

**MINUTES OF THE WATER COMMISSIONERS
MONDAY, MARCH 9, 2015 @ 6:00 P.M.
TOWN CLERK'S OFFICE**

Members Present: Jes Alexant and Marshall Ploof.

Guests: Peter Magnant and Yvon Dandurand.

Jes called meeting to order at 6:09 pm, pledge of allegiance was said.

Approve minutes:

Motion made by Marshall/Jess to approve February 9, 2015 minutes, all in favor; motion approved 2-0.

Agenda Amendments:

None.

Update of Legislature Approval of Merger:

Marshall wanted confirmation that the legislatures have the merger documents. Peter replied that the merger documents are currently in committee, he has spoken with Chuck Pearce, and once it leaves there it will go to the house floor for a vote. The changes discussed at the February Water Commissioner's meeting were updated before it was sent to committee; effective date on Town taking over the system would be June 1, 2015, not June 30, 2015.

Billing/Notification of Customers:

Marshall noted that Colette Ploof will help Sara with the computer program that the water district currently uses during the transition and getting the bills out for July 1, 2015. Marshall suggested putting a little letter in the next bills about the transition to the Town and payment location of the Town Clerk's Office. Board agreed that Jes will make up a brief memo for the next billing as to payment location change, etc.

Sara Rainville's position with the newly formed water commission was discussed; Jes will talk to Lisa Larivee, Town Clerk about the details of hours, pay.

Other:

-Jes presented a draft agreement between the Water Commission and Mark Brouillette for everyone's review & input. Discussion had on: reporting to state, activity logs, materials reports, maintain water system user's records, emergency response time, and annual hydrant flushing and work with Franklin Fire Department when necessary. Marshall recommends doing the hydrant flushing in the fall when plenty of water in the tanks.

Monthly pay of \$350 including mileage for water operator was discussed as well as mileage reimbursement for job related training. All in favor that agreement will be effective through June 30, 2016. Share training expenses with other Town's that Mark works for.

-Board noted that Brooks has spoken with Mark to update him on the status of the water district merger.

-Jes still working on letter to State about merger status and plans for system work. Discussion was had on the consumer confidence report that gets filled out annual for the water system.

-Jes stated that the Water district budget and rates template is still a work in progress.

-Marshall stated there is water leak by Chris & Karen Ferland's on Main Street. Water reservoir and spring are down due to people having to leave a steady stream from their faucets to prevent freezing water lines. Valves are currently wide open; hoping not to have to fix the leaks until winter is over.

-Yvon questioned the frequency of the bills and if that will need to be changed. To be reviewed again at a later meeting.

-Peter mentioned having a public meeting before the Town sends out the next water user bills.

-Jes will talk to Phelps about the engineering study and update them with the merger timeline.

Next regular meeting is scheduled for April 13, 2015 at 6:00 p.m.

Marshall/Jes made a motion to adjourn; all in favor 2-0, motion passed. Meeting adjourned at 6:39 pm.

Respectively,
Sara Rainville
March 10, 2015

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

These minutes were approved on May 18, 2015