

Tilton Northfield Water District  
Commissioner's Meeting  
14 Academy Street, Tilton, NH 03276

Monday, May 9, 2022

Minutes

**In Attendance:** Commissioner Chair Sean Chandler, Commissioner Arthur Demass, Superintendent John Chase, Rene LaBranche, Stantec, Chris Rice, TF Moran

**Call to Order:**

Commissioner Chandler called the meeting to order at 4:04 p.m.

**Public Comment:**

Chris Rice from TF Moran representing applicants COP Tilton, LLC, who have a purchase and sales agreement in the Nickerson Industrial Park, presented information on what will be a kidney dialysis center. . The updated address is now 2 Business Park Drive, Tilton. There will be 12 dialysis stations. They have submitted all of their information to Stantec and Rene has provided them with a conditional approval letter. They are hoping to have everything finalized and begin construction later this summer. **Commissioner Chandler motioned to approve service for the medical dialysis clinic based on the conditions outlined in the letter from Rene LaBranche, Stantec, dated April 29, 2022. Seconded by Commissioner Demass. All in favor. Motioned carried.**

Account 2183-Late fee was assessed. Customer advised she did not receive the bill timely. She has never been late. **Commissioner Demass motioned to waive late fee for account 2183. Seconded by Commissioner Chandler. All in favor. Motion carried.**

**Review of Minutes:**

The Commissioners reviewed the April 18, 2022 minutes for the Water District. **Commissioner Demass motioned to approve the April 18, 2022 Water District minutes. Seconded by Commissioner Chandler. All in favor. Motion carried.**

**Treasurer's Report:**

The Commissioners reviewed the April, 2022 Treasurer's Report. **Commissioner Demass motioned to accept the April, 2022 Treasurer's Report, seconded by Commissioner Chandler. All in favor. Motion carried.**

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

**Stantec Update** - Rene LaBranche, Stantec, attended the meeting to provide an update on the new water treatment plant. There is an anticipated change in the date for the new manganese requirements. Rene advised that it has been proposed to move from July, 2022 to January, 2023 and may not be implemented until July, 2023. We are waiting on the final rule. The survey has been completed and we are awaiting the report. Pilot testing has been completed. Rene has a draft memo regarding the pilot testing. The process went very well. DES has advised they would like us to recycle the backwash water. Rene is still discussing with them. The next thing will be to submit a design contract to the Water District. They expect to submit this in 2 parts, a preliminary design and then the final design. The final application is due June 1<sup>st</sup>. Rene supplied

the Water District with a list of things they will need to complete as well as a list of what Stantec will complete.

Rene came out to look at the wall issue in front of the Water District Office. He is reviewing and putting together a price so that it can be submitted to the Town of Tilton. There are some concerns about the current plan the Town has to resolve the road and wall issue.

Rene advised that the Stantec office in Georgia has been asked by 3M to assist with a sewer review on the 3M plant in town. It does not currently have anything to do with water but Rene wanted to make the Water District aware since it is located in town.

**SCADA Upgrades-** Walmart, Lowes and Home Depot are still experiencing some radio fails. They have moved the antennas around and now Superintendent Chase feels they may need to be moved outside. Rene LaBranche will make some calls about this. Also there are more internet fails since Breezeline has taken over.

**UPS Facility-**They are currently working on their construction proposal and lining things up.

**Meter Upgrades-**Still working with BMSI. It has been a slow process but we seem to be getting to the end of it.

**McDonalds Water Service-**Installation started on this today and it should take approximately a week to complete.

**MAR Services-**When the new manganese rule does go into effect, we will only be able to operate Well 1. Rene LaBranche has suggested that we ask MAR Services to have a pump and motor available and to commit to 24 hour turnaround time in the event that there is an issue with Well 1. This will minimize the downtime with the Well. They have agreed that they can accommodate this. They will also come and rehab the Well 1 pump so that it is ready to go when we shut down Well 2.

**Well 1 Tank-**The tank should be cleaned this year before we move to the new treatment plant.

**Sealcoating-**The driveways need to be seal coated this year. Chambers has dropped off a quote for \$2,200. Superintendent Chase is confirming that this is for both driveways.

### **Old Business:**

There was a question on the drug testing and what testing should be completed. The testing provider said they need a chain of custody report, which is what tells them what to test for. Testing could not be done at the location in Tilton. The employee had to go to Concord. Commissioner Chandler will follow up with Winnepesaukee Drug Consortium. Commissioner Chandler also advised that all of the employees would need to sign the new drug testing policy.

Commissioner Demass advised that he would like Doug McPhail to have 3 weeks' vacation. He was under the impression that last year when Doug received the extra weeks' vacation that it would be continue and he would have 3 weeks each year. Superintendent Chase advised that the extra week last year was in appreciation for the extra on call work and additional work he had done. The current vacation policy states you get 2 weeks after 2 years and 3 weeks after 10 years and then you cannot get any more. Doug has been employed close to 7 years. Superintendent Chase is concerned about making changes that are not in accordance with the policy. He has been employed 25 years and has only 3 weeks of vacation. Commissioner Chandler agreed that would not be right and we need to look at changing the policy. Commissioner Demass agreed that the policy needs to be changed. **Commissioner Demass motioned to give Doug McPhail 3 weeks of vacation a year and John Chase 4 weeks of**

vacation a year. Seconded by Commissioner Chandler. Discussion held regarding potential changes to the vacation policy. Commissioner Demass advised that he would review other vacation policies to see what a good schedule would be. Vote on the motion. All in favor. Motion carried.

**New Business:**

None

**Next meeting:**

Monday, June 13, 2022 4:00 p.m.

**Adjournment:**

With nothing further, **the meeting adjourned at 6:19 p.m.**

Respectfully submitted,

Michele Corey, District Clerk