

**Village District of Eastman
Commissioners' Meeting - Village District Office
February 17, 2010 3:30 PM
Minutes**

Notices of this meeting were posted at the Eastman Community Association and Village District of Eastman Offices.

MEETING CONVENED at 3:29 PM at the Village District Eastman Offices. Present were Commissioners Sullivan, Fairweather, and Wood, District Manager Weber, Treasurer Wright, Deputy Treasurer Conroy and Clerk Hayward. Also present at the meeting was Neil Perez, a VDE employee.

MINUTES: The commissioners took up the minutes of the two most recent meetings, the regular monthly meeting of January 20, 2010 and the February 1, 2010 emergency meeting. It was agreed that there should be one small change in the regular meeting minutes. Commissioner Fairweather moved to approve the January 20 minutes with one change and the February 1 minutes as written; Commissioner Sullivan seconded the motion; it was voted unanimously.

FIELD: Neil Perez, one the VDE operators, was in attendance and the Commissioners addressed questions to him. They asked if there are any problems other than the one known, he says no everything else seems to be moving normally.

There was a brief discussion about the program under which homeowners could have the fall turnoff completed for free, with the spring turn on to be done for a fee. Manager Weber stated that he had some positive feedback and suggests we do it again next year.

The Commissioners asked about the status of the computer acquisition to allow communications off site the Water Treatment Plant. Operator Perez told the board members that the operators have the computer and it works well.

FINANCIAL REPORT:

1. The Town of Enfield has paid their \$26K apportionment for 2009; however, it will be included as a receipt for the 2010 fiscal year.
2. With the exception of the \$26K, the year has started as predicted and VDE will run a deficit until the first billing which is as usual. The cash to operate is adequate until then. The \$26K must be included in the 2010 receipts.
3. AR is almost "0" with the exception of the \$8K from last years' substantial customer leak. Pat Conroy, the Office Manager does extremely well at maintaining a current AR.
4. The \$18.4K trustee submission for the well decommissioning is still pending. The District Manager is working with the Town of Grantham Manager to resolve this.
5. The NH Retirement System contributions will commence in our next payable cycle, The District Manager thanked the commissioner's for this "stable and enduring benefit", indicating that he was speaking for the entire staff.

MANAGER'S REPORT:

1. Water Use for January 2010 was essentially the same as January 2009 at 4.357M GALS vs. 4.356M GALS.
2. A copy of the sanitary survey was included in the package sent out to board members in February. District Manager Weber described the report as an "A+ report card" and stated that he didn't think the customer's or management could ask for much better. He praised the work of Operators Josh Worthen and Neil Perez and Office Manager Pat Conroy in for achieving this positive assessment from the state. There was a discussion about the 18% unaccounted for water where the state standard is 15%. However, it was noted that VDE has improved from nearly 30% to 18% in the past year. So there is significant progress.
3. The next round of valve replacements has been identified and the contractor is working up a quote. District Manager will meet with the road agent to coordinate for this next year. Current plan is to have 5 of 25 valves replaced at the blow-offs
4. BRW #8 & #9 and GPW # 2R have been decommissioned per state request with BRW #5 permit and regulations. The drillers report will be ready in a couple of weeks. There is just a bit more to do once the thaw has happened.

5. The District Manager has prepared a Power Point presentation of the warrant for the 7 PM budget hearing.
6. The renewal Discharge Permit for the WTP has been submitted to the EPA for review and comment. Discharge is the overflow from lagoon. The overflow is the backwash from the plant.
7. The District Manager advised that all reports of Routine Sampling, 4-log have been submitted for January.
8. The year end audit has been tentatively scheduled for April 12th and 13th.
9. District Manager has an agreement signed by ECA which gives us a lease with one year notice from both parties before end of lease. Previous to this agreement, VDE had been a tenet at will.

OLD BUSINESS:

1. The District Manager advised the Board that any revisions to the 2010 budget / presentation **must** be done at this meeting. There was some discussion regarding a new warrant article 19 to appropriate funds for a water project. Have applied for ARRA monies, but it is not certain that we would get these funds. We are also looking at SRF loans. The article is written, but does not need to be added at this time. There was discussion that this is good for the future, but commissioners agree that this is not a "this year item" so it will not be added as a new warrant article.
2. The Board discussed the format of that evening's budget hearing. The District Manager showed the power point that was prepared for the meeting. District Manager reviewed a handout with the Board. It showed the budget numbers including operations expenditures of \$529,300 which represents a 1% increase. The total budget \$888,388 which is an increase of 1.9%. The taxes decrease by 2.7%. There was some discussion of how to present this evening and it was suggested that District Manager speak to article 2 which is for the operating budget. If there is a small turnout this evening, it may make sense to present and cover the rest of the articles in a more general way it might be good to explain that the capital trust funds are for future projects. Right after the meeting there is a crucial vote of the Board for the budget. The sequence is: call the meeting to order; move the budget; take the vote; move to adjourn the meeting. The meeting can be suspended or delayed if there is something from the public that would require a second meeting on the next Wednesday.
3. The Board asked the District Manager to bring a spare projector to annual meeting in March.
4. There was a brief mention of a letter from Christine Bowman who works for the state regarding the well field. -- the District Manager is aware of it, but has not received it; therefore, discussion was tabled to next month.

NEW BUSINESS:

1. There was no new business.

There being no public input, it was voted to go into non-public session and

Non-Public Session: commenced at 4:52

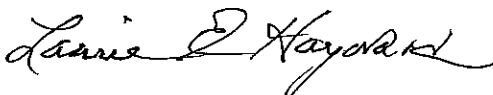
At 5:15 it was voted to end the non-public and return to public session

There being no additional business or input, the regular business meeting of the Board was

Adjourned at 5:16 PM

Next meeting is March 17, 2010 at 3:30 PM

Submitted By:



Laurie Hayward, Clerk

