

**MINUTES OF THE WATER COMMISSIONERS**  
**Monday March 13, 2017 @ 6:00 P.M.**  
**Town Clerk's Office**

**Members Present:** Jes Alexant, Brooks Sturtevant, Marshall Ploof and Sara Rainville (secretary).

**Guests:** Peter Magnant & Yvon Dandurand, select board members.

Meeting called to order at 6:01 p.m. by Jes Alexant. Pledge of allegiance was recited.

**Agenda Amendments:**

None.

**Public Comment:**

None.

**Approve Minutes:**

Marshall/Brooks made the motion to approve the February 13, 2017 minutes, all in favor, motion passed 3-0.

**Treasurer's Report & Budget Prep:**

Sara presented the water commissioners with a trial balance report for FY17; checking account balance \$45,566.47.

A warrant with supporting invoices totaling \$497.79 for March bills was submitted for review and signatures by the members.

A warrant with supporting invoices totaling \$464.46 for interest on the loan refinancing was submitted for review and signatures by the members.

Sara stated there are three outstanding active customer accounts from the January 1, 2017 billing. Past due notices were sent out on February 20, 2017 with a final pay date of March 3, 2017. Disconnects were set to happen the week of March 6-10, 2017. This has not been done yet, Sara has made/attempted calls and left messages to the remaining accounts. Mark Brouillette will leave door tags with final disconnect dates this week when he is in Town if they are still outstanding.

Motion made by Marshall/Brooks to approve the treasurer's report, all in favor, motion passed 3-0.

Sara stated that she received some calls from Matt Williams in regards to past due water notices. Matt and his wife own property at 255 Square Road; he informed her that the house has been vacant since early 2015 and that the water was disconnected at the main when they moved out. There is a balance due to the Town (from a prior Franklin Fire District #1 balance that was outstanding when the Town took over) and charges have also been incurring semiannually since the Town took over.

Brooks/Marshall made the motion to put a lien on 255 Square Road in the amount that is due to the Town from Franklin Fire District #1 balance that was outstanding when the Town took over the water system and to include lien filing fees; all in favor, motion passed. Sara will get the lien together for the Town Clerk's Office to record.

Brooks/Jes made the motion to waive fees incurred on 255 Square Road since the Town over the water system on July 1, 2015 to January 1, 2017; all in favor, motion passed. Sara will make the necessary adjustments to the account.

**Lead & Copper Testing:**

Sara spoke to Mark Brouillette today; samples will be collected and submitted this week. Jes will follow-up with Mark via email.

**Operator License Renewal:**

Marshall's operator license is set to expire this summer, would the water commissioners like him to renew it to be able to assist Mark if/when needed?? Members would like Marshall to renew his license but understand if he chooses not to.

Brooks/Jes made the motion to accept Marshall renewing his water operator license; all in favor, motion passed.

Brooks/Jes made the motion to pay for Marshall's classes needed for renewing his license and renewal fee; all in favor, motion passed. Marshall can submit class registration forms to the Treasurer for a check to send in with them.

**Thompson's Main Street Property:**

Marshall was contacted by Mr. Thompson, the two then meet at Mr. Thompsons request. Mr. Thompson inquired with Marshall as to if the Town Water District would like to purchase his Main Street property along with its newly installed well. After discussion was had, the commissioners decided not to pursue the purchase of Mr. Thompsons Main Street property.

**Water Use Ordinance:**

Sara had some questions concerning the proposed rate table in regards to reconnection, disconnection, bad check fees and delinquency fees; it appears that she doesn't have the most recent draft. Jes will send most recent copy to all members for future discussion and review at next meeting.

**System Upgrade Update:**

Jes reviewed the most recent notice from the State. He has been in contact with Lance Phelps, who is now retired, about the changes that the State is requesting. Once he receives the revisions from Lance, he will submit them to the State for final approval. Once final approval is given by the Sate, we can proceed with Otter Creek on the next phase.

Brooks will updated funding information in the near future and report back to members.

**Other Business:**

- CCR templates are now available online for 2016

- Marshall stated that the old Bullis house on the corner of Square Road & Hanna Road had frozen pipes in the crawl space, the line in the house has been shutoff and repairs are being made.
- Marshall noted that the Town Clerk's Office contacted him about a spot on Webster Road (just south of Mike Messier's house) that seems to be very wet & ice, they were concerned that there may be a possible water line leak. Marshall explained that there is an old pumping log that drains there, it's wet in the spring & fall and ices over in the winter. Should be dug up and tiled to the ditch. Peter stated that there is work being done on that section of road this summer, the select board will discuss having that area fixed at the same time.
- It was noted that the cap on the curb stop at Vivian Bishops has been knocked off.
- Jes would like to remain on the water commission for another term.
- Donald Gates' mailbox has not been moved yet, Jes will send him a letter.

The next meeting is scheduled for April 10, 2017 at 6:00 p.m. at the Town Clerk's Office.

Marshall/Brooks made a motion to adjourn; all in favor 3-0, motion passed. Meeting adjourned at 7:25 p.m.

Respectfully,  
Sara Rainville  
March 13, 2017

***These minutes are not official until approved at the Water Commissions next regular meeting.***