tap-On. The motion passed.

Kyle Lussier from Telling & Hillman P.C. was present to talk about our final audit report for fiscal year 2022/2023. Discussed briefly the process and their job and gave an opinion on the audit, nothing out of norm found and all looked well financially. After answering detailed questions and making suggestions regarding the cash flow report and its importance to review. Also discussing depreciation threshold; how to capitalize, recognizing the use of a project over the asset etc and that depreciation is ultimately an estimate and-is that est. within reason-. Noting our net position at end of year \$3,965,851 and change in position \$14,019.

Darwin Pratt informed the board of commissioners that Eric Leonard, Shoreham commissioner, has stepped down from the Tri-Town Water board effective immediately.

Darwin Pratt explained to the board that the Emergency Response Plan (ERP) had not been completed by John Kiernan previously hired to help TTW therefore the plan was transferred to Robert Clark from Otter Creek Engineering who has completed the plan. A motion was made by Ernest Audet and seconded by Drexel Wheeler to adopt the completed ERP.

A further discussion regarding a water rate increase was brought up discussing percentages of increase etc and what that would look like. The board decided to wait a year before making any decisions.

Tricia Gordon reported on Delinquent Account list; finishing up the list for shut off date of 5/21/2024. All is going well.

It was voted on last month to add the pipe/material invoice charges to the customer's water billing. Although after a brief discussion these types of charges cannot be combined with water service charges due to disconnection procedures. A motion to amend was made by Ernest Audet and seconded by Larry Simino to revoke this motion. The motion passed.

Superintendent's report; Leaks repaired on Heitman Road in Bridport, just past Smits toward Barnes. Another near Harold Sunderland's and one by Paquettes just past Audet's on 22A and lastly one on Norton Town Road. A tap-on for Swinton Road has been completed and another on East Street next week for Adam Bauer (Jen Lowe property). Next Tuesday LCS and Pioneer Motors will meet at the booster station on 74W to fix the VFD issues.

Ernest Audet started a discussion regarding tap-ons for East Street, Bridport as the recent pressure issue complaints from some customers needs to be addressed. After a brief discussion about which roads in this area are on that water line and are affected mostly due to low pressure issues. Ernest Audet made a motion to not perform any new tap-ons on East Street (also including; Mountain Road in Bridport, High Street in Bridport, Forrest Road in Bridport, Mountain Road Ext. in Bridport, Otter Creek Road in Addison and part of VT RTE 17E in Addison); seconded by Drexel Wheeler. The motion passed.

Due to the above motion regarding East Street's pressure issues; Ernest Audet made a motion to higher Otter Creek Engineering to begin a study to resolve East Street water line pressure issues, seconded by Larry Simino. The motion passed.

There being no further business, Chairman Pratt adjourned the meeting at 8:06 pm.

Kindest Regards,

A handwritten signature in blue ink, appearing to read 'Tricia Gordon', with a long horizontal flourish extending to the right.

Tricia Gordon-Clerk/Office Manager