

MINUTES OF THE WATER COMMISSIONERS
MONDAY September 12, 2016 @ 6:00 P.M.
Town Clerk's Office

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

Guests: Yvon Dandurand & Peter Magnant-select board members,

Meeting called to order at 6:06 p.m. by Jes Alexant. Pledge of allegiance was recited.

Agenda Amendments:

None.

Public Comment:

None.

Approve Minutes:

Brooks/Marshall made the motion to approve the August 8, 2016 minutes, all in favor, motion passed 3-0.

Treasurer's Report:

Sara presented the water commissioners with a trial balance report for FY17; checking account balance \$32,028.74. The planning loan funds we deposited electronically in to the Water District checking account on August 17, 2016 in the amount of \$7,544.

A warrant with supporting invoices for FY17 totaling \$1,227.73 was submitted for review and signatures by the members; Marshall/Brooks made the motion to accept the treasurer's report and approve the warrant, all in favor, motion passed 3-

Sara stated there are 10 outstanding bills from the July 1, 2016 billing to water users, Past due notices will be sent out on September 19, 16 with a due date of September 30, if no payment by due date then shut off dates are Monday, October 3-Friday, October 7.

Sara reminded members to start working on the next budget that needs to be completed in December/January for July 1, 2017.

Town Hall Water Line Project:

Mark Brouillette was not able to attend tonight's meeting due to a prior engagement but did send an email with an update on the project; he is anticipating the work to be done on September 21 or September 22. Mark will notify the Town Clerk's Office with the exact date so that notification can be sent to affected users.

Peter will let the church committee know at their September 14, 2016 meeting when the work is scheduled to be completed and to clarify the plans for the churches water line.

System upgrade update/Otter Creek:

Jes received a draft proposal/scope of work for the design phase of the project earlier today from John Keirnan, Otter Creek Engineering and has sent it on to all board members for their review and comments/suggestions.

Jes also followed up with Michelle Carbonneau at the State on the status of the final report, he will also send her the proposal from Otter Creek for the design phase.

Peter entered the meeting at 6:26 p.m.

Water Use Ordinance/Bylaws:

Jes emailed a marked up draft to all members for their review and comments earlier today. Peter noted that there will have to be two warned public hearing as part of the approval process.

Other Business:

- SOC testing has been completed and results were emailed to all water members, it was noted that all results were within normal limits
- Hubbard-Vacant lot: Brooks will contact the state about the possibility of it reconnecting to the system as it would be a low pressure unit.
- Hydraulic Study-Jes is still working on it, he has been delayed due to his recent heart attack.

The next meeting is scheduled for October 10, 2016 at 6:00 p.m. at the Town Clerk's Office.

Brooks/Marshall made a motion to adjourn; all in favor 3-0, motion passed. Meeting adjourned at 6:50 pm.

Respectfully,
Sara Rainville
September 14, 2016

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