

6/3/24

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

The monthly meeting started at 7:00 PM.

The minutes of the May monthly meeting were read and approved with one correction.

Jeff Hebb will do the bush hogging this spring.

Jane did the annual stewardship monitoring report and it was emailed the State.

We received the annual check from the state in the amount of \$4956.60 and it was deposited in the savings account

Jane has been working on the lead and copper spreadsheet that Hazen and Sawyer has for each connection, We have until 10/14/24 to get pictures of each connection inside the houses into the database. A notice and instructions on how to take the pictures and upload them was included with the March water bills. People have 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. Jane will put something in the June bills about us coming to take the pictures.

The Permit to Operate for this year has been sent to DES. When Jane talked to DES about the 51 number of users on the permit to operate, she said this could be increased because the documentation when the new system was done proved that there was enough water for more users. We need to add 6 more lines to the permit to operate to cover the connections on the main line that are not being used at the present time. They are 2 connections for the O'Donnell barn, Jeffrey Hebb, West Cemetery, and 2 that are disconnected, Stimson and the white house at the Pastures.

Allan got the meter reading at the residence on Bridge Street. We still have to see why the meter reader is not working. Allan didn't think to make an appointment with the homeowner when he was there. Jane will put a note in the June bill about calling us to make an appointment.

Jane transferred the \$1000 to the trust fund account for this year. She also transferred the mortgage payment due 5/22. She has not sent the Trustee of the Trust Funds a copy of Annual meeting minutes yet.

Gilford Well will blow off the system on June 4. Jane will sent post cards to everyone on the system. Gilford Well has done this in the past but Norm said it was our responsibility.

One delinquent customer did not pay his bill by June 1. Jane was told to send him a registered letter saying if the bill was not paid in full by 7/1 we would put a lien on the property.

Jane and Bill have been adding 911 addresses to original books of the diagrams of the system. Luis from Granite State Rural water returned the maps. Jane and Bill have identified the missing ones but Jane has not had time to add it to the books.

Granite State Rural Water also suggested that we add a commercial hook up rate to our Rules and Regulations. We currently only have one rate. It was decided to ask Fairlee about their rates and connection fees. Jane got the fees for Woodsville Water District. Any changes will have to be revised in the Rules and Regulations.

Bill got the data on the number of bedrooms we are currently furnishing water to. Jane put it in a spreadsheet and it was sent to the lawyer. There was a total of 139 bedrooms and 19 bathrooms if the building did not have bedrooms.

The annual audit will be 6/17-18/24. The Commissioners signed the contract with Roberts & Greene that will be doing the audit.

Meters will be read 6/20/24. Jane has copied the CCR report and it will be sent with the June bills.

The Commissioners gave Jane permission to buy an ink cartridge for her printer , and to buy some paper for the printer. She has been furnishing all the paper but would like the water company to buy their own paper to use in her printer. They gave permission of this too.

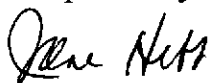
Jane mocked up an application for a new connection. There were a couple of changes. She will also give it to Granite State Rural Water for them to give comments. Then it will be given to the lawyer for her comments.

We received another letter from Mr. Castel's lawyer dated 5/24/24. Jane was asked to make an appointment for a phone call to our lawyer to discuss the letter.

NH Power with the new rate which will go until 12/24. The rate is 0.13990 dollar /KWH. This goes into effect 7/17/24.

Meeting adjourned at 7:58 PM

Respectfully submitted,



Jane Hebb,
Acting Clerk