

Tilton Northfield Water District  
Commissioner's Meeting  
14 Academy Street, Tilton, NH 03276  
Monday, June 14, 2021  
Minutes

**In Attendance:** Commissioner Chair, Sean Chandler, Commissioner, Scott Davis, Commissioner Arthur Demass, Superintendent John Chase, District Clerk Michele Corey, Bob Zinser (20 Mill Street, Tilton)

**Call to Order:**

Commissioner Davis called the meeting to order at 4:10 p.m.

**Public Comment**

Mr. Zinser, 20 Mill Street, Tilton, stated 2 staff members came to his location at 20 Mill Street, Tilton, to change the water meter and broke a valve. Superintendent Chase stated they were not getting any readings from the meter so it needed to be swapped out. Mr. Zinser is upset because he now has a major plumbing issue that he is responsible for when he did not ask for the meter to be swapped out. The water is currently shut off. The Commissioners and Superintendent discussed the logistics of the issue and potential solutions. The Commissioners agreed that if the home owner would purchase all of the materials the Water District would address the plumbing issue. Mr. Zinser agreed that this would be a good solution.

**Review of Minutes:**

The Commissioners reviewed the May 10, 2021 meeting minutes. **Commissioner Davis motioned, seconded by Commissioner Demass to accept the minutes. All in favor. Motion carried.**

**Treasurer's Report:**

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

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

Superintendent Chase had some personnel documents that the commissioners signed.

Planet Honda passed their pressure test and the first round of bacteria testing. They have one more bacteria test to pass.

A new quote was received from Rene LaBlanche, Stantec, for the new treatment plant. It is approximately \$6,000,000.

Superintendent Chase asked the Commissioners about reopening the office. Commissioner Davis indicated that when we reopen we should put the plexiglass back up with the pass through so that there is a barrier.

The tank at Reservoir Road needs to be cleaned. Superintendent Chase is waiting on quotes for this.

Superintendent Chase is also getting a price for the caustic tank on Route 140. It is recommended to replace these every 20 years and it is currently over 20 years. The muffler on the generator needs to be replaced as well. Commissioner Davis inquired if this generator was going to be adequate in the future. We should have Stantec review this before we spend a lot of money on it to replacing parts in case we need a larger one.

### **Old Business:**

Commissioner Davis inquired when Stiles Co. would be coming back in. Superintendent Chase will work on setting this up.

Commissioner Davis inquired about the status of Account 153. This account was overdue and there was too much debris in the yard to get to the shut off valve. Superintendent Chase stated that the home owner paid 25% of the balance, \$175.00, and signed a payment arrangement for \$75.00/month.

### **New Business:**

#### **Tilton Sewer Agreement**

The current agreement between the T-N Water District and the Tilton Sewer Commission to supply the Sewer Commission with quarterly meter readings expired June 30, 2021. Superintendent Chase could not locate a copy of the signed agreement but did find where the Sewer Commission voted and approved this in the Sewer Commission meeting minutes. The rate on the agreement is \$400.00 per quarter. Additionally, there is still an outstanding balance of \$1,865.00 for Pine Street. Commissioner Chandler stated that he thought the Sewer Commissioners should come in and meet with the Water District Commissioners to see if we can come to a new agreement. **Commissioner Davis motioned to send a letter to the Tilton Sewer Commission notifying them that the current agreement is expiring as of June 30, 2021, and they should advise the T-N Water District how they would like to proceed. Motion seconded by Commissioner Demass. Discussion regarding clarifying date the agreement expires based on the Sewer Commission minutes. Additional discussion regarding what should be included in a potential future agreement. All in favor. Motion carried.**

#### **Late Fees:**

Accounts 479

A request from the owner regarding waiving the late fee was received. The owner's bookkeeper contracted COVID and was unable to make the payment on time. **Commissioner Davis motioned to waive the late fee on this account. Seconded by Commissioner Demass. All in favor. Motion carried.**

Account 240

The Commissioners reviewed a request to waive the late fee. Based on the information provided **Commissioner Davis motioned to waive the late fee, seconded by Commissioner Demass. Vote: 2 approved. Commissioner Chandler abstained. Motion carried.**

Account 1368

The Commissioners reviewed a request to waive the late fee. The owner has moved due to health issues and is having mail forwarded which took a little longer causing the payment to be late. **Motion by Commissioner Chandler to waive the late fee, seconded by Commissioner Davis. All in favor. Motion carried.**

Account 2087

The Commissioners reviewed a request to waive the late fee. This account has been delinquent several times. **Motion made by Commissioner Demass to not grant a waiver of the late fee for this account. Seconded by Commissioner Davis. All in favor. Motion carried.**

**Next meeting:**

Monday, July 12, 2021 4:00 p.m.

**Adjournment:**

With nothing further, **at 5:58 p.m. the meeting adjourned.**

Respectfully submitted,

Michele Corey, District Clerk