

North Haverhill Water & Light District

Minutes of the October 19, 2021 meeting.

- * The meeting was called to order at 5:30 PM at the North Haverhill United Methodist Church.

- * Those present: Dennis Fournier, Rich Clifford, Cheryl Marchetti (absent), John Page, Luanne Fournier, Carol Norcross, Bob Fagnant (absent) and Sarah Tucker.

- * Others: None.

- * Rich made a motion to approve the night's agenda, which Dennis seconded and both approved.

- * Reviewed minutes of the September 21, 2021 meeting. Rich made a motion to accept the minutes, which Dennis seconded, and the commissioners approved.

- * Appearances: None, but Dennis did state for the record that he sent Mrs. Susan Hastings a letter dated 10/10/21 and mailed 10/12/21 that invited her to tonight's meeting to try to work out the problems with her water account.

- * The manifest was reviewed and signed by the commissioners.
 - ** Rob Longo was paid on this manifest for the first time for doing the water billing.
 - ** Sarah has the meter reader and is storing it at the Haverhill Corner office.
 - ** There are some new forms that Sarah and Bob can use for property transfers, meter changes, etc.
 - ** The commissioners will have the opportunity to preview all of the bills before they are submitted for signature on the monthly manifest.

- * Water Department: Bob Fagnant was absent but left a list of discussion items.
 - ** Bob had spoken with ROBCO last month and they will not take their crane truck down to the pump station. He had Royal Electric go to the pump station and make an adjustment to the vid that was over-pumping the station. Eli Roy spoke with Lavoillette Controls and they will have to come up to make adjustments in the computer program because they can't dial in to make the needed adjustments.
 - ** Bob spoke to Steve Robbins about the work needed to be done with a pipe saw. Steve was going to talk to Brian Hubbard and get back to Bob but has not done so yet.
 - ** Bob called and sent Laramie Water Resources an email asking about changing the bad pump but has not heard from them.

** Bob requested permission to place an ad in the Bridge Weekly announcing hydrant flushing. Dennis made a motion to have Bob place an ad announcing hydrant flushing and Rich seconded it. Both were in favor.

** Bob said that the meters were read using a meter reader on loan from Ti Sales. The price of a refurbished meter reader is \$249 and comes with a 30-day warranty. A new one costs \$1295 and has a one-year warranty. Rich made a motion to have Bob buy a refurbished one. Dennis seconded the motion and the commissioners passed the motion.

* Budget:

** Sarah told the commissioners that they need to have their budget hearing in November. She also asked them to look carefully at the present budget categories and try to break them down into more specific line items under each one before the next meeting. Bob should look at breaking down the water portion of the budget. Anyone should be able to look at the budget and see where every penny is being spent. Right now, everything is very vague.

** The bidding process should be required for both mowing and snow removal. We need to do a little research and see how long each contract goes under the current contracts.

** The commissioners and Bob need to be thinking about any future projects that might have to be funded and just how that would need to be done. We could set up charter trust accounts to start saving money for those projects. It would be budgeted for each year and saved until the total amount is raised. A good example is the suggested new water line from Airport Road to Benton Road over Cold Spring Drive.

** Sarah has talked to Jennifer at the town and they both agree that the North Haverhill precinct needs their own office space. There are some town-owned properties that the precinct might be able to get, The former Fadden house across from Alvin Fadden's is a good example. It would take some time and money. But might serve both the precinct and the town well as shared office space.

** The commissioners reviewed the fire station lease with the town, and there is nothing in the agreement that covers who pays for building maintenance.

* Other:

** Dennis said that the water regulations need to be reviewed and changes made as needed.

** Sarah's opinion is that water rates need to be raised. John noted that the commissioners have the authority to change water rates without having to have precinct voters' permission at annual meeting. The commissioners will probably discuss this issue again at the November meeting after voters have had a chance to read the minutes of this meeting. Rates could be raised at the November meeting.

** There was a brief discussion as to whether the water department is liable to pay for a meter pit for Mr. Knudson at his Brushwood Road property. The water regs are very ambiguous. John felt that the water regs clearly state that the precinct has to provide a water meter, but it is the customer's responsibility to keep it from freezing. Therefore, the customer should pay for the meter pit if he cannot provide a warm place

to put the meter so it won't freeze. The commissioners will have to debate this issue further.

** Dennis said that some inoperable streetlights have been repaired but several have not.

** The loan paperwork to refinance the water loan with WGSB are on hold until our financial records get straightened out.

** Dennis read the letter that John submitted setting the date for his resignation as Clerk effective December 31, 2021.

There was no further discussion and Rich made a motion to adjourn the meeting at 6:54 PM. Dennis seconded the motion and the commissioners approved it. The next meeting will be on November 16, 2021, 5:30 PM at the church.

Respectfully submitted,
John. E. Page, Clerk