

**ALTON WATER WORKS
67 FRANK C. GILMAN HIGHWAY
ALTON, NEW HAMPSHIRE
REGULAR MEETING OF
April 9, 2018**

PRESENT: Chairman Reuben Wentworth
Vice-Chairman Virgil Macdonald
Commissioner Patrick O'Brien

It was stated to all in attendance, prior to the meeting, that the meeting would be taped for accuracy and erased as soon as the minutes were approved.

- A. CALL TO ORDER: Chairman Wentworth called the meeting to order at 6:05 pm.
- B. APPROVAL OF AGENDA: Commissioner O'Brien made a motion to accept the agenda, Vice Chairman Macdonald seconded the motion. All were in agreement, the Agenda was accepted.
- C. APPROVAL OF MINUTES: Approval of Minutes of the Regular Meeting of March 21, 2018.

Vice Chairman Macdonald made a motion to accept the Minutes of the Meeting of March 21, 2018. Chairman Wentworth seconded the motion. Vote was taken, all were in agreement.
- D. PUBLIC INPUT: NONE
- E. CORRESPONDENCE: Letter from Alton Bay Christian Conference Center Re: 19 Winni Ave. Chairman Wentworth made a motion to "Replace the meter at the Conference Center at 19 Winni Ave. at no cost to the Center". Vice Chairman Macdonald seconded the motion, vote was taken all were in agreement.
- F. DEPARTMENT REPORT TO THE COMMISSIONERS: Jones Field pump, as of 3/29 is running an average of 10.1 hours per day @ 199,520 gallons per day.
- G. OLD BUSINESS: Truck Specifications. Chairman Wentworth spoke to Poulin's and asked for a quote on a 5500 1 ton dump. He was told that because of the state changing Specifications and the 2019 models were coming up, it could take up to 2 months. Chairman Wentworth will call him next week. He would like to get quotes on both the 3500 and the 5500 and the dump body is running about \$11,000.00. 3500 is around \$29,000.
- H. NEW BUSINESS: Water Billing and revenues were discussed.

Backflow Testing – Proposals – Some are done twice a year and some once a year depending on the type of business. We will pay for the testing and then bill our customers. Discussion was held on the quotes received.

Projects: 28-A: One section was done on 4/9/18 with flaggers from the fire department. Meters are to be installed for summer lines to document the water usage.

Ms. Mitchell’s Report. She was not able to be at the meeting.

Job Descriptions ie, Laborer, Maintainer 1 and Superintendent. Chairman Wentworth got a general form for job description to update for future use. General discussion was held concerning the job descriptions.

I. NON-PUBLIC SESSION: Specific Statutory Reason cited as foundation for the Non-Public session: Personnel Issue RSA 91-A:3, II (a)

Motion was made by Chairman Wentworth to move to Non-Public discussion, pursuant to RSA 91-A:3, II(b & e). Motion was seconded by Vice Chairman Macdonald. The vote on said motion was by roll call.

Roll Call vote to enter Non-Public session: Reuben Wentworth yes
Virgil Macdonald yes
Patrick O’Brian yes

Meeting was moved to Non-Public.
Entered non-public session at 6:23 pm

TURN OFF RECORDER

TURN ON RECORDER

Motion was made by Vice Chairman Macdonald to move out of the Non-Public session, and seconded by Commissioner O’Brian; vote was taken by roll call.

Roll Call vote to exit Non-Public session: Reuben Wentworth yes
Virgil Macdonald yes
Patrick O’Brian yes

Non Public session was ended at 6:45 pm.

The Alton Water Works Commissioners decided to hire for the laborer position. Chairman Wentworth made a motion to “Hire a seasonal laborer.” Vice Chairman Macdonald seconded the motion and added that the position may also go into full time and the pay shall be at \$12.50 per hour. Motion was made by Vice Chairman Macdonald to “Hire a seasonal laborer for 40 hours per week for the summer season, which may turn into a full time position. The rate of pay for the position of laborer is to be \$12.50 per hour.” Commissioner O’Brian seconded the motion. All were in favor. Motion passed.

Chairman Wentworth made a motion “To purchase a new vacuum for the office.” Motion was seconded by Commissioner O’Brian. Vote was taken, all were in agreement.

J. ADJOURNMENT: Motion was made by Chairman Wentworth to adjourn the meeting. Motion was seconded by Vice Chairman Macdonald, vote was taken, and all were in agreement motion passed. Meeting was adjourned at 6:55 pm.

Respectively submitted:
Penny Williams
Clerk

DATE SIGNED

REUBEN WENTWORTH - CHARMAN

VIRGIL MACDONALD – VICE CHARMAN

PATRICK O'BRIEN - COMMISSIONER