

Village District of Eastman
Commissioners' Meeting, February 19, 2014, 8:00AM
Public Session, Final Minutes

In attendance: Commissioner Duncan Wood, Commissioner Bill Sullivan, Commissioner Robert Fairweather, Treasurer David Wright, District Manager Bill Weber, Office Manager Amy Lewis and Water Operator John Fellows.

The meeting was called to order at 8:05 by Commissioner Sullivan.

Minutes:

January 15: Minor edits were requested to clarify statements. Commissioner Wood moved to accept the minutes as amended. Commissioner Sullivan seconded; the motion passed unanimously.

January 29: Commissioner Fairweather moved to accept the minutes as presented. Commissioner Sullivan seconded; the motion passed unanimously.

February 6: Minor edits were requested to clarify statements regarding the assessment of taxes to the three towns within the community. Commissioner Wood moved to accept the minutes as amended. Commissioner Fairweather seconded; the motion passed unanimously.

Field:

Operator Fellows said that he would like to see Source 1 surged this spring, due to iron buildup. There is a possibility of a leak in the Snow Hill/Anderson Pond area; it can be seen in the trends from the SCADA. Commissioner Sullivan said that the packets containing the dye tablets can go through the mail; these packets could be included in the bills at the end of March. A home on Slalom Drive froze up over the weekend and water service lines burst; Operator Fellows was called to do an emergency meter installation.

A brief discussion was held on what areas of the system are fed by which tanks; the pressure reducing valve in West Cove is currently open to take some demand off of the Hilltop tank. The Snow Hill tank can provide water for the Anderson Pond area, boosting the pressure at Link Lane if the pressure reducing valve is open.

Commissioner Fairweather asked Operator Fellows if he has seen more usage over the weekend in the condo areas due to school vacations; usage is higher overall.

Operator Fellows was asked his opinion on one of the candidates for hire. He believes this individual would be a great asset to the district.

Financial:

The liens are down to two, totaling \$525.06, although it is likely more will be filed for non-payment before the next billing cycle.

A refund was issued to a customer who paid the VDE rather than the ECA for dues; the check was payable to the ECA for this overpayment, per the customer's request.

Manager's:

The insurance claim is still ongoing because of the unavailability of replacement parts; DM Weber has had conversations with the adjustor to wrap this up.

LCS Controls is also ongoing.

The search results for a new water operator will be taken up in non-public, as wages will be discussed.

The meters at the treatment plant are scheduled to be replaced rather than recalibrated again. The replacement provides a warranty.

The sampling requirements for this year outlined by DM Weber, who recommended that we perform a VOC sampling outside of the provided schedule for internal tracking.

All bleeds are now open, representing approximately 8,600gpd.

Waste water:

The final budget amount is less than what was approved at the January meeting. Commissioner Wood moved that the proposed waste water budget be modified to \$274,456. Commissioner Fairweather seconded; the motion passed unanimously.

The New Hampshire Retirement System allocation to the waste water budget is \$1,400.

Commissioner Fairweather will be going with DM Weber to the March 7 hearing at Sullivan County Superior Court; Attorney Bernard Waugh will also attend.

Old Business:

Town of Springfield: DM Weber did not go to the planning board meeting, as we will need to go anyway before construction commences. The latest plans are being adjusted to meet ADA specifications. There is no need to go before the Springfield Conservation Commission unless recommended by the Planning Board. Commissioner Wood would like to be on the agenda this spring, so we have a firmer overall cost estimate to present at the Annual Meeting in 2015.

Garland tax abatement request: the necessary paperwork is now at the Grantham Town Office.

New Business:

Annual Meeting presentation: the MS36 and warrant were passed around for the commissioners to review and sign. Both documents have been reviewed by NH DRA, and will be posted next week.

Commissioner Wood asked for formatting changes to the presentation slides. DM Weber will have a draft ready for 2/27 with these adjustments.

Annual Reports will be available at the meeting, online and in the VDE and ECA offices. Some residents have asked that copies be mailed. A newsletter to mail at the beginning of March was discussed; this newsletter would include a condensed version of the warrant, a summary of the budgets and an update on the PUC issue. The meter self-read cards can also be included to the "local" residents.

Presentation of the articles on the warrant was also discussed. The commissioners will speak to the articles as they are presented at the Annual Meeting.

Pursuant to RSA 91-A:3 Commissioner Wood moved to enter into non-public session to approve prior non-public minutes and to discuss "the hiring of any person as a public employee" {RSA 91-A:3 II(b)} .. Commissioner Fairweather seconded:

Commissioner Wood: Aye
Commissioner Sullivan: Aye
Commissioner Fairweather: Aye

Non-public session was begun at 9:30AM.

Public session resumed at 11:10AM.

Commissioner Fairweather moved to adopt the VDE Employment Manual as amended, dated February 19, 2014. Commissioner Wood seconded; the motion passed unanimously.

Commissioner Wood will draft a letter requesting that Underwood Engineers hold an additional meeting with the VDE board and the NHDES agent to restart the engineering project for the waste water system. This is planned for after the Annual Meeting.

The October meeting will be moved to 10/22 to accommodate a Granite State Rural Water Association class to be held at the VDE treatment plant on 10/15.

The August meeting will be moved to 8/13.

DM Weber will be on vacation April 6-13; there is no need to move the April meeting currently scheduled for 4/16.

With nothing further, Commissioner Sullivan moved to adjourn at 11:26. Commissioner Fairweather seconded; the motion passed unanimously.

Respectfully submitted,



Amy Lewis
Office Manager

