

BORD OF WATER COMMISSIONERS' MEETING
AUGUST 10, 2009
5:30 P.M.

MEMBERS PRESENT: Jack Caten, Niles Busler and Fran McNamara.

GUEST PRESENT: Supt. Paul Rafuse, James Blanchard, Michael MacEachern and Brenda Boudreau-clerk.

Jack opened the meeting at 5:38 p.m.

DECISION: Jack and Niles voted unanimously to accept the minutes of June 8, 2009.

DECISION: The Board voted unanimously to accept the minutes pending the correction to the amount of the grant.

The Board reviewed the warrants totaling \$22,199.75.

The Board reviewed the payroll warrants totaling \$19,966.49.

NEW BUSINESS:

- 1.1 Paul discussed with the board as to whether or not John Forest should be charged additional fees to upgrade the waterline at 1 Jefts Street from ¾" line to a 1" line. The Board feels that the owner should replace it with a 1 1/2" line for sufficient flow for a three family and to support the current fire protection system. The board suggests that he retain the services of an engineer and follow his advice. The board also agreed that all fees should apply to upgrade this service. It was tabled.
- 1.2 The Board discussed the pending charges brought against Mike in Brookline, N.H. Mike explained that he had been charged with a DUI and had received notification that his court date is September 1, 2009. At that time he will have a better understanding as to how long he would lose his license for. Mike also explained that he would be asking the court for a hardship license. Jack stated that a hardship license is only good for the day and would Jim and Paul be willing to cover his on call hours. Both Jim and Paul stated that they would do whatever need to be done to support Mike and retain his job at the Water Department. The Board also offered their support and feel it would be more beneficial to the department to keep an already licensed and trained man rather than finding a new one. The board tabled the matter until after his court date.
- 1.3 **DECISION:** The Boarded unanimously to carry forward all balances in the special accounts except for account #5025 Legal Fees, they request leaving \$200.00 in that account and transfer the remaining balance to the surplus account.
- 1.4 Brenda presented the Board with the account receivable reports for both systems.
- 1.5 Brenda presented the Board with the schedule of bills receivable report for Witches Brook.
- 1.6 Brenda presented the Board with the Intermunicipal agreement for review.
- 1.7 Brenda presented the Board with the 4th shut-off list for review.

- 1.8 Brenda presented to the Board a signed application for water service at 31 Proctor Road, John Purcell.

DECISION: The Board voted unanimously to approve a 1" service to John Purcell, 31 Proctor Road, Account #1613, application #0707.

OLD BUSINESS:

- 2.1 Paul requested that the Board grant authorization to solicit quotes for a rate study. Paul explained that it is a comprehensive study which factors in future projects, rising insurance premiums etc. to give the department a more accurate rate increase projection. Fran believes that we can come up with our own rate increase ourselves because we have limited resources to pay for it. After some discussion the Board agreed to have Paul solicit the quotes for review.

DECISION: The Board voted unanimously to have Paul get the quotes.

- 2.2 Paul presented the Board with an agreement to replace the generator at the West Meadow Booster Station. The cost for the project is \$17,400.00.

DECISION: Job was awarded to Messer Power Systems and the agreement signed.

- 2.3 Paul discussed with the Board additional quotes for the security cameras at Witches Brook. Paul told the Board that Walt Nemi was the only company that had the equipment to set the cameras on the telephone poles.

DECISION: The Board voted unanimously to approve Walt Nemi to install the security cameras at Witches Brook.

- 2.4 Paul discussed the land on 107 Fitchburg Road. Mr. Mosher has not yet sent a purchase price for the land in question. Paul explained that we have to get an appraisal for the property before we go to the town meeting for approval. Niles would like Paul to send him another letter requesting him to forward a purchase price for the property. Explain that the property is of minimal value to our department. Offer \$5,000.00 to see what he says.

- 2.5 Paul discussed the energy efficiency grant with the board. The grant has been reduced to \$320,000.00 because DOER will be doing the procurement design and sending out the invitation for bids. The original proposal was \$8.50 per kilowatt hour, and they reduced that to \$7.50 so they expect the prices are going to come in a lot lower. We will still be able to get the VFB in there to do that we are going to have to submit design which Stantec will have to perform at a minimal cost. The design will be included in the grant, and Stantec will have to get the SRF application in. Paul will have Stantec available for a site visit. DOER will schedule a site visit in the next day or two. Some of the concerns after talking with Greg are because it is federal money being used it will spur an independent audit which we are responsible for paying. Greg said he can split the cost of the audit with us.

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The next warrant signing meeting is Monday, August 24, 2009.
The next schedule board meeting is Monday, September 14, 2009.

Jack adjourned the meeting at 6:45 p.m.

Respectfully submitted,

Brenda Boudreau-clerk