

**ALTON WATER WORKS  
67 FRANK C. GILMAN HIGHWAY  
ALTON, NEW HAMPSHIRE  
REGULAR MEETING OF  
JULY 26, 2017**

PRESENT: Chairman Courtney Mitchell  
Vice-Chairman Lou LaCourse

**It was stated to all in attendance, prior to the meeting, that the meeting would be taped for accuracy and erased as soon as the minutes were approved.**

- A. CALL TO ORDER: Chairman Mitchell called the meeting to order at 6:27 pm.
- B. APPROVAL OF AGENDA: Vice-Chairman LaCourse made a motion to accept the agenda, Chairman Mitchell seconded the motion. All were in agreement, the Agenda was accepted.
- C. APPROVAL OF MINUTES: NONE
- D. PUBLIC INPUT: NONE
- E. CORRESPONDENCE: NONE
- F. DEPARTMENT REPORT TO THE COMMISSIONERS: Jones Field pump as of 07/15/2017 is running an average of 12.5 hours per day @ 262,500 gallons per day.

Vice Chairman LaCourse asked if when it runs, does it pump the same amount of water? Chairman Mitchell responded that it does fluctuate depending of the draw down of the well with the head pressure on it. It's usually pretty consistent. You can guarantee that at 350 gallons per minute is your normal flow. In a drought you're not refilling your head pressure is not going to be as high so you would be pumping more.

Water test results are back. All passed. We did have a hit in June at the town hall and it was retested and came back fine. The hit could have been from any number of steps in drawing of the water.

There is a small caustic leak in the bulkhead fitting in the bottom in the Levey Park pump house which is not running at this time. Chairman Mitchell spoke to Mr. Decowski about how to transfer that into a different container and repair the leak and replace the chemicals. He needs to change out a PVC valve and needs to get the CPVC fittings and to have someone else with him when this is done. Chairman Mitchell told him that he needs to wear a full PDE when it is done. So he will get a white Tyvek suit and has a full face shield and gloves and these is vinegar on site to neutralize if need be.

Milfoil is being treated so Levey park will be run to waste as a precaution.

Chairman Mitchell will touch base with Mr. Noyes when he returns from vacation regarding the backflow testing.

The containment for the 4” meter needs to be addressed. Chairman Mitchell thinks that we should be able to go to Water Industries and get a concrete well tank or a small concrete well tile with a manhole cover. When the summer line is turned off, the meters will be removed.

G. OLD BUSINESS: NONE

Brian Dubisz joined the meeting and was given some basic information concerning the 2 wells and how the system works. What is year round and what is seasonal and what the short term plans are.

Chairman Mitchell is still waiting to hear from the State Revolving Loan Fund, where she put in for \$100,000. DES is aware, that as far as criticality goes, we are right up there. DES has worked with us. There also needs to be mapping of all the lines and valves for asset management. There is a GSI system that has a grant that would have to be matched for the system.

The basic billing was discussed. In the future we would like to get a software system with radio reading that would be picked up as they drive by that then would transfer into the billing system which would cut down on the time required to go to each meter pad and read the usage than enter into the billing system. This would also involve updating all the meters.

H. NEW BUSINESS: The budget needs to be done for the upcoming year. We present the budget to the Budget Committee and the Selectman as a courtesy. We are partially independent from the town, we bill and collect monies which goes towards our budget. A certain criteria is followed for collections.

I. OTHER BUSINESS: NONE

J. ADJOURNMENT: Vice Chairman LaCourse made a motion to adjourn, Chairman Mitchell seconded the motion. Meeting was adjourned at 7:26 pm.

At 7:35 the meeting was reopened by Chairman Mitchell and Vice Chairman LaCourse to discuss the third Commissioner position. Vice Chairman LaCourse made a Motion “To accept Brian Dubisz as the third Water Commissioner.” Chairman Mitchell seconded the motion. Vote was taken and Brian Dubisz accepted the position and was appointed as the third Commissioner for the Alton Water Works.

K. ADJOURNMENT: Vice Chairman LaCourse made a motion to adjourn, Chairman Mitchell seconded the motion. Meeting was adjourned at 7:38 pm.

Respectively submitted:  
Penny Williams - CLERK

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DATE SIGNED

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COURTNEY MITCHELL - CHAIRMAN

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LOUIS LACOURSE - COMMISSIONER