

Tilton Northfield Water District
Commissioner's Meeting
14 Academy Street, Tilton, NH 03276
Monday, July 11, 2022
Minutes

In Attendance: Commissioner Chair Sean Chandler, Commissioner Arthur Demass, Superintendent John Chase, Rene LaBranche, Stantec, Michele Corey, District Clerk

Via telephone: Dave Fox Raftelis

Call to Order:

Commissioner Chandler called the meeting to order at 4:07 p.m.

Public Comment:

Dave Fox from Raftelis called into the meeting to provide an update on the rate study. There was discussion held on how we should proceed with this based on new revenue information. Dave advised they could run the rate study information based on multiple scenarios but should lean toward being conservative and not include any potential revenue that may occur. Rene LaBranche advised that we should factor in the cost to repay the loan for the new water treatment plant. Rene will get a firmer number on the loan (less any grants) to provide to Dave. Rene also mentioned that we should provide the rate study in terms of fire protection services, rather than the cost per hydrant. Dave went through the process on how this information is calculated. To perform a detailed cost of service it will take several weeks to complete, once all of the information is received. Superintendent Chase inquired if both Stantec and Raftelis could provide a cost to update this rate study so that the Commissioners could consider proceeding. Dave and Rene advised they would need some time to work up some numbers. They will probably need a week to complete the pricing.

Stantec has finalized the paperwork for the new water treatment plant to send to DES. We have received confirmation from DES and everything is moving forward. Rene discussed some of the information in the preliminary design. Rene also indicated that the Manganese regulations will now be in effect January 1, 2023. The Commissioners discussed sending a notice to customers in the September, 2022 bill.

Review of Minutes:

The Commissioners reviewed the June 13, 2022 minutes for the Water District. **Commissioner Demass motioned to approve the June 13, 2022 Water District minutes. Seconded by Commissioner Chandler. All in favor. Motion carried.**

Treasurer's Report:

The Commissioners reviewed the May and June, 2022 Treasurer's Report. **Commissioner Chandler motioned to approve the May and June, 2022 Treasurer's Report. Seconded by Commissioner Demass. All in favor. Motion carried.**

Superintendent's Report (John Chase):

Well 1 Rehab – Maher Services is having Premier Pump and Franklin Motors come by on Wednesday to take a look at Well 1. They want to see if they can figure out why it fails on

startup, before Maher comes and pulls it out for rehab. It appears this could happen as early as next week.

Radio Meter Costs – We need to discuss when we should start introducing the \$3.00/quarter fee for the cellular costs of the meter upgrades. Right now we have about 30 radio reads out there at a cost of \$0.89 each per month. Charlene and Kelly both say that it would be difficult to only charge those customers that have the radio reads. If we charged only those that have radio reads there could be some billing issues. Superintendent Chase thought that we should start charging across the board now. The Commissioners were concerned about charging before all of the meters are installed. We are getting charged for those meters that are on line now and those costs will increase as we bring more on. Commissioner Demass feels that we should increase the cost across the board as of January 1. Commissioner Demass motioned to implement the \$3.00/quarter charge for the radio reads to the quarterly bills beginning January 1, 2023. Seconded by Commissioner Chandler. Discussion held. All in favor. Motion carried

Old Business:

Superintendent Chase brought the additional information regarding the current medical and dental costs. Medical coverage for a Single is \$874.89/month; 2 person is \$1,749.78/month; and family is \$2,362.20. Dental coverage for a single is \$44.87/month; 2 person is \$86.81; and family is \$157.03.

New Business:

Billing Error – The meter was installed backwards. It was one of the new meters. The customer was advised not to pay the bill and we would issue a correction. **Commissioner Chandler motioned to make an adjustment to Account 834/937 to the invoice due to the cellular meter being installed backwards which caused the reading to show excessive usage of 46,099 c.f. The revised bill of 9,100 c.f. is based on the second quarter of 2021. The abatement amount is \$1901.75. Seconded by Commissioner Demass. All in favor. Motion carried.**

Superintendent chase provided the Commissioners with a letter from the Town of Northfield dated July 5, 2022, regarding an underground water leak on Bay Hill Road, Northfield. Superintendent Chase advised that he had scheduled the repair of this but one of the Northfield Selectman advised the Director of Public Works to cancel. Superintendent Chase met with the Selectman who requested that he continue with the repair the following day but he was unable to schedule it for then. He is currently working on getting this scheduled.

Superintendent Chase provided 5 applications that he has received and interviewed. He feels that there are only 2 viable candidates. There was discussion about making an offer to one of the candidates. Superintendent Chase will proceed with making an offer.

Next meeting:

Monday, August 8, 2022 4:00 p.m.

Adjournment:

With nothing further, **the meeting adjourned at 5:57 p.m.**

Respectfully submitted,

Michele Corey, District Clerk