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## VILLAGE DISTRICT OF EASTMAN ANNUAL MEETING

MARCH 25, 2010

THE CENTER AT EASTMAN, GRANTHAM, NH

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Notices of this meeting were posted at the Village District of Eastman Office, on the Village District website, at the Eastman Association Office, Grantham Post Office, and, in the Valley News.

Moderator Richard C. Woodhouse called the meeting to order at 7:00 PM.

Mr. Woodhouse introduced those seated at the head table: Commissioners William E. Sullivan, Robert B. Fairweather, and Duncan W. Wood, Treasurer David W. Wright, Assistant Treasurer Bernard Conroy and Clerk Laurie E. Hayward. District Manager William S. Weber was at a table with projection equipment and a small display.

Mr. Woodhouse thanked the Supervisors of the Check Lists: representing Enfield, Jim Gerding and Bob Foley; representing Grantham, Janet Goodrow and Donna Stamper; and representing Springfield, Barbara Cooper and Cheryl Wood.

Mr. Woodhouse appointed Gretchen Fairweather and Eleanor Wright to be Deputy Moderators.

Mr. Woodhouse explained that the polls will be open from 7:00 PM until 9:00 PM for Article 1; the election of officers. Article 2, and all others, will be taken up starting at 7:15 PM. The moderator explained that the meeting will be run and all participants are expected to conduct themselves appropriately and honor Robert's Rules. He explained that amendments can be submitted, but they must be submitted in writing and that he would rule out anything that was inappropriate.

The moderator then proceeded to open the polls at 7:02 PM, to vote on Article 1.

## **Article 1**

**To choose Village District of Eastman Officers: one Commissioner to serve a three year term, one Treasurer to serve a one year term, one Clerk to serve a one year term, and one Moderator to serve a one year term.**

The moderator noted that polls are open until 9 pm and voters can cast their vote at any time during the proceedings. He noted that there are no absentee votes. The moderator explained that Gretchen Fairweather was there to count votes with the assistance of Eleanor Wright. He thanked the Supervisors of the Check List for each of three towns Grantham, Enfield and Springfield.

Commissioner Robert Fairweather was reelected by a vote of 18 of 18 votes.

Treasurer David Wright was reelected by a vote of 18 of 18 votes.

Moderator Charles Woodhouse was reelected by a vote of 18 of 18 votes.

Clerk Laurie Hayward was reelected by a vote of 18 of 18 votes.

## **Article 2**

**To see if the Village District of Eastman will vote to raise and appropriate the sum of Seven Hundred, Forty-One Thousand, Eight-Hundred and Eighty Eight Dollars, (\$741,888) which represents the Budget. This amount includes; Five Hundred-Twenty-Nine-Thousand, Three Hundred Dollars (\$529,300) for the Operating Budget and Two Hundred-Twelve-Thousand Five Hundred, Eighty Eight Dollars (\$212,588), which represents the Principal and Interest payment for the Well Field Improvement Project. Said sum does not include special or individual articles addressed.**

Commissioner Fairweather spoke in favor of the article and moved that the appropriation be made. The motion was seconded by Treasurer Wright. The motion was voted and carried unanimously and so ordered.

## **Article 3**

**To see if the Village District of Eastman will vote to raise and appropriate the sum of Ten Thousand Dollars (\$10,000) to be added to the previously established *Inventory Hardware Reserve Fund* (Created in 2005), with this entire amount to be transferred from the VDE General Fund Balance.**

Commissioner Sullivan spoke in favor of the article, noting this is covered by funds available from operations and in the General Balance Fund and moved that the

appropriation be made. The motion was seconded by Treasurer Wright. The motion was voted and carried unanimously and so ordered.

#### **Article 4**

**To see if the Village District of Eastman will vote to raise and appropriate the sum of Three Thousand Dollars (\$3,000) to be added to the previously established *Office Equipment Trust Fund (Created in 2005)*.**

Commissioner Sullivan spoke in favor of the article. The motion was seconded by Deputy Treasurer Conroy. The motion was voted and carried unanimously and so ordered.

#### **Article 5**

**To see if the Village District of Eastman will vote to raise and appropriate the sum of Eight Thousand Dollars (\$8,000) to be added to the previously established *Well Renovation Trust Fund (Created in 2006)*.**

Commissioner Wood spoke in favor of the article, noting that the District's oldest source well will need some work. He was questioned from the floor, Mr. David Wood asked for a brief explanation of how the 10 year plan found on page 14 of the annual report reflected on this article. Commissioner Wood gave a brief explanation and then moved in favor of the warrant article appropriation. The motion was seconded by Treasurer Wright. The motion was voted and carried unanimously and so ordered.

#### **Article 6**

**To see if the Village District of Eastman will vote to discontinue the *Well Decommissioning Capital Reserve Fund* established in 2005. Said funds with accumulated interest to date of withdrawal, estimated to be Twenty Thousand Dollars, (\$20,000) are to be transferred to the Village District of Eastman general fund.**

Commissioner Wood immediately moved to amend the article, explaining that a check for \$18,400 that was to come out of this account to reimburse the general operating fund had not been written or taken from the account as of the meeting date; therefore, the entire \$38,400.00 plus any interest to date would be transferred to close the account. The amendment motion was seconded by Treasurer Wright. The amendment motion was voted and carried unanimously and so ordered.

Commissioner Wood spoke in favor of the article as now amended and moved that it be adopted. The motion was seconded by Treasurer Wright. The motion was voted and carried unanimously and so ordered.

#### **Article 7**

**To see if the Village District of Eastman will vote to raise and appropriate the sum of Twenty Thousand Dollars (\$20,000) to be added to the previously established *Vehicle and Equipment Replacement Capital Reserve Fund (Created in 2008)*.**

Commissioner Fairweather spoke in favor of the article, noting that this would allow the District to purchase a truck in 2010 He then moved that the appropriation be made. The motion was seconded by Treasurer Wright. The motion was voted and carried unanimously and so ordered.

#### **Article 8**

**To see if the Village District of Eastman will vote to raise and appropriate the sum of Fifty Thousand Dollars (\$50,000) to be added to the *Water Mains and Valves Maintenance Expendable Trust Fund (Created in 1995 Renamed in 2008)*.**

Commissioner Fairweather spoke in favor of the article, explaining that the Commissioners recommend an increase in the amount this year to better support an ongoing project to maintain the now aging infrastructure. He moved that the appropriation be made. The motion was seconded by Deputy Treasurer Conroy. The motion was voted and carried unanimously and so ordered.

#### **Article 9**

**To see if the Village District of Eastman will vote to raise and appropriate the sum of Fifteen Thousand Dollars (\$15,000) to be added to the previously established *Filter Media Replacement Expendable Trust Fund (created in 2005)*.**

Commissioner Sullivan spoke in favor of the article. The motion was seconded by Commissioner Wood. The motion was voted and carried unanimously and so ordered.

#### **Article 10**

**To see if the Village District of Eastman will vote to raise and appropriate the sum of Ten Thousand Dollars (\$10,000) to be added to the previously established *Generators and Pumps Expendable Trust Fund (Created in 1995)*.**

Commissioner Sullivan spoke in favor of the article. The motion was seconded by Treasurer Wright. The motion was voted and carried unanimously and so ordered.

#### **Article 11**

**To see if the Village District of Eastman will vote to raise and appropriate the sum of Five Thousand Dollars (\$5,000) to be added to the previously established *Office Building Capital Reserve Fund*, (Created in 2008) and to designate the Commissioners as agents to expend from this fund.**

Commissioner Wood spoke in favor of the article; he noted that Village District Eastman is a tenant in the Eastman Community Association building, and that it is likely that ECA will need space in the future. This provides funding to investigate adding offices at the plant/maintenance garage area. The motion was seconded by Treasurer Wright. The motion was voted and carried unanimously and so ordered.

#### **Article 12**

**To see if the Village District of Eastman will vote to discontinue the *Pressure Reducing Station Capital Reserve Fund* (Created in 2008). Said funds with accumulated interest to date of withdrawal, estimated to be Twenty Eight Thousand Seven Hundred Fifty Dollars, (\$28,750) are to be transferred to the Village District of Eastman general fund.**

Commissioner Wood spoke in favor of the article; he noted that the loop around the lake is now completed by a project this year installing a new pressure reducing valve. The project came in under budget and that allows the balance to now be turned over to the general fund. The motion was seconded by Treasurer Wright. The motion was voted and carried unanimously and so ordered.

#### **Article 13**

**To see if the Village District of Eastman will vote to raise and appropriate the sum of Three Thousand Dollars (\$3,000) to be added to the previously established *Well Exploration and Development Capital Reserve Fund*, (Created in 2008) and to designate the Commissioners as agents to expend from this fund.**

Commissioner Fairweather spoke in favor of the article and moved that the appropriation be made. The motion was seconded by Treasurer Wright. The motion was voted and carried unanimously and so ordered.

#### **Article 14    NEW 2010**

**To see if the Village District of Eastman will vote to establish a Capital Reserve Fund under the provisions of RSA 35:1 for the purpose of an *Alternative and***

***Energy Audit/Study* and to raise and appropriate Two Thousand Five Hundred Dollars (\$2,500) to be placed in this fund, and to designate the Commissioners as agents to expend from this fund.**

Commissioner Fairweather spoke in favor of the article and moved that the appropriation be made. He and District Manager Weber both noted that the District is looking into energy alternatives, which may start with small things like energy saving lighting measures. The motion was seconded by Deputy Treasurer Conroy. The motion was voted and carried unanimously and so ordered.

#### **Article 15    NEW 2010**

**To see if the Village District of Eastman will vote to establish a Capital Reserve Fund under the provisions of RSA 35:1 for the purpose of *Computer Software, Upgrades and Maintenance* and to raise and appropriate Ten Thousand Dollars (\$10,000) to be placed in this fund, and to designate the Commissioners as agents to expend from this fund.**

Commissioner Sullivan spoke in favor of the article. Additionally, District Manager Weber explained that the District upgraded its computer systems last year. Technology moves quickly, and this warrant is to make sure that funds are available to keep equipment and software up to date. The motion was seconded by Treasurer Wright. The motion was voted and carried unanimously and so ordered.

#### **Article 16**

**To see if the Village District of Eastman will vote to raise and appropriate the sum of Three Thousand Dollars (\$3,000) to be added to the previously established *Building Maintenance* Capital Reserve Fund, (Created in 2009) and to designate the Commissioners as agents to expend from this fund.**

Commissioner Sullivan spoke in favor of the article, explaining that this amount covers the replacement of a roof. The motion was seconded by Treasurer Wright. The motion was voted and carried unanimously and so ordered.

#### **Article 17**

**To see if the Village District of Eastman will vote to raise and appropriate the sum of Four Thousand Dollars (\$4,000) to be added to the previously established *Water Audit/Leak Study* Capital Reserve Fund, (Created in 2009) and to designate the Commissioners as agents to expend from this fund.**

Commissioner Wood spoke in favor of the article and moved that it be adopted. He explained that the District was having problems with unaccounted for water. There have been and are leaks. Currently the District does leak studies using our personnel. And there has been progress in identifying and fixing leaks. As long as there is progress using in-house efforts, we may not be required to do more. The motion was seconded by Treasurer Wright. The motion was voted and carried unanimously and so ordered.

### **Article 18**

**To see if the Village District of Eastman will vote to raise and appropriate the sum of Three Thousand Dollars (\$3,000) to be added to the previously established *Water Treatment Facility Operations Study Capital Reserve Fund, (Created in 2009)* and to designate the Commissioners as agents to expend from this fund.**

Commissioner Wood spoke in favor of the article and moved that it be adopted. He explained that the outside consultants have recommended that, at some point in the future, we do an audit. This will hold funds for that future audit. The motion was seconded by Commissioner Sullivan. The motion was voted and carried unanimously and so ordered.

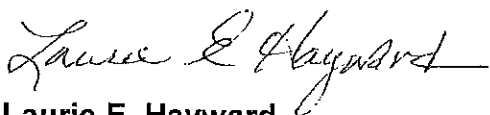
### **Article 19**

**To transact any other business that may legally come before the meeting.**

Commissioner Sullivan addressed the members of the community in attendance, telling them that the District does need their eyes and ears and asking that they note anything that might indicate a leak or any other issue with the water system and notify a Board member or any one at the Village District Office.

There being no additional business, the voting of Articles 2-19 was closed by Moderator Woodhouse. The polls remained open for the election of officers until 9:05 pm.

**Submitted By;**



**Laurie E. Hayward**

**Clerk, Village District of Eastman**