

**ALTON WATER WORKS  
67 FRANK C. GILMAN HIGHWAY  
ALTON, NEW HAMPSHIRE**

**MINUTES OF AUGUST 27, 2014  
REGULAR MEETING**

PRESENT: Chairman John Conboy  
Vice Chairman Paul White  
Commissioner Richard Glidden  
Superintendent William Curtin

**A. APPROVAL OF AGENDA:** Vice Chairman White made a motion to change the wording of the AGENDA to remove names. Commissioner Glidden seconded the motion. The wording of the AGENDA was changed by removing names and simply stating "2 Delinquent Accounts".

**B. CALL TO ORDER:** Motion was made by Chairman Conboy to call the meeting to order at 9:33 am. Commissioner Glidden seconded the motion.

**C. PUBLIC INPUT:** NONE

**D: APPROVAL OF MINUTES:** Vice Chairman White made a motion to accept the Minutes of the Regular Meeting of July 30, 2014, Commissioner Glidden seconded the motion. Minutes of the Regular Meeting of July 30, 2014 were accepted as read.

**E. CORRESPONDENCE:** Generator Connections Quote – A service man was working on the generator on 8/26/14 on the temperature control sensor. The generator did run but shut down. The service man will be back on Friday to install a new control sensor.

**F. SUPERINTENDENTS REPORT:** Jones Field pump is running an average of 13 hours per day @ 234,000 gallons per day.

In comparing run time from last year, this year run time is reduced by 1 ½ to 2 hours per day or 290 gallons per minute.

2 Delinquent Accounts – Letters will be sent notifying the property owners that they must come in to the office and negotiate a payment schedule.

Cleaning of Reservoir – This was to be scheduled for August or September. Superintendent Curtin has not heard from Underwater Solutions for scheduling as yet.

Roofs at the office building and Levey Park are included in the invitation to bid published by the town. Bids are to be received at the town hall on 9/9 by 2:00 if any of the commissions would like to attend.

New Bay Street – All supplies are in and Superintendent Curtin has spoken to Mr. Smith at ABCCC and informed him that we are replacing the line, but not replacing the hot top.

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Hydrants – Huggins Hospital property – The hydrant at Homestead Place was tested and is getting 450 gallons per minute. Alton Water Works is going to test hydrants from Church Street to the Main Street cemetery. We will put an advertisement in the local paper notifying of the Flushing of the hydrants. Placement of the hydrant at the Huggins site should be located at the end of the line rather than the corner.

The white truck is still having problems. Irwin keeps trying to fix it and the cost is becoming unreasonably high. Commissioner Glidden is negotiating with Irwin Motors.

Alton Central School – Building additions and digging is being done near the water lines. The construction company was not aware of where the lines are. They are also installing culverts and catch basins.

**G. OLD BUSINESS:**

Household Senior Services/Sawyer/Geraghty Property 11 Huckins Circle Small Claim Complaint. Court date 9/8/14 at 8:30.

High risk RPZ's will be tested beginning 9/10 and 9/11 by Thursty Water.

Levey Park Well – Called Greg Brooks to install switch. Mr. Brooks should be calling today or tomorrow to schedule the installation. Then TDS will be scheduled to make sure all signals are running properly. Levey Park should be running by the end of next week.

Abe Goldberg from 12 Downing Dr. sent an email to the Alton Water Works Board of Commissioners concerning "Izzy" (the dog) being at the office. The email received is available for review at the office and attached to the minutes. All Commissioners have a copy of the email.

**H. NEW BUSINESS:**

Abatements – 3 were reviewed and signed.

Huggins Hospital/ Hydrants – Was addressed in Superintendents Report.

2015 Budget Meeting is scheduled for 9/10/14 at 9:00. The Board of Selectmen, on August 18, 2014, voted that the non-personnel items portion of the budget objective would be a zero percent increase. The personnel cost will be based on the July 2014 CPI which is supposed to be available as of Friday August 22, 2014.

Signing bills on Monday/Meetings – People perceive that there is a meeting of the commissioners due to the time that the commissioners spend at the office on Mondays which will be rectified.

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Vice Chairman White shared his view concerning protocol and the lack of communication between the Board members and between the Board members and the Superintendent. He apologized for anything he may have said, or will say, that could be construed as an individual affront, but protocol needs to be established to run the business successfully.

Vice Chairman White stated that, to avoid miscommunications and misunderstandings, work orders should be made by the Commissioners and submitted to the office if any issues arise, allowing everyone to be appraised of any given situation and given the opportunity to discuss the matter.

A working manual will be developed with job descriptions and protocol for the Alton Water Works.

**I: NON-PUBLIC SESSION: NONE**

**J. ADJOURNMENT:** Motion was made by Vice Chairman White to adjourn the meeting. Motion was seconded by Commissioner Glidden, vote was taken, and all were in agreement motion passed. Meeting was adjourned at 11:25 am.

Respectively submitted:  
Penny Williams - CLERK

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DATE SIGNED

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JOHN CONBOY - CHAIRMAN

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PAUL WHITE – VICE CHAIRMAN

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RICHARD GLIDDEN – COMMISSIONER

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WILLIAM CURTIN - SUPERINTENDENT