# Tri-Town Water District No. 1
# Commission Meeting
# November 19, 2026

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

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

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

Amendments to the October 15, 2026 meeting minutes: None

Tap-Ons:

- 56 Danyow Drive, Addison – Alexander Wood and Amylea Tenney were present to discuss their tap-on request. Resident was previously serviced by Tri-Town with previous owner, but house was fed from a shared line with family member. This line has been cut and capped. Buyers are looking to receive their own tap-on from the 12 inch main and no pit is required. A road bore will be required. Showing 60 psi at the house with plenty of pressure and water. Looking to complete the tap-on in the spring. Ernie made a motion to approve the tap-on request, seconded by Larry. All in favor – tap on request approved.
- Noted that going forward, Tri-Town should review with applications at time of approval the time restrictions and payment terms and ensure this information is reflected in tap-on procedures provided at time of request.

OCE Project Update:

- Robert Clark from OCE gave an overview on projects noting:
    - The 3rd and 4th filter project is officially out to bid.
    - Andrew, from WesTech was onsite at the plant to take measurements and needs to provide this information back to Robert as it has been asked for by bidders. This may result in having to push back the bid meeting.
    - Archeological work has been completed for the East Street project. Work was done to meet the standards for the DWSRF $2.2 million grant.

ADA Compliance Discussion:

- Jenn updated the board that as part of the EPA requirements, we received notice that we were not fully ADA compliance as the EPA requires. The EPA is giving Tri-Town six months to correct these issues. Drexel made a motion, seconded by Scott, for Jenn and Trish to work on an ADA policy and work with the EPA to resolve the deficiencies. All in favor – motion passed.

Cross Road, Bridport – Line Discussion:

- Ernie updated the board that Blue Spruce is moving forward with running their own water line to be completed by next fall. Blue Spruce is willing to run along Cross Rd with Tri-Town covering the

difference in cost of the pipe, instead of running across his lot. This would give Tri-Town the opportunity to put in 6 inch pipe and the possibility to close the loop between 22A and East St.

- Ernie will look into the cost of running the pipe along the road versus running the pipe across the lot and report back to the board. Robert will also contact someone he knows to price out the work.
- Historically the board has discussed doing the pump station first and then fixing the lines. Discussion followed about why and where to loop back to 22A. The pressure issue is on the north side and looping will help make the area its own zone. This will help pressurize the whole system. South end of East St is fine.
- Proposing using a 6 inch line as the issue with that area is also elevation. Elevation needs pumping to help keep the pressure consistent. Bigger lines also help keep the pressure consistent. Pump station will need to happen first.

Water Rates:

- Jenn reviewed breakout of variable vs fixed costs for FY25, FY26 and projected numbers for FY27. Discussed the performance of each tier noting we lose money on tier 1. Reviewed potential rate increases and discussion followed noting how can the department save on expenses rather than raising rates? Noting we have labor savings with less time reading meters but remain busy with projects and repairs. Discussion around how can we change/impact our demand? Noting however that we very close to our capacity for gallons pumped. Discussion around getting Tier 1 closer to a breakeven number slowly.
- Ernie made a motion to raise the rate of Tier 1 by $15 a quarter (to $460 annually) and to raise the rates on tier 2 through 4 by 5% effective January 1, 2027. Seconded by Larry. All in favor – motion passed.

Employee Compensation: Tabled until December.

Budget Approval FY26/27:

- Jenn presented the budget for FY26/27. Ernie made a motion, seconded by Adam to approve the budget as presented. All in favor – motion passed.

Tricia Gordon reported on the delinquent accounts noting the list is shorter and some accounts are on contracts. Shutoff date is next week and collection has been made on a large outstanding account.

Superintendent's report:

- Dwyane reported a leak was fixed on Mountain Rd from a 2 inch line. However right near that area the line is 4 inch. Different sizes of pipe are a huge issue.
- Norton Town Rd crack on 4 inch line was fixed.
- Still having problems with signal from the Shoreham tank. Believed to be a GONETSPEED issue.
- WesTech was onsite earlier this month to take measurements for 3$^{rd}$ and 4$^{th}$ filter project.
- Dwayne's truck, which is the 2021 with about 110,000 miles, has a bad transmission. Discussion followed noting Dwayne will seek out how much it will cost to repair. It was noted the 2019 F350 has about 75,000 miles and the 2022 has about 100,000 miles.

Other Business:

- Jenn updated the board that we are in the final approval stages for the line of credit with National Bank of Middlebury and should have the final decision in the next couple of weeks.
- Danelle Birong will be meeting with Dwayne with the Tuesday group attending to discuss complaint she has heard in the public on Tuesday December 1.

Personnel: No matters.

There being no further business, Chairman Darwin Pratt adjourned the meeting at 7:38 pm.

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