Water and Sewer Board Meeting Minutes
November 23, 2026

Present: Heather McElroy, Mark Vaillancourt, Maria Perry, Kean Galunas, and Teresa DeBonville.

Attending Virtually: Mike Strait, and Katie Mientka.

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

Updates to the Agenda: Two Executive sessions. One for past due accounts and shut offs, and the second on contracts.

Public comment: None.

Meter Updates: Katie informed the board that 270 meters have been installed, and she will call Tardif Plumbing and Heating to see if anymore have been done.

WWTF Update: There will be a ribbon cutting ceremony held on December 1, 2026, at 10:00 AM on the plant. The USDA funds for reimbursement were released to the attorney and will be sent to the town by the end of the week. We will have to renew the line of credit, as payment is due on this by December 2, 2026, and we will not have all the funding reimbursed to us by then. There will be an interest payment due of $100,000.00 due on December 2, 2026, but this will be refundable from USDA.

We will be adding soffits to the back of the building.

Water treatment facility update: We are 90% complete on the design of the transmission main. There are two easements left to complete before the transmission construction can begin. Construction will tentatively begin in the spring. USDA is requesting more information. Mike informed the board that when the DWSRF funding starts we will have a 50% subsidy payment due. Mike also informed the board that the answer from the NBRC grant application should be next month.

Pay Order Review: The board members reviewed the pay orders for the water expense account, sewer expense account and the water and sewer operations account.

Approve the minutes of the previous meeting: The board reviewed the minutes of the October 20, 2026, meeting. A motion was made by Heather McElroy to approve the minutes as printed. Mark Vaillancourt seconded the motion. So, passed. Maria Perry was recused from the motion, as she was unable to attend the meeting.

Budget report: The board quickly reviewed the budget numbers and will start working on the 2027 budget at the next meeting.

Other business: None.

Executive session 1: Maria Perry motion to enter Executive Session 1 to discuss past due accounts and shut off matters under the provisions of Title 1, Section 313 of the Vermont Statutes finding that premature public knowledge would substantially disadvantage the town. Mark Vaillancourt seconds the motion, all in favor, so carried. The board entered Executive session at 6:05 PM.

Maria Perry motions to exit Executive Session. Mark Vaillancourt seconds the motion. Heather McElroy announced that the board exited Executive Session at 6:15 PM, and no action was taken.

Executive Session 2: Maria Perry motions to enter Executive Session 2 to discuss contract matters under the provisions of Title 1, Section 313 of the Vermont Statutes finding that premature public knowledge would substantially disadvantage the town. Mark Vaillancourt seconds the motion, all in favor, so carried. The board entered Executive Session 2 at 6:20 PM.

Maria Perry motions to exit Executive Session 2. Mark Vaillancourt seconds the motion, all in favor, so carried. Heather McElroy announced that the board exited Executive Session 2 at 6:35 PM, and no action was taken.

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

Meeting adjourned at 6:38 PM.