

**ALTON WATER WORKS
67 FRANK C. GILMAN HIGHWAY
ALTON, NEW HAMPSHIRE
REGULAR MEETING OF
OCTOBER 9, 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:
Vice Chairman Macdonald made a motion to "Accept the agenda as read"; Vice Chairman Macdonald made a motion to add to "OLD BUSINESS, "The overdue account on Main St." and "The New Truck and Trailer." Chairman Wentworth made a motion "To approve the amended Agenda." Vice Chairman Macdonald seconded the motion. Vote was taken, all were in agreement, and the Agenda as amended was accepted.
- C. APPROVAL OF MINUTES: Minutes of September 24, 2018. Motion was made by Chairman Wentworth "To approve the Minutes of the regular meeting of September 24, 2018". Vice Chairman Macdonald seconded the motion, vote was taken, Commissioner O'Brien abstained, both Vice Chairman and Chairman agreed to the Motion, and the Motion passed.
- D. NON-PUBLIC SESSION: This will be held at the end of the meeting.
- E. PUBLIC INPUT: NONE
- F. CORRESPONDENCE: NONE
- G. DEPARTMENT REPORT TO THE COMMISSIONERS:
Quarterly over dues 09/24/18 outstanding \$16,615.73 on 10/09/18 \$11,768.22
Seasonal \$ 8,685.06 on 10/09/18 \$ 7,455.06

The Rothermels would like an appointment to discuss their water service rather than doing letters back and forth. Set appointment for November 13, 2018 if possible.

Overdue accounts that were sent a letter on September 4th, and other than the accounts marked, I have not heard from them. See attached.

The billing was done and mailed. Total new charges is \$105,824.96. Please sign original. Original was signed.

There was discussion on the seasonal past due letter.

Chairman Wentworth made a Motion "Any past due account needs to be sent the past due letter and any account overdue at the time of the next billing, will be sent a Shut Off notice". Commissioner O'Brien seconded the motion, Vote was taken, the Motion passed. The commissioners will be kept up to date on who is overdue.

Discussion was held concerning the Alton Water Works surplus revenues from 2010 to 2018. One of the prior Superintendents did say that when he was there, he did ask for the surplus revenues. Any surplus revenues can be put directly into the Capital Accounts. The Capital Accounts need to be built up to use for the infrastructure.

- H. OLD BUSINESS: Superintendent's Position – Discussion was held on what would be required for hiring a superintendent.

Chairman Wentworth made a Motion "To recess the meeting for five minutes." Commissioner O'Brien seconded the motion, vote was taken, all were in agreement, motion passed.

Meeting was reconvened at 6:15.

The advertisement for Superintendent was discussed. The ad will be changed to read: Working Superintendent, Successful candidate must live within ½ hour from the Town of Alton within 12 months. Mrs. Williams will get pricing for the Concord Monitor, Manchester Union Leader, the Daily Sun each, for 1 week and the Baysider for 2 weeks as it is only a once a week publication.

Discussion was held concerning the seasonal employee. Chairman Wentworth made a Motion "To make that position permanent, year round, conditional upon getting Level 1 Water Treatment license within 12 months." Vice Chairman Macdonald seconded the motion, vote was taken, and all were in agreement. Commissioner O'Brien will present this to that employee.

Budget 2019 Final Approval – Discussion was had concerning finalizing the budget. Discussion was had concerning the Capitol Reserve.

Chairman Wentworth made a Motion "To have the figures verified and do a consensus that we all agree with the final budget and will ratify it at the next meeting." Vice Chairman Macdonald seconded the motion, vote was taken, all were in agreement, and Motion passed.

Painting – Chairman Wentworth mentioned that the garage still needed to be finished.

Summer Lines are scheduled to be shut off beginning on October 15, 2018.

Hall water service – Chairmen Wentworth suggested that the meter be read and monitored.

Byrne shut offs - Discussion was had concerning the 3 shut offs in the driveway. Vice Chairman Macdonald made a Motion "To move the curb stops out to the right of way." Commissioner O'Brien seconded the motion, vote was taken, and Motion passed.

Truck and trailer - Discussion was had concerning what is involved to allow the Laborers to get a CDL A with an O restriction. Commissioner O'Brien said that he would follow up on that.

- I. NEW BUSINESS: Reservoir Cleaning. Last cleaning was in 207 and leak detection was done in 2015. It is time to have it cleaned again.

State has resigned a contract of fuel. Now the rate is \$2.12 for gas and \$2.36 for diesel. The fire department has already changed over.

NON PUBLIC SESSION:

Motion to enter Nonpublic Session was made by Chairman Wentworth seconded by Vice Chairman Macdonald.

Specific Statutory Reason cited as foundation for the nonpublic session: RSA 91-A: 3

Roll Call vote to enter nonpublic session:	Reuben Wentworth	Y
	Virgil Macdonald	Y
	Patrick O'Brien	Y

Entered nonpublic session at 7:41 pm

Motion to leave nonpublic session and return to public session was made by Chairman Wentworth, seconded by Vice Chairman Macdonald.

Roll Call vote to enter public session:	Reuben Wentworth	Y
	Virgil Macdonald	Y

Motion was made by Chairman Wentworth to "To not divulge the minutes of the Non-Public session" Vice Chairman Macdonald seconded the motion; all were in agreement the motion passed.

Public session reconvened at 7:51p.m.

Chairman Wentworth asked for a motion to allow him to sign the Agreement with Richard Helie. Commissioner O'Brien made a motion "To have Chairman Wentworth sign the Agreement with Richard Helie." Vice Chairman Macdonald seconded the motion; vote was taken all were in agreement, motion passed.

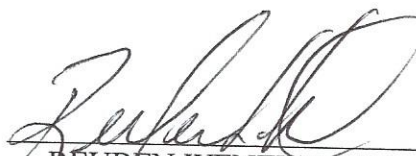
- J. ADJOURNMENT: Motion was made by Chairman Wentworth made a motion to adjourn the meeting. Motion was seconded by Commissioner Macdonald. Vote was taken, and all were in agreement, motion passed. Meeting was adjourned at 7:53 pm.

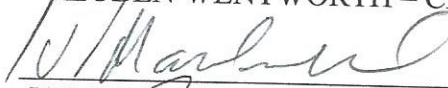
Respectively submitted:

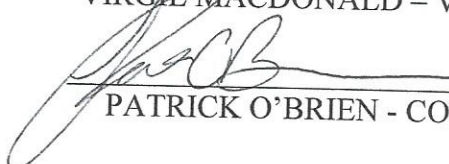
Penny Williams

Clerk

10/22/10
DATE SIGNED


REUBEN WENTWORTH - CHAIRMAN


VIRGIL MACDONALD - VICE CHARMAN


PATRICK O'BRIEN - COMMISSIONER