

BOARD OF WATER COMMISSIONERS' MEETING
OCTOBER 6, 2008
5:30 P.M.

MEMBERS PRESENT: Niles Busler and Fran McNamara. Jack Caten was absent.

GUESTS PRESENT: Michelle Bennett, her father, and son, Peter and Brenda Boudreau-clerk.

Niles opened the meeting at 5:45 p.m.

The Board tabled signing the minutes of September 8, 2008 until Jack was there to sign them.

The Board signed warrants totaling \$16,309.75.

The Board reviewed payroll warrants totaling \$16,896.39.

OLD BUSINESS:

1. The Board discussed the quotes for security cameras at Witches Brook pumping stations. They requested that Paul get three additional quotes for high resolution, inferred cameras.
2. The Board discussed the notice from the Highway superintendent about the damage to the drainage pipe during the main installation of 2006. The Board recommends fixing the problem before the winter weather arrives.
3. The Board discussed ways to improve or combine telephone and instrumentation communication. The board feels more discussion is needed on the SCADA system and will wait to hear what Steve Clouthier views are at the November meeting.
4. The Board reviewed the license agreements for Collins and St. Hilliare. They made a few revisions to the agreement such as: 1. Removing paragraph four requiring the water department to be listed on their insurance policy. 2. Release of liability for any injuries or damage that may occur to a third party not from the water department. 3. Accept the road in it's "as is" condition. 4. At no time can the access road be blocked. 5. If the home is sold or transfer of ownership a driveway must be put in at the owner's expense. Tabled for final approval.
5. Niles reviewed the letter requested from Mr. Lizotte asking for a breakdown of expenses for Timberlee Park residents. Niles approved the letter for mailing.
6. The Board reviewed the quotes from Stantec for pump upgrades and chemical feed improvements at Witches Brook.

NEW BUSINESS:

1. The Board would like to add to the rules and regulations that anyone requesting minutes of a meeting must do so in writing. The board would like us to ask the town clerk if this is a state law before putting it into the R&R.

2. Paul wanted the Boards thoughts on the feasibility on hiring an additional man. Both Niles and Fran do not feel it is necessary to hire another man because they feel it would increase our payroll and health insurance costs. Niles would like us to take advantage of our tax work off program or maybe go through the prison program.
3. The Board reviewed the memo from Kim Fales, Town Accountant Re: intermunicipal expense shortfall. **DECISION:** The Board voted unanimously to have Paul draft an article for the special town meeting to cover the intermunicipal shortfall.
4. Fran would like to resolve the unit charge issue of Witches Brook by lowering their unit charge to \$25.00 per quarter to make it equal to the rest of the town. Fran requested that a vote be taken at the warrant signing meeting on October 20, 2008. Billing will be delayed until then.
5. Brenda reported September accounts receivable reports.
6. Brenda reported September appropriation balance reports.
7. Brenda reported the Intermunicipal agreement report.
8. Brenda reviewed the surplus from the special accounts. The Board will wait for a full board to be present to disperse into appropriate accounts. If needed they would like to request the presence of Kim Fales at November's meeting to discuss options.
9. 6:00 p.m. Michelle Bennett, 9 Bennett Way re: Change in unit status. Ms. Bennett is requesting \$496.00 for being overcharged since 2002 after the town deemed it as a one family. She feels that she had done her part, and the town hall should have communicated with us so she would not have been charged as a two unit. Niles explained that if there were charges from past years that we can't go back to correct it because the monies has already been allotted. The Board is taking under advisement as to what they can do for her and not to pay the bill while it is in dispute. No late or demand charges will be added until it is resolved.

The next scheduled warrant signing meeting is Monday, October 20, 2008.
The next scheduled meeting is Monday, November 10, 2008.

Niles adjourned the meeting at 7: 20 p.m.

Respectfully submitted,

Brenda Boudreau-clerk

