

Water Commissioner's & Finance Committee Monthly Meeting  
August 30, 2016

Ken Morin, Chairman  
Steve Call, Commissioner  
Bruce Merriam, Commissioner  
Michael Brown, Water Superintendent  
Suzanne Leh, Clerk/Collector  
Eileen Tela, District Accountant  
Steve Constantine, Finance Committee  
Paul Grimard, Mohawk Ramblers  
John Collins, Mohawk Ramblers

Ken Morin opened the meeting at 4:30pm. Bruce Merriam made the motion to accept the minutes of July 6, 2016 as printed. Steve Call seconded. All in Favor.

**Mohawk Ramblers** – Lease had been previously emailed to water commissioners for review and John Collins shared an updated copy of the lease. Minor changes made were dimensions of land and length of lease changed from 10 years to 5 years. Confirmed lease amount will be \$2,200 with semi-annual payments. Mohawk Ramblers major concern at this time what happens at 5 years if lease is not renewed and monies invested into new building, parking, etc. Mike said a change needs to be made re: subletting and the water department's liability. Commissioners request that updated lease be emailed to them by the Mohawk Ramblers lawyers so commissioners can review and forward to their lawyer. Bruce suggested lease start as soon as agreement is reached rather than wait until January 1, 2017 so that they can begin clearing land (2.1 acres out of 6 acres). Commissioners gave their ok to for clearing to begin while lease is being finalized as long as it's being done by a professional company and not club members. Insurance liability certificate will need to be brought to the office.

**Dry Hill Trail System** - Mike shared a draft of signs/rules given to him by Walter Ramsey that are to be posted in kiosks along the trails. Commissioners recommended the following changes/additions to signs: Trails not shared with ATV's, no fires, trail use for daylight hours only, respect the trails-take away what you bring in. Possibly signs stating water supply. Commissioners want to be sure trails are maintained and trash is taken care of.

**Laurel Realty** - Monthly payment was received in August.

**Drought Advisory** – State's drought management task force updated drought conditions from an advisory to watch in our area. Mike has been keeping an eye on consumption and well levels. Last voluntary restriction we had was in 2012 and we were seeing a usage of a million gallons a day. Right now for the month of August we are at 690,000 a day. May be contributed to leak on Morris Avenue that was found. Last August was 740,000 gallons. Hannegan Brook well down 2 feet and Tolan well down one foot from spring readings. Mike is leaving for 2 weeks and Suzanne has press release information for a voluntary restriction if needed.

**Franklin Commons** – Resident, Lenore Styles was very grateful for Mike's follow up regarding trees she was concerned about and the report from Tom Brule.

**Sanitary Survey** – Tata & Howard gave a proposal of 38K to do Asset Management and Capital Improvement reports. Mike just received an email regarding an available grant to cover the cost. Karen Gracey mentioned that as we have a letter from DEP requesting these reports it could work in our favor.

**Truck** – Has been ordered and being made.

**District Accountant** – Eileen handed out By-Law drafts. It was pointed out by Prudential Committee that Finance Committee need to be added to agendas. Once the By-Laws are finished it needs to go our attorney, then district attorney and then voters need to approve. Would like to have this ready for next district meeting. Eileen discussed a change she would like to see made to the Water Department's Handbook. Separation Pay is based on years of service. Most companies, such as the town, it is upon retirement or death. Both Steve and Bruce are in agreement to removing length of service.

Bi-weekly payroll has been saving Eileen about 4 hours a week. Brochures were distributed with paychecks from EAP. Lots of great services are available for all employees.

**Clerk/Collector** – Shut offs scheduled to begin September 20th.

Bruce noted that summer help did a great job!

Next meeting scheduled for Wednesday, October 5, 2016 at 5:00pm.

Meeting adjourned at 5:45pm.