

## Water and Sewer Board Meeting Minutes May 20, 2025

Present: Heather McElroy, Mark Vaillancourt, Bruce Webster, Zach Letourneau, and Teresa DeBonville.

Attending virtually: Mike Strait, and Joel Cope.

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

Updates to the Agenda: Back Street Pump Station, Route 105 Curb cut, Reservoir Leak, and Past due accounts/payment plans, going into executive session to discuss possible contract negotiations.

Public comment: Mark Vaillancourt read to the board an article in the May 7, 2025, issue of The Chronical stating that on April 30, 2025, the city of Newport approved a 30% increase in their water fees, and a 27% increase in their sewer fees. Mark just wanted it to be recorded that other towns and cities have increased their fees much higher than ours.

Back Street Pump Station: It is time to replace the back flow preventor valves. The water department got an updated bid for the work to be done by Laramie to repair pipes from the wet well to the dry well. Zach Letourneau informed the board that the parts needed are about 8 weeks out for delivery. The board reviewed the previously paid invoices to make sure that this work was not included in the prices paid. In reviewing these invoices, this work was not included. The board will have to have a special meeting to approve the updated bid.

105 Curb cut: This will be done after the pump station is finished. The state also knows that the parts are 8 weeks out. The board will also have to have a special meeting to approve the contract for this as well. The meeting to approve both of these contracts will be warned for Thursday, May 22, 2025, at 8:00 AM.

Reservoir Leak: Zach informed the board that he thought that they found the source of the leak, and where the water was going to. After much review, the source that they thought they had found was not the correct one, so they are still looking to see where the leak is coming from.

Past due accounts and Payment Plans: The board will review the past due accounts, and payment plans after all the recent data is entered into the system and proceed accordingly. If the people who have made the payment agreements have not kept up with their payment plans, they will be shut off and will have to pay their account in full to have services turned back on. A motion to proceed with shut offs was made by Mark Vaillancourt and seconded by Bruce Webster. All in favor, so carried.

WWTF Update: Sludge removal will begin on Tuesday, May 17, 2025. All contracts are signed and issued. When the preliminary work begins on the building, we will have a groundbreaking ceremony.

Water Treatment Update: Joel informed the board that we have started seeking reimbursement funds for the Step I stage, and Step II is now underway.

Approve minutes of the previous meeting: The board reviewed the minutes of the April 16, 2025, meeting. A motion to approve the minutes as printed was made by Bruce Webster. Mark Vaillancourt seconds the motion, all in favor so carried.

Other business: Mark informed the board that he has started getting quotes on the equipment that will need to be purchased to fill the utility trailer. The best quote at the moment is from Newport Rental. The board will seek at least two more quotes before any action is taken.

A motion to adjourn the regular scheduled meeting at 6:00 PM and enter executive session with members of the board and the interim town manager to discuss contractual issues was made by Bruce Webster. Heather McElroy seconds the motion, all in favor so carried.

At 6:18 PM, a motion was made by Bruce Webster to exit executive session. Mark Vaillancourt seconds the motion, all in favor, so carried.

No Decision was made.

A motion to adjourn the meeting was made by Mark Vaillancourt. Bruce Webster seconds the motion, all in favor, so carried.

Meeting adjourned at 6:19 PM.