

# North Haverhill Water & Light District

Minutes of the November 16, 2021 meeting.

- \* The meeting was called to order at 5:30 PM at the North Haverhill United Methodist Church.
  
- \* Those present: Dennis Fournier, Cheryl Marchetti, Rich Clifford (in at 5:57 PM), John Page, Luanne Fournier, Carol Norcross, Bob Fagnant and Sarah Tucker.
  
- \* Others: None.
  
- \* Dennis made a motion to approve the night's agenda, which Cheryl seconded and both approved.
  
- \* Reviewed minutes of the October 19, 2021 meeting. Dennis made a motion to accept the minutes, which Cheryl seconded, and the commissioners approved.
  
- \* Appearances: None.
  
- \* Sarah was unable to bring a printed manifest so the commissioners reviewed each of the checks being paid out and approved them. Dennis made a motion to pay the bill for Laramie Water Resources LLC in the amount of \$1,575.00 for replacing the pump. Cheryl seconded the motion and the commissioners approved it.
  
- \* Water Department: Bob Fagnant.
  - \*\* Bob reported that the pump has been replaced at a cost of \$1,575.00. The motor and the pump had to be replaced. We have one spare motor and the pump can be rebuilt, but it will have to be shipped to Newport, VT. Dennis made a motion to have it rebuilt, which Cheryl seconded and both approved. It probably won't be back until next year so the commissioners decided to budget \$10,000 to cover the cost.
  - \*\* The hydrants have been flushed. There is one on Terrace Drive and one by the town garage that work hard. All hydrants need to be painted, and they all need to be oiled first. There are about 50 hydrants in total. We already have the paint. Sarah said that Joel Beckley does it for Haverhill and might be willing to paint ours. Bob suggested budgeting \$3000-\$4000 to cover the cost. Bob also said they would all need to be sandblasted before painting.
  - \*\* The chlorine monitor at the pump station is not working and parts are on order. Without it, Bob can't tell how much chlorine is going into the system. He can buy a pocket tester for about \$550. Dennis made a motion to have Bob buy a pocket tester, which Cheryl seconded and both approved.
  - \*\* Rich needs to sign the SOC/VOV waiver, which he did when he came into the meeting at 5:57 PM.
  - \*\* Bob will use the loaner meter reader for the time being. It worked great at the last readings. He will also wait until 2022 to order the new deicer.

\* Budget discussion.

\*\* Sarah started the discussion off by making it quite clear to the commissioners that it is their responsibility, not hers, to determine the dollar numbers for the budget. That said, the group started going line-by-line down the tentative 2022 budget. The budget for an auditor will have to be increased significantly to cover the cost of paying Plodzak & Sanderson. Concerning the audit, the commissioners will have to make themselves available to meet with the auditors to answer any questions. John suggested that maybe Cara Kimball might make herself available to help with that. The audit is going to be expensive and will have to be paid for with an increase in water rates. Hopefully, this will be a relatively short process and we can let water customers know that rates could fall at a later date once the audit is done.

Sarah said that she needs the insurance costs broken down and the commissioners can get that information from Primex. Bob and Sarah will meet to break down the repairs and maintenance category. We will need to have a budget hearing sometime in December. There was a brief discussion about whether to raise water rates, raise usage costs or both. That decision will come later. Whatever decision the commissioners make, to be fair to everyone, any increases should be based on a percentage and not a flat rate.

We need to get something from Steve Robbins on his contract for snow removal.

The commissioners scheduled a budget work session for December 14, 2021, 5:30 PM at the church. The budget hearing will precede the regular December monthly meeting (December 21, 2021) at 5:30 PM. John will post notices of the meetings. (just for info: both meetings were posted November 24, 2021).

\*\* Sarah took the opportunity to again discuss her job responsibilities with the commissioners. She said it appears to her that there is no communication concerning precinct matters outside of the monthly meetings. She does not want to be in the position of having to make decisions that the commissioners should be making. Rich admitted that. In the past, the commissioners have not had to make the kinds of decisions she is asking them to make. They will need some training and guidance. If things don't change, she may have to consider giving up the job. She asked the commissioners to do their homework and come to meetings ready to discuss.

\* Other:

\*\* John's last meeting as clerk will be in December. The commissioners need to find a replacement for him.

\*\* Sarah reminded the commissioners that they need to be thinking ahead about Bob's replacement in the next two years.

\*\* Dennis' term as commissioner ends in 2022.

There was no further discussion and Rich made a motion to adjourn the meeting at 7:40 PM. Dennis seconded the motion and the commissioners approved it. The next meeting will be the work session on December 14, 2021 at 5:30 and the budget hearing and regular meeting will be on December 21, 2021, 5:30 PM at the church.

Respectfully submitted,

John. E. Page, Clerk

