

Tilton Northfield Water District  
Commissioner's Meeting  
14 Academy Street, Tilton, NH 03276  
Monday, January 10, 2022  
Minutes

**In Attendance:** Commissioner Chair Sean Chandler, Commissioner Glen Brown, Commissioner Arthur Demass, Superintendent John Chase, District Clerk Michele Corey, Resident Lauren Noether

**Call to Order:**

Commissioner Chandler called the meeting to order at 4:03 p.m.

**Public Comment:**

**Account 570-**Lauren Noether was in attendance to discuss the late fee on her bill. She advised that she did not see the bill come and did not remember to look for it until she received her late notice. She did include the late fee with her payment but would like to contest the late fee.

**Commissioner Demass motioned to credit Account 570 the \$30.00 late fee that was already paid. Seconded by Commissioner Brown. All in favor. Motion carried.**

**Account 918/924-**There is an adjustment needed because there was a clerical error when entering the meter information. 26,100 c.f. was the actual usage but it was entered as 1,026,100 c.f. The error was caught before the bill was sent out. The adjustment amount in BMSI will be \$49,400. **Commissioner Chandler motioned to approve the adjustment due to the clerical error. The incorrect amount being 1,026,100 c.f., adjusting to 26,100 c.f. Seconded by Commissioner Brown. All in favor. Motioned carried.**

**Account 2272-**Homeowner purchased the property at the end of December, 2020. At end of 2021 the tenant called the homeowner and said the toilet was running. The tenant then moved out with 2 days' notice. As of 1/6/22 the toilet was still running and homeowner is trying to find a plumber. Homeowner is requesting an abatement. Superintendent presented a couple of options for an abatement amount. **Commissioner Chandler motioned to abate 93.86 leaving a balance of 219.74. Seconded by Commissioner Demass. All in favor. Motion carried.**

**Review of Minutes:**

The Commissioners reviewed the December 13, 2021 minutes for the Water District and the Tilton Northfield Aqueduct. Commissioner Chandler noted that the titles need to be changed in the Aqueduct minutes. President is Sean Chandler, Vice President is Arthur Demass and Director is Glen Brown. **Commissioner Chandler motioned to approve the December 13, 2021 Water District minutes and December 13, 2021 Tilton Northfield Aqueduct minutes with changes to the titles. Seconded by Commissioner Demass. All in favor. Motion carried.**

**Treasurer's Report:**

The Commissioners reviewed the December, 2021 Treasurer's Report. **Commissioner Demass motioned to accept the December, 2021 Treasurer's Report, seconded by Commissioner Brown. All in favor. Motion carried.**

**Commissioner Chandler made a motion to suspend the meeting to have a discussion with the T-N Water District's Attorney due to attorney/client privilege at 4:42 p.m. Seconded by Commissioner Brown. All in favor. Motion carried.**

Commissioner Chandler recalled the meeting to order at 5:07. **Commissioner Chandler motioned to resume the regular meeting. Seconded by Commissioner Brown. All in favor. Motion carried.**

**Superintendent's Report (John Chase):**

**F-250 Truck** – Hanser Auto Body said the bed was going into the paint booth this week and they will need to have the new F250 the following week to switch the beds out.

**SCADA Upgrades**-Ell has sent over the contract. It was signed and sent back to them. The contract stated everything would be completed by the end of March, 2022.

**Meter Upgrades**-Ian from Stiles came to the shop and demonstrated the installation process with the crew. We are just waiting for BMSI to finish up some things with the programming before we can turn the system on.

**140 Water Treatment Plant**-Rene LaBranche from Stantec and Superintendent Chase met with a representative from Greenleaf, the company that is doing the pilot study that determines what size plant and treatment process will be needed. We are working on some details as to how to run the wells 24/7 for these tests to be completed. Greenleaf is planning to be here the week of January 24<sup>th</sup> for two weeks.

DES funding application for Manganese-We are still listed in the top 5 for funding. We have also put in some grants for funding to help defray some of the cost.

**Old Business:**

None

**New Business**

Discussion about the annual meeting dates. The Budget Workshop will be February 7, 2022 at 4:00 p.m. The Budget Hearing will be on March 14, 2022 at 4:00 p.m. with the Commissioner's meeting to follow. The Annual Meeting will be on April 12, 2022 at 6:00 p.m. at the Pines Community Center.

Commissioner Brown advised at the Northfield Planning Board there was discussion about putting in 66 condos in Northfield on Route 140. It has not been approved yet.

**Non-Public Session:**

**Commissioner Chandler motioned to enter into a non-public session per RSA 91: A3 II, (c), Seconded by Commissioner Brown. Roll call vote: Commissioner Chandler, yes; Commissioner Brown, yes; Commissioner Demass, yes. At 5:25 p.m. the Commissioners entered in to non-public session.**

**Commissioner Chandler motioned to come out of the non-public session. Seconded by Commissioner Demass. Roll call vote: Commissioner Chandler, yes; Commissioner Brown, yes; Commissioner Demass, yes. At 5:36 p.m. the Commissioners came out of the non-public session.**

**Commissioner Demass motioned to seal the minutes seconded by Commissioner Chandler. All in favor. Motion carried.**

**Next meeting:**

Monday, February 7, 2021 4:00 p.m.

**Adjournment:**

With nothing further, **the meeting adjourned at 5:40 p.m.**

Respectfully submitted,

Michele Corey, District Clerk