

Pine Grove Community Water Association

Monthly Meeting Agenda

For March 2025

I) Call Meeting to Order

II) Introduce Guests: Diane James

III) Items From the Floor to be Added to the Agenda

IV) Minutes of the Last Meeting

V) Discuss Financial Report

A) Budget 2025 and Long Term Budget

- 1) Bookkeeping and Banking
- 2) Approve Invoices for Payment

B) Outstanding Payments

- 1) Monthly Water Usage Bills
- 2) Annual/Monthly Fees –
- 3) Late Fee Charges – Diane James Lead line survey noncompliance fee
- 4) Other Money Owed – Leak Rate charges for [REDACTED] and [REDACTED]

VI) Old Business

A) Membership Emergency Contact Plan—Updated—ON GOING

- 1) Website
- 2) Email
- 3) Text Message
- 4) Telephone
- 5) Direct Contact

B) Provide List of Membership Easements—Gerry—ON GOING

- 1) Signed – 108 Recorded, 186 Members, 141 Member Users
- 2) Pending Signature –
- 3) Larson mainline extension easements -

C) Update on Water Main Break/Repair Location

D) Sudbury Well

- 1) Land – Levinsky – Sudbury
- 2) Sudbury Well Update
 - a) 36" Diameter steel cover – insulation and locking
 - b) Lot cleanup and drainage grading – Gerry
 - c) Set up Sudbury well exercise plan

E) Discuss Theoretical Line Loss

VII) New Business

A) Application for Membership and other Documents – Annual Meeting April 18th ?

B) Expenditures—Long Term Planning

- 1) Leak Repairs
 - a) On going projects and costs
- 2) Equipment Repairs
 - a) On going projects and costs
- 3) Through 7) Items as listed in the Feasibility Study

C) Expenditures—Short Term Planning

- 1) Pump House
 - a) Re-plumb piping – suggested to upgrade to 4" diameter pipe
- 2) Sudbury Well – water meter, security fencing, vault floor drain, electric cover lock
- 3) Find contractor for 3 main line meters to be installed at N & S Pine Grove Road and Ember Road

VIII) Reminder for Revisits

IX) Adjournment