Water and Sewer Meeting Minutes
August 18, 2026

Present: Heather McElroy, Mark Vaillancourt, Maria Perry, Zack Letourneau, and Teresa DeBonville.

Virtually: Mike Strait.

Heather McElroy called the meeting to order at 5:30

Update to the Agenda: NBRC Grant.

Public comment: None.

Cross Street Project: Maria updated the board on this project. She has reached out to several contractors, and they are either not taking on anymore work now or have not responded to her. Maria informed the board that she was currently waiting on a contractor to return her message.

Water main engineering agreement: Mike emailed the engineering agreement to the board for review and went over the costs of the agreement. Maria Perry motions to approve the engineering agreement with Dufresne Group for the Brighton Mountain and Cross Street water main replacement preliminary engineering project and authorize the town manager to execute any necessary documents associated with the project. Heather McElroy seconds the motion, all in favor, so carried.

Generator and plate compactor update: Nick Bingham is trying to get another quote for the plate compactor, and the board reviewed a quote for the generator of the size that the water department needs.

Meters Update: We're still at just over 200 meters installed and entered into MuniBilling. There has been a delay due to unforeseen circumstances.

WWTF Update: Mike updated the board on the progress of the WWTF plant upgrade. The CUD will not be able to have internet in the plant until October, and the plant is expected to be online by September so Mike ordered a straight talk router to place there until the CUD can have internet there. Mike informed the board that he spoke with Cindy Parks from the state and all the expenses for the furniture and appliances will be covered as part of the project. Mike informed the board that in early September the USDA grant and loan can be closed out and we will be able to switch to the CWSRF loan to finalize the project.

Water Treatment Plant Update: Mike informed the board that 3 of the easements have been completed, one needs a survey, one is almost finished and we are in mediations with one of the other property owners.

NBRC Catalyst Grant: Mike explained to the board about the application for this grant. Maria Perry motion to authorize the Town Manager to submit an application to the NBRC Catalyst Grant Program in the amount oof $1 million to assist with funding the Drinking Water Treatment Facility Upgrade Projects. Mark Vaillancourt seconds the motion, all in favor, so carried.
Maria Perry motions to authorize the Town Manager, Michael Strait, to execute all necessary documents related to the NBRC Catalyst Grant Program application. Mark Vaillancourt seconds the motion, all in favor, so carried.

Pay order review: The board reviewed the pay orders for the sewer expense account, the water expense account, and the water and sewer operations expense account.

Approve minutes of the previous meetings: The board reviewed the minutes of the June 16, 2026, meeting and the July 15, 2026, meeting. One correction needed to be done in the spelling in the June 16, 2026, meeting from AJ Manosh to NA Manosh. A motion was made by Maria Perry to approve the minutes after the correction was made. Mark Vaillancourt seconds the motion, all in favor, so carried.

Other business: Mike Strait mentioned to the board that Senator Welch will be coming to Island Pond on Tuesday, August 24, 2026, at 10:00 AM for a meet and greet at the pavilion if any members of the board are available.

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

Meeting adjourned at 6:15 PM.