

## **Water/Sewer Board Meeting Minutes December 18, 2018**

**Present:** Ralph Wilkins, Lisa Moore, Marty Frizzell, and Teresa DeBonville.

**Ralph Wilkins called the meeting to order at 6:01 PM.**

**Review Minutes:** The board reviewed the minutes of the November 20, 2018 meeting. Lisa Moore motioned to accept the minutes as printed. Ralph Wilkins, seconds the motion, all in favor, so carried.

**Update Agenda:** None.

**Public Comment:** None.

**Discuss Vermont Statutes Title 24 regarding fees:** Lisa Moore read the Vermont Statutes, Title 24 regarding collection fees on delinquent accounts. The fees printed on our Uniform Disconnect form vary from the statutes and some amendments to the statutes have been made on this matter. The board agreed to revise our Uniform Disconnect Form to read exactly as the Vermont Statutes, Title 24 read. Lisa Moore will revise the form.

**Delinquent Accounts:** The board reviewed the delinquent accounts. Lisa and Marty went out on November 27, 2018 to do water shut offs on the delinquent accounts. These accounts have either been paid in full or agreements have been made for payment and are being kept.

**Marty's Comments:** Marty updated the board on the status of doing the pilot study and contacting St. Johnsbury about the study that they have done.

Marty informed the board that a fair amount of water damage had been done at Viets on Middle Street, and this water has been shut off.

Marty informed the board that the meter was put in backwards at Greg Miller's house and has now been changed. Some place on the property is a small leak. At this time, this is the homeowner's responsibility but Mary wanted the board to be aware because it could potentially be a town issue.

There was an extremely high usage at the Cornelius residence. This was due to a leak and has been taken care of.

Michael Finn has requested the water be shut off at his property on Fitzgerald Avenue. Marty has done this.

**Commissioner's comments:** Lisa informed the board about a letter she had received about reducing the fees to just debt service when the water has been shut off. Lisa has sent a letter stating the board's policy on this matter.

**Meeting adjourned at 6:42 PM**