

**ALTON WATER WORKS  
67 FRANK C. GILMAN HIGHWAY  
ALTON, NEW HAMPSHIRE  
REGULAR MEETING OF  
APRIL 8, 2019**

PRESENT: Chairman Virgil Macdonald  
Vice Chairman Patrick O'Brien  
Commissioner Rossiter Holt (Bob)  
Superintendent Courtney Mitchell

**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 are approved.**

- A. CALL TO ORDER: Chairman Macdonald called the meeting to order at 6:01 pm.
- B. APPROVAL OF AGENDA: Motion was made by Chairman Macdonald to approve the agenda as read, was seconded by Commissioner Holt. Vote was taken all were in agreement.
- C. APPROVAL OF MINUTES: Motion to approve Minutes from March 25, 2019 made by Chairman Macdonald, seconded by Commissioner Holt. Vote was taken, all were in agreement and the Minutes from March 25, 2019 were approved.
- D. PUBLIC INPUT: NONE
- E. CORRESPONDENCE: NONE

F. DEPARTMENT REPORT TO THE COMMISSIONERS:

After the hydrant was replaced on Main Street and the line charged, the driveway at Levey Park opened up. When the line was dug up and revealed a 25' long crack had developed in the 8" main and the line was frozen solid all the way back to the well. Repairs had been done in the past. Superintendent Mitchell described the past repair and explained what was done at this time. She left the still frozen part of the line open to work on the next day. In her opinion, the freeze was caused by the well not being run in the winter time and the line was not buried deep enough. The backfill that was used in the second section that froze was bank run. When closing the line that was repaired, blue board insulation was placed on top of 1" of sand for insulation. At some point the line should be lowered as it is only 3 1/2' deep, and there was no sign of ledge, or the road should be raised.

Commissioner Holt asked for information on the way the wells are rotated. There was discussion on the running of the wells and the maintenance of the line and road.

The price came in for the pump at Jones field at \$27,000, complete.

The technicians are now on call every other week. The overtime for the on call pay for the technicians will be approximately \$2,100 for the year if they pay them for 3 hours per week.

Commissioner Holt made a motion to "Pay the technician that is scheduled for On Call 3 hours per week overtime at his pay scale." Vice Chairman O'Brien seconded the motion, vote was taken, motion passed.

They have not received their raises as yet and she would like to establish how much they will be paid for on call. Meter readings were done on April 1<sup>st</sup> and 2<sup>nd</sup>. The Hydrant repair went better than planned. There is a leaking valve uptown that will need attention. As the gate valve inspections are done she is sure that there will be more that will need attention as well. She was pleased with the technicians' motivation to get the Levey line repaired.

- G. OLD BUSINESS: Chairman Macdonald opened discussion on the well repair cost. The Commissioners had made a motion to take the repair cost out of the Water Revenue Account. He would like to make a motion "To change the motion made on March 25, 2019 concerning the repairs of Jones Field pump, to pay the bill and take it out of the surplus at the end of the year if necessary instead of the Water Revenue Account." Vice-Chairman O'Brien seconded for discussion. The new motion by Chairman Macdonald is "To Amended the motion of March 25, 2019 to read as follows: "Motion to expend not more than \$28,000 dollars for the emergency repair of the Jones Field pump out of the Water Revenue Account". Commissioner Holt seconded the motion. Vote was taken and all were in favor. The motion passed.

Vice Chairman O'Brien reminded the Commission that if 2 Commissioners arrive at an incident, that would warrant a Meeting.

Some discussion has held concerning The Right to Know and procedures for communications.

Commissioner Holt mentioned that we have Public Input on our agenda, the selectmen have it on twice, but by law it is not necessary. Chairman Macdonald said that if you don't have public input you will not know what our constituents concerns and needs are.

H. NEW BUSINESS:

Vice Chairman O'Brien brought up the fire on Main Street. Chairman Macdonald has asked the chief go to the next Selectmen's meeting so it could be recorded, to explain exactly what happened so the rumors could be put to rest. Vice-Chairman O'Brien mentioned that it was a courtesy to call the water works to inform them that a hydrant was going to be used. With the new float system the Water Works will know if there will be an issue. Discussion was had concerning the news media's stories, the mains, the hydrants and flows. Keeping in mind that the water mains are dated and the fire department has larger tanks and pumps, and the timing of getting the fire department at the incident. The reservoir had plenty of water and VFD for the pump was turned up.

Chairman Macdonald would like to see if some Grants are available to be able to start upgrading the infrastructure. Vice Chairman O'Brien added that the Asset Management will be implemented so it's known how old and what shape everything is in and where the most problematic sections are, then apply for possible Grants. Chairman Macdonald mentioned that if you have 8" mains there is a grinder that can be put in the line to remove anything in the pipe and relines it without having to excavate. Discussion was had concerning the possible development problems if larger businesses wanted to come to town. Superintendent Mitchell said the most important thing to work towards this the tank, 250,000 gallons is not a lot of water. Rick Skarinka had stopped in the office a while ago and one of the things he suggests is that we



should begin looking for a site for a redundant tank. It was mentioned that the State of New Hampshire project for Route 140 is still on hold. That project would be a tremendous asset.

The current billing was discussed and the past due accounts were assessed.

One account with a large balance had a reverse mortgage and the mortgage company has not changed the ownership of the property and does not respond to the bills as they are accrued. Chairman Macdonald made a motion to "Place a lien on the property with account number 744/781 for the total amount of the bill plus the charge of a new meter." Vice Chairman O'Brien seconded the motion. Vote was taken; all were in agreement, motion passed.

I. NON-PUBLIC SESSION: NONE

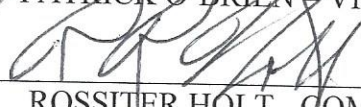
J. ADJOURNMENT: Motion to adjourn was made by Commissioner Holt, seconded by Chairman Macdonald, vote was taken, and all were in agreement. Time: 7:15 pm

Respectively submitted:  
Penny Williams  
Clerk

4/22/19  
DATE SIGNED

  
VIRGIL MACDONALD - CHAIRMAN

  
PATRICK O'BRIEN - VICE CHARMAN

  
ROSSITER HOLT - COMMISSIONER