

Water and Sewer Board Meeting Minutes April 21, 2026

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

Attending Virtually: Mike Strait, and Maria Perry.

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

Update to the Agenda: Pay orders, and email received.

Public comment: None.

Cross Street RFP vs Bid and Posting: Heather explained to the board that this will be a bid, instead of an RFP, and explained the difference between the two. The board discussed the language, and set the date of the Bid as April 22, 2026, with the bid due date of May 13, 2026, and all site visits will need to be held by May 8, 2026. All bids should be either brought to the town clerk's office or emailed to Katie at: admin3@brightonvt.gov. To arrange a site visit, interested parties should contact either Katie or Zack.

Trailer status update: Zack has just returned from vacation and will be ordering all the approved supplies to stock the trailer.

Meters Update: Katie has sent all letters out to property owners on the replacement of the meters. All scheduling will be done by Tardif Plumbing and Mechanical, and installation of the new meters will begin May 1, 2026.

Reservoir Lining Update: Kean informed the board that the draining of the reservoir will begin the 1st week and May, and mobilization will begin the second week in May.

WWTF Update: Mike informed the board that he has finished all of the single Audit questions and sent these into the Auditors. Mike informed the board that we may be about \$64,000.00 short on finishing this project, and if need be, we will go back to CWSRF for the funding to cover this but is in hopes that the project will finish early, and this won't be an issue. We will be ordering a smart board ahead of time, and storing it in the town hall, as this was one of the appliances listed in the engineering plans that are needed.

Water Treatment Update: Mike informed the board that all funding sources for this project are falling in line, and he will continue to work on the easements needed for this project.

Stream Run-off update: Zack met with Nate about this and the solution at this time to place hay bails to mitigate this, and if the situation continues to get worse, then Zack will contact Weyerhaeuser about this.

Updates: Heather sent the board members an email to look over on a rate request. The board will look this over and discuss it at the next meeting.

The board reviewed the pay orders for the water expense account, the sewer expense account, and the operations expense account.

Other business: Hydrant replacement was discussed. The budget does include an \$8,000.00 line item to cover cost of this. 4 hydrants need to be replaced; we have two in storage and need two more. Mark Vaillancourt had suggested putting the cost of hydrants on all taxpayers, instead of just the water users as the whole town benefits from these hydrants. Mike will contact VLCT to see if this is even an option.

Executive session: Mark Vaillancourt motions to enter executive session at 5:55 PM to discuss past due account matters with members of the board, Teresa DeBonville, Katie Mientka, and Michael Strait under the provisions of Title 1 section 313 of the Vermont Statutes finding that premature public knowledge could substantially disadvantage the town. Maria Perry seconds the motion, all in favor, so carried.

A motion was made by Mark Vaillancourt to exit executive session at 6:42 PM. Maria Perry seconds the motion, all in favor, so carried. NO action was taken.

Approve minutes of the previous meeting: The board reviewed the minutes of the March 17, 2026 meeting. Mark Vaillancourt motions to approve the minutes as printed. Maria Perry seconds the motion, all in favor, so carried.

Mark Vaillancourt motions to adjourn the meeting. Maria Perry seconds the motion, all in favor, so carried.

Meeting adjourned at 6:43 PM.