

**Village District of Eastman  
Commissioners' Meeting–Village District Office  
August 18, 2010 3:30 p.m.  
Draft minutes**

The meeting convened at 3:30 p.m. In attendance were Commissioners Bill Sullivan and Bob Fairweather; Deputy Treasurer Ben Conroy; District Manager Bill Weber; Operator Neil Perez; and Clerk Lorie McClory. Absent were Commissioner Duncan Woods and Treasurer David Wright.

**GUEST:** Will Priestly from Priestly Lightning Protection spoke to the group about their lightning concerns. He had previously submitted a letter of recommendations and a quote for the work, totaling approximately \$198,0400 for a complete lightning rod system on both buildings (it does not include the maintenance garage).

Manager Weber said the district has suffered approximately \$20,000 in damages to equipment during the last five years, about half of which was reimbursed by insurance. He filed the most recent claim last week with the caveat that an additional filing can be made if more damage is found. He said the highpeak season for lightning will be over at the end of August; and a system could not be installed before that time.

Mr. Priestly explained that there are two separate issues: power surges, which are produced within the building as equipment cycles on and off, and lightning strikes. Surge suppressers can help resolve some of the problems. Dept. Treasurer Conroy said the project can be done in phases with capital financing, and that the work on the Source 1 Building may can be done with SRF money from the Aug. 26 Special Meeting, if approved and if it is confined to source 1.

Other discussion included:

- ◆ Fiber optics are good because they don't conduct electrical surges, but it's not lightning or surge protection.
- ◆ The district facility is at the end of a power line, and those areas get power surges more often.
- ◆ Lightning rods would spread out the protection.
- ◆ Propane tanks can usually withstand a direct strike.
- ◆ UL (Universal Underwriters Laboratories) certification will verify the integrity of the system and may allow for an insurance discount. Later in the meeting District Manager Weber said he could find only one electrician in New Hampshire who is UL approved.

Mr. Priestly said he needs more information on the soil conditions. Mr. Priestly would oversee the project and work with the district's electrician.

Manager Weber said the commissioners need to decide how much work they want to do at one time. At the end of the discussion, Commissioners asked Mr. Priestly to break the project into phases and isolate what can be done on Source 1 so it can be rolled into the project possibly being funded by the Special Meeting. Later in the meeting, the commissioners said they want Tate & Howard to look at the plan.

**MINUTES:** Commissioner Fairweather moved that the minutes from the July 21 regular meeting be approved as written. Commissioner Sullivan seconded. Unanimous approval.

Commissioner Fairweather moved that the minutes from the July 21 budget hearing for the Special District Meeting be approved as written. Commissioner Sullivan seconded. Unanimous approval.

**FIELD OPERATORS:** Operator Perez said they have been repairing curb shutoffs for several weeks, completing 20 so far and planning to do another 22 before the season ends. He said they need a contractor for at least three days to help with some of the worse ones. He is in the process of prioritizing to make sure the most critical ones are done first and within budget as much as possible.

Source one has been shut down in an effort to let it refill. Even with the signs urging conservation, people are using more water than ever. Operator Perez said some of the usage could be caused by undiscovered leaks. He urged people to keep their eyes and ears open for unusual wet spots or hissing sounds that could indicate leaks. It was noted that backwashing the system more than usual because of the low water levels is also adding to the water usage. He said the water sources will be rotated until the drought ??? is over. He also said source six is working better since it was surged.

**FINANCIAL REPORT:**

1. The Grantham tax money has been collected. Accounts receivable for the May billing are in-line.
2. As of 8/12/10 the audit has been completed; the DM is waiting for the printed copy to forward the MS-35 to the DRA. It took longer this year because 12 transactions were not balancing. DRA is OK with a late form.
3. The insurance claim for the lightning has been submitted. (approximately \$4,000)
4. The trust requests for the new truck (\$15,000) and the water valve work (\$107,000) are still being processed. District Manager Weber is sending everything to the new trustees by certified mail.
5. The 2010 budget is currently in line with projections and budgeted amounts, within 3%. May have an overage if people continue to use water as much as they have. Wages are currently over \$10,000 for the month because there were three pay periods, a significant 401k contribution and a significant amount of overtime. Commissioner Sullivan asked about the \$3,660 expense in water treatment equipment. District Manager Weber said this is the maintenance contract on the four generators for the year. Bringing in a large machine for the curb stop repair is not a planned expense in the contractor line, which will actually be negative after August payments are made. Not opposed to fixing things, but VDE can't spend money on everything. District Manager Weber said more money can be added to this line in next year's budget. Commissioner Sullivan asked to know how much was spent on curb stops this year. District Manager Weber did not have a number, but said if the work is done internally, it costs about \$250 each; externally, \$1200 each. Operator Perez said they are doing what they can with the equipment available. Commissioner Sullivan asked if it's possible to work with ECA Maintenance and use some of their equipment. Operator Perez said it may be possible to borrow a smaller machine, but a curb stop on Niblic Lane needs a larger piece of equipment and someone who knows what they're doing. Perez said they'll look at timing to see if the connection on Clearwater Drive can be done on the same day as the curb stop on Niblic in order to get them both done when the equipment is already in the district.

### **MANAGER'S REPORT:**

1. Water use for July 2010 exceeded July 2009, by 400,000 gallons; June and July 2010 have been the highest use months in two years, with the least amount of recharge in 2010.
2. All reports, DMR, Routine Sampling, 4-log were all submitted for July. Doing third quarter sampling.
3. The DM has started the 2011 budget process.
4. All backflow preventers have been tested, passed and data has been sent to the state. This is a yearly test/inspection.

### **OLD BUSINESS:**

1. The DM is requesting any input about the special meeting. Polls remain open for two hours by law. District Manager Weber said supervisors of the checklist are supposed to have voter sessions 13-17 days before, but if district officials can't get a hold of the supervisors before the meeting, voters can register the same day as the vote. He said that happened in Springfield, which will be holding a session a half hour before the special meeting. Moderator Chuck Woodhouse is set.
2. Lightning has been and continues to be a problem at the well field. The plant had to be run manually June 5 & 6. This item was tabled in July of 2006 and June of 2008 due to cost concerns. Since that time there have been two hits that the deductible has not covered.
3. The water restriction signs were put up and an ad was published for the last day of July.

### **NEW BUSINESS:**

1. District Manager Weber said commissioners should consider a further restriction on water use based on the state guidelines, a copy of which was in last month's package. He is making this recommendation because the hot, dry conditions have not abated and there is no relief in sight. District Manager Weber said he talked to state officials this morning and the governor is not issuing a drought notice because this is isolated. The district is currently at Level 3 on water use restrictions; the next step is to prohibit outdoor watering. He said the wells are not filling up and the district has to look at the long picture. After some discussion, it was agreed that water usage ~~is starting to drop~~ may decrease -as summer people leave to get ready for school.
2. Commissioners set the next meeting date tentatively for 8 a.m. Tuesday, Sept. 14.

### **NON-PUBLIC SESSION**

Commissioner Fairweather made a motion to go into non-public session for a personnel matter. Commissioner Sullivan seconded the motion. The commissioners voted to go into non-public session at 5:07 p.m.

Commissioners returned to public session at 5:10 p.m. There being no further business, the meeting was adjourned at 5:10 p.m.