

Tilton Northfield Water District
Commissioner's Meeting
14 Academy Street, Tilton, NH 03276
Monday, October 18, 2021
Minutes

In Attendance: Commissioner Chair Sean Chandler, Commissioner Glen Brown, Superintendent John Chase, District Clerk Michele Corey, Ian Kasowitz, Stiles Co.

Call to Order:

Commissioner Chandler called the meeting to order at 4:11 p.m.

Public Comment:

Stiles Co.

Ian Kasowitz from Stiles Company attended the meeting with a quote for the cellular AMI. This quote is valid until 12/30/21. Endpoint cost is \$2.67/quarter per customer. There was discussion about adding this amount to the Customer Service Charge of the quarterly bills based on the added value of this program to the customer. This system offers an on-line portal that customers can sign up for to monitor their own water usage, be alerted to leaks, low temperatures, backflows, etc. Ian did report that there is currently a delay in getting the cellular meters. In order to implement all of the meters in the district, it would take a couple of months to get all of the meters. He could supply 50-100 to start with and then phase the rest of them in. Superintendent Chase will review the volumes of which meters he needs so that they could be ordered. **Commissioner Chandler motioned to accept the Stiles Co. proposal as quoted. \$6,000 for the software. Mechanical Disc. Meter with Drive-by Radio: \$229; Ultrasonic E-Series Poly Meter w/Drive –by Radio: \$249; Ultrasonic E-Series Stainless Steel Meter w/Drive-by Radio: \$289; Orion Cellular Endpoint Only (to wire onto existing meters): \$125. Seconded by Commissioner Brown. All in favor. Motion carried.**

Account 236

The home owner has passed away and this is now being handled by the Estate. The TNWD has been attempting to obtain access to this property for some time without success. Because we could not get an accurate meter reading we began estimating. The Executor of the Estate wants to have a refund issued to the Estate. He states the home owner did not use any water for the last couple of years because of a sewer issue. TNWD was allowed access to shut the water off and pull the meter on 10/13/21. Superintendent Chase presented several options to the Commissioners based on prior usage. The Commissioners felt that the option of 300 c.f. for estimation was the best option. **Commissioner Brown motioned to refund Account 236 \$1928.06. Seconded by Commissioner Chandler. All in favor. Motion carried.**

Review of Minutes:

The Commissioners reviewed the September 13, 2021 minutes. **Commissioner Chandler motioned to approve the September 13, 2021 minutes. Seconded by Commissioner Brown. All in favor. Motion carried.**

Treasurer's Report:

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

Superintendent's Report (John Chase):

F-250:

The new F-250 has been purchased and the plow is being installed on Friday, October 22, 2021. Hanser Auto Body gave us a quote of \$2,680 to swap the utility body from the old truck body to the new truck body. This still falls within the amount authorized for the purchase of the truck. The Commissioners agreed.

UPS Site:

No update since we don't have approval from Stantec yet.

SCADA Upgrade:

We are in the process of getting Stantec started with upgrading the companies that have already paid the \$5,000 for their SCADA upgrade.

Hydrant Flushing:

Hydrant flushing was completed the week of October 4th, with no issues.

Old Business:

Discussion about whether or not Glen Brown needed to resign as Treasurer in order to be appointed as acting Commissioner. He has received some information that indicates he may have been able to hold both positions. The Commissioners will seek a legal opinion on this before making any changes.

New Business

None

Next meeting:

Monday, November 8, 2021 4:00 p.m.

Adjournment:

With nothing further, **the meeting adjourned at 5:29.**

Respectfully submitted,

Michele Corey, District Clerk