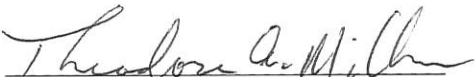


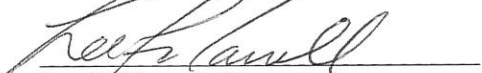
MINUTES: Water & Sewer Commission Meeting

DATE: 1 April 2024 TIME: 4:00 PM

PRESENT: Jeff Tennis, Lee Carroll, Ted Miller, and Roger Goulet

- Reviewed minutes of 18 March 2024 Commission meeting and signed same.
- Reviewed invoices and signed the same.
- Commissioners came in last week and reviewed Commitment for 2<sup>nd</sup> Quarter Billing. Signed same.
- **Reviewed Water Capital Reserve** fund payment of \$1,307.12 to Underwood Engineers for Water Asset Management Plan. Signed same.
- **Reviewed Water Capital Reserve** fund payment of \$826.08 to Underwood Engineers for Water Planning Study. Signed same.
- **Reviewed Sewer Capital Reserve** fund payment of \$1,806.44 to Underwood Engineers for Wastewater Asset Management Plan. Signed same.
- **Reviewed water and sewer capital reserve accounts** through March. Signed same.
- **Lee reviewed NHDOT Aeronautics** quarterly report regarding aircraft on airfield and signed same.
- **Kurt returned to work** today after surgery at half days this week and then full days next week. Non work issue.
- **Spiral lift pump #1** has needed some repairs. Will keep reviewing for any further issues.
- **Started cleaning filter #1** at Water Treatment Facility today. Will continue.
- **Jeff had a meeting with Peter and** the Finance Department only. Commissioners approved a letter to direct retroactive pay be per previous years for water and sewer employees. This will be last year the department will not be following Town’s method of calculation and water and sewer employees will be so notified for future. Also discussed other payroll and invoice issues.
- **We discussed Underwood Engineers meter replacement** report (part of Water Planning Study) and approved Underwood Engineers submitting this to NHDES.
- **Carried out initial** emergency cleaning of Perkins Brook Reservoir.
- **Need to replace chemical feed** on Sodium Bicarbonate at Water Treatment Facility. Jeff will order a replacement unit ASAP.
- Next Commission meeting is 15 April 2024 at 4:00 PM.
- There was a non-public session at this meeting.
- The meeting was adjourned at 5:10 PM.

  
Theodore A. Miller, Commissioner

  
Lee F. Carroll, Commissioner

  
Roger G. Goulet, Commissioner