

## WATER AND SEWER BOARD MEETING MINUTES JULY 15, 2025

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

Attending virtually: Joel Cope, and Mike Strait.

Mark Vaillancourt called the meeting to order at 5:30 PM.

Update the Agenda: Neil McKiernan submitted a water connection permit. Joel Cope explained that this permit needs to be the new version which includes the allocation approval. A motion was made by Bruce Webster to allow Mike Strait to sign the water connection permit, pending the receipt of the correct application on behalf of the water board. Mark Vaillancourt seconds the motion, all in favor, so carried.

Public comment: None.

Cross St. Project: Zach has put down sta-mat for cosmetic purposes and will follow back to this project in August.

Route 105 Project: On August 4<sup>th</sup> and 5<sup>th</sup>, Zach will work on opening the road back up to fix the piping, and Gray's Paving will then pave either the same day, or at some point during that week.

Mike informed the board that the water department will receive a bill from the town for the sta-mat that has been brought in for fill on this project.

Trailer Stocking: Zach will get a list of pricing for the items needed to the board. Zach will continue to work on this.

Past due accounts Status: Current users with agreements have been keeping up with them. There are one or two that have not, and their water will be turned off until payment in full has been made.

Billing status: Mike worked on correcting the bills that went out for the most current quarter. We will continue to investigate online billing sign up for people. A note will be sent out with tax bills stating how to sign up for online billing.

Mike will look into getting more training for everyone on the Munibilling system.

New Water Meters: Zach informed the board that 23 meters are here and ready to be placed in homes. Zach informed the board that by the end of 2025 all meters will be in

place. Andrew will work with municipalities to put the information on the new meters into the computer system.

Reservoir Liner: Mike informed this project is out to bid. By the end of July we will have a contractor in place, and this project will be done after Labor Day.

WWTF Update: Sludge removal is almost completed. Zach informed the board that at the most, it will be one more week until this portion of the project is completed.

Mike updated the board on the funding sources and the invoices that had been paid thus far.

On August 26, 2025, there will be a groundbreaking ceremony for the start of the Wastewater Treatment Facility construction.

Water Treatment Update: Mike informed that there will be a bond vote in the fall on this project.

Approve Minutes of the Previous Meeting: The board reviewed the minutes of the June 24, 2025, meeting. A motion was made by Bruce Webster to approve the minutes as printed. Mark Vaillancourt seconds the motion, all in favor, so carried.

Other business: Zach informed the board that he found a new vendor to switch over the fittings for the fire hydrants. Currently, we have 11 hydrants that need adapters to work. To fix all eleven hydrants, Zach informed the board that it would be at the cost of \$3,509.00. We have \$8,000.00 in the budget, so these can be ordered this year.

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

Meeting adjourned at 6:30 PM.