

**ALTON WATER WORKS  
67 FRANK C. GILMAN HIGHWAY  
ALTON, NEW HAMPSHIRE  
REGULAR MEETING OF  
November 13, 2018**

PRESENT: Chairman Reuben Wentworth  
Vice-Chairman Virgil Macdonald  
Commissioner Patrick O'Brien

**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 Wentworth called the meeting to order at 6:00 pm.
- B. APPROVAL OF AGENDA: Motion was made by Vice Chairman Macdonald to approve the agenda as read, was seconded by Commissioner O'Brien. Motion was made by Chairman Wentworth to amend the Agenda to include "Discussion of the route 11 Dig and the Fire Hydrant." Vice Chairman Macdonald seconded the motion. Vote was taken all were in agreement.
- C. APPROVAL OF MINUTES: Minutes of October 22, 2018. Motion was made by Commissioner O'Brien "To approve the Minutes of the regular meeting of October 22, 2018". Vice Chairman Macdonald seconded the motion, vote was taken, all agreed to the Motion, and the Motion passed.
- D. NON-PUBLIC SESSION: NONE
- E. PUBLIC INPUT: NONE
- F. CORRESPONDENCE: Chairman Wentworth shared a letter he had received concerning sampling from DES.
- G. DEPARTMENT REPORT TO THE COMMISSIONERS: Previous Friday night there was a main leak on Main Street and DOT was called to re-route traffic.

Budget and Revenues were discussed.

Chairman Wentworth would like to check to see what was needed in the way of uniforms. Commissioner O'Brien will go over this with the guys.

Chairman Wentworth discussed Valve maintenance. When the hydrant uncovered on Rollins Hill they found that they could not shut the water line down. Mrs. Mitchell suggested that an insertion valve be installed which would cost about \$4,200. Mr. Decowski, over a period of time, worked the valve further toward town that would shut the water down and was able to get it to operate.

Chairman Wentworth wants to set up a valve maintenance program to make sure that all valves in the system are in good working order.

Discussion was had concerning the 312 Main Street low water problem. They tried to snake out the line but it was 3/4" tuberculate so the line was sleeved and a new service was run. Wilbur Way repair is still on for November 14<sup>th</sup>.

Discussion was held concerning the 3 valves that are in a driveway on Riverlake St. Vice Chairman Macdonald made a motion "To replace all three curb stops moving them into the right of way and Mr. Byrne will be responsible for replacing the paving bricks in his driveway." Commissioner O'Brien seconded the motion. Vote was taken; all were in agreement Motion passed.

- H. OLD BUSINESS: Work orders are to be issued to mark shut off valves on past due accounts in preparation of shutting the services down.
- I. NEW BUSINESS: Route 11 fire hydrant at Rollins Hill still needs to be done. Replacing the line at Wilbert Way is scheduled for November 14<sup>th</sup>. Help has been scheduled to be there for equipment operators and flaggers. Chairman Wentworth offered to be available if additional help is needed. There also will be a paving company in town that day that may be able to provide paving.

Vice Chairman Macdonald saw that the State of New Hampshire has opened funding for upgrading water systems. He thinks we should apply for any grants that we could be eligible for.

Commissioner O'Brian wants to develop an Asset Management Plan, first concentrate on getting a Superintendent, and then on operating policies for valve maintenance etc. and getting a five year plan in place. DES will have grants available in June. Having all the background information together will be important for making applications for Grants.

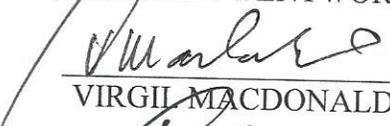
Chairman Wentworth had a discussion concerning mapping the system. There has been a lot of work on going for mapping within the Town. Mr. Roberts at the Highway Dept. has been working to get all the Highway GSI set up.

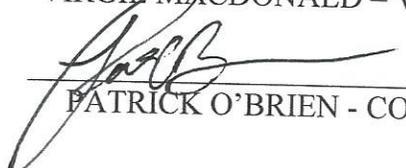
- J. ADJOURNMENT: Next meeting is scheduled for November 26, 2018. Motion was made by Vice Chairman Macdonald made a motion to adjourn the meeting. Motion was seconded by Commissioner O'Brien. Vote was taken, and all were in agreement, motion passed. Meeting was adjourned at 6:45 pm.

Respectively submitted:  
Penny Williams  
Clerk

12/24/18  
DATE SIGNED

  
REUBEN WENTWORTH - CHAIRMAN

  
VIRGIL MACDONALD - VICE CHARMAN

  
PATRICK O'BRIEN - COMMISSIONER