

## Water and Sewer Board Meeting Minutes June 16, 2026

Present: Heather McElroy, Mark Vaillancourt, Maria Perry, Kean Galunas, Zack Letourneau, Katie Mientka, and Teresa DeBonville.

Attending Virtually: Mike Strait, Joel Cope, Bruce Webster, and Michael Miller.

Heather McElroy called the meeting to order at 5:30 PM.

Updates to the Agenda: None.

Public Comment: None.

Cross Street Project Contractor Update: Heather informed the board that no contractor had bid on the job and asked who the board suggested that we contact to see if any contractor would be interested in doing the project. The board discussed this and would like to contact Manosh Inc. Heather will put a call in to them on Wednesday, June 17, 2026.

Trailer Status Update: Zack informed the board that some shelves had been placed in the trailer, and some tools have been purchased. He has a tentative date of next week to be finished with the trailer stocking.

Meters Update: Katie informed the board that 170 meters have been replaced and put into the munibilling system to date. Another 40 have been installed, and Katie will be putting them into the munibilling system within a couple of days.

Reservoir Lining Update: This job has been completed, and the plant is back up to full capacity.

WWTF Update: Mike informed the board that we have reached our 2.145 million Dollar spending under the USDA Loan and will be moving on to our next funding source. Mike also informed the board that the CWSRF Loan needs to be amended, and we will be working on this. The tentative finish date for this project is September 1, 2026.

Water Treatment Update: The last of the language for the easements has been completed, and this project is moving along.

Stream Run-off Update: This item was an oversight and will be removed from the agenda because it is completed.

Water Allocation: It was brought to our attention by an engineer that the town water allocation formula when someone applies is incorrect. We are currently allocating 150 gallons per day of water and 210 gallons per day of sewer for each bedroom. State guidelines are 140 gallons per day of water and 105 gallons per day of sewer per bedroom. This is pushing us towards maxing out our available allocations much faster than need be, which would either stop all new connections or require upgrades to the plants when we hit 80% of the available mark. Mike is suggesting that we correct this erroneous allocation formula to the state guidelines. Maria Perry motions to correct the allocation formula to the state guidelines per bedroom. Mark Vaillancourt seconds the motion, all in favor, so carried.

Pay Order Review: The board reviewed the pay orders for the water, sewer, and operations expense accounts.

Approve minutes of the previous meeting: The board reviewed the minutes of the May 19, 2026, meeting. A motion was made by Mark Vaillancourt to approve the minutes as written. Maria Perry seconds the motion, all in favor, so carried.

Other Business: None.

Executive session: Maria Perry motions to enter into executive session in order to discuss specific delinquent customer accounts under the provisions of Title 1, Section 313 of the Vermont Statutes finding that premature public knowledge would substantially disadvantage the town, with members of the board, the Town Manager, Town Treasurer, and Katie Mientka. Mark Vaillancourt seconds the motion, all in favor, so carried. The board entered Executive Session at 6:00 PM.

Maria Perry motions to Exit Executive Session. Mark Vaillancourt seconds the motion, all in favor, so carried.

Heather McElroy announced; We exited Executive Session at 6:33 PM, no action was taken.

Executive Session II: Maria Perry motions to enter into Executive Session in order to discuss legal matters regarding contracts under the provisions of Title 1, Section 313 of the Vermont Statutes finding that premature public knowledge would substantially disadvantage the town, with members of the board, and the Town Manager. Mark Vaillancourt seconds the motion, all in favor, so carried.

Maria Perry motions to Exit Executive session. Mark Vaillancourt seconds the motion, all in favor, so carried.

Heather McElroy announced: We exited Executive Session at 6:59 PM, no action was taken.

Meeting adjourned at 7:30 PM