

3/11/24

Those present: Allan Hebb and William McKee Commissioners, Jane Hebb, Acting Clerk and Treasurer

The monthly meeting started at 7:05 PM after the budget hearing was held.

The minutes of the February monthly meeting were read and approved.

Josh Worthen from Granite State Rural Water emailed Jane a you tube video of what to do to the blow off on Bridge Street that did not work when they installed it. Allan and David Smith have looked at the video and they will see wait until spring to try to turn it again.

Granite State Rural Water has put the information from the two handwritten books pertaining to Orford Village District in a database. Luis still has to put the system drawing in the database. He was told to keep the drawings until he had time to do it. This database will also include long range planning.

Jeff Hebb will do the bush hogging next spring. He has waited because Paul Messer told him last year he should wait until after the butterflies have left. The Commissioners told him to do the bush hogging whenever he has time.

Bill is going to do the annual stewardship monitoring report. Jane is going to help him and document how to do it. Bill is also going to help her get the permit to operate bill.

Jane had someone clean up old charges and deposits in Quick Books. Everything has been cleaned up and she is able to reconcile bank statements again. Marie Martin charged \$450.00 for her work. It was voted to pay her.

Jane has been working on the lead and copper spreadsheet that Hazen and Sawyer has for each connection, She had to correct some addresses and add the inactive and discontinued connections. We have until 10/14/24 to get pictures of each connection inside the houses into the database. Granite State Water was here to help with the meter readings from the new reader. He helped Jane upload 4 connections into the database. Jane has done 3 more connections herself. Jane will send out a notice and instructions on how to take the pictures and upload them with the March water bills. She will give people until 6/15/24 to take the pictures. After that date we will have to contact the homeowners to make arrangements to take the pictures.

The annual meeting will be at our monthly meeting on 4/2/24. The moderator has been notified. The 2 commissioners present signed the warrant and MS-636 for which has to be posted with the warrant. Jane will get the other commissioner to sign them and post them.

As we were leaving the January meeting we saw someone walking dogs on our property. We will put up private property signs in the spring.

David is going to make a description of each meter reader which Jane will then put in the computer. Jane has a spreadsheet ready to do this with the March readings. David and Allan will do the meter readings. Jane will document the location of the reader on the spreadsheet.

The new meter reader has arrived and has been tested. This was included in the 2024 budget. It was voted to pay \$1500.00 to Stiles Company for the meter. The old meter reader stopped working. Allan and Jane took it to Batteries Plus in Concord to see if they could fix it. The lithium batteries are soldered in. They came up with the idea to put the new batteries on the outside of the reader. They could not solder the batteries because they were lithium. The cost was \$88.97 which was paid by debit card. They mailed the repaired reader back. It works fine to read the old meters. We now have to 2 meters to read the meters. The new meter reader will read the old meters.

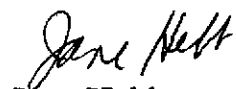
Jane was instructed to put a note on the March bills telling one customer to pay their water bill by 5/15/24 or we will shut the water off.

Jane will email Gilford Well to get blowing off the lines on their calendar. Under our contract this should be done once a year. It not been done for a few years because we had 2 blow offs that did not work. They were fixed last fall.

Jane received a 4 page email Nick Castel which is the new owner of the property at 485 NH Route 10 telling her she was misusing her acting clerk responsibilities. He claims she is denying him applying for water to the new buildings he wants to build. Every communication Jane has had with Mr. Castel have been emailed or copied and given the commissioners. She has consulted the commissioners before writing emails. A copy of the email was sent or given to each commissioner before the meeting. Jane also emailed it to Josh Worthen at Granite State Rural Water. He advised her to immediately call Cindy Clemons at DES and ask her how to declare our systems capacity. He also sent the email to Luis who also works at Granite State but used to work at DES. Jane decided to talk to Commissioners at this meeting before calling DES. She was told to call them tomorrow. She was also told to ask for suggestions of lawyers to help us with this matter.

Meeting adjourned at 7:45 PM

Respectfully submitted,



Jane Hebb,
Acting Clerk