

Town of Epping, NH

Incorporated 1741

Water & Sewer Commissioners
157 Main Street
Epping, NH 03042

Water & Sewer Administrator
603-679-5441 x108

WATER & SEWER COMMISSION MEETING MINUTES February 25, 2014

Attendance:

Chairman Henry DeBoer, Commissioner Mike King,
W&S Administrator Dennis Koch; W&S Operator Norm Dionne

1. Call to Order:

Chairman DeBoer called the meeting to order at 7:00 PM in the Epping Town Hall.

The Pledge of Allegiance to the Flag followed.

2. Appointments: Mary & Vaughn Cloutier came in to discuss new meters installed at Pine & Pond Mobile Home Park. They want the Town to read the meters and bill the residents directly. W&S agree that this is a good conservation tool. We will need to draft a legal agreement to be signed by both parties. The agreement will address issues such as the difference between master meters and individual meters, leaks and delinquent accounts. W&S to begin reading meters and billing residents during the third quarter of 2014.

Motion by Commissioner King to take over reading meters and billing residents in Pine & Pond. Seconded by Chairman DeBoer. Motion carries 2-0.

3. Approval of Minutes:

Motion by Commissioner King to approve the minutes of January 14, 2014 as submitted. Seconded Chairman DeBoer. Motion carried 2-0.

4 Administrator's Report: DK announced that DES has awarded the Asset Management Grant to Epping. We will use the \$15,000 matching grant to complete a water system evaluation and plan for future replacement of assets. HD signed the matching funds commitment letter.

DK explained that the laptop computer has died; he will call Jeremy at Nerd11 to discuss buying a new one, and also discuss finishing the VPN network at the WWTF.

5. Operator's Report: Norm Dionne explained that the crane hoist in the headworks building needs repairs. He has a quote from PES, Inc. to repair for \$2,040.00.

Motion by Commissioner King to accept the proposal from PES, Inc. for \$2,040.00 Seconded by Chairman DeBoer. Motion carried 2-0.

6. Commissioner's Reports:

Commissioner King: MK said that he and DK had made an attempt at making a YouTube video in promotion of Warrant Article #7, but it didn't turn out well. We will try again this week.

Chairman DeBoer: HD informed the viewers that after this meeting we were going to stay and record an informational video related to Warrant Article #7 that will be available for future viewing.

**Motion to adjourn made by Chairman DeBoer.
Seconded by Commissioner King. Motion carried 2 – 0.
Meeting adjourned at 8:30 pm.**

Respectfully Submitted

Dennis W. Koch Jr.
Water & Sewer Administrator