

FRANCONIA WATER DEPARTMENT  
MEETING MINUTES  
October 12, 2017

The Franconia Water Commissioners met on October 12, 2017 at the Franconia Town Hall. The meeting was called to order at 9:00 am.

**Members Present:** Joan Hartford, Ray Peltier, Rich “Mac” McLachlin.  
**Others Present:** Scott Leslie, Holly Burbank.

**Minutes:** The minutes of September 14, 2017 were approved as written by majority vote.

**Holly Burbank** - Holly advised us that we have no contract with LRW. Holly recommends getting a contract. Pete got hurt on his job down in Waterville. She will check with Pete after the meeting. Mac will check with Tommy at LRW to see how we move forward with Peter being injured.

**Budget** - Holly is changing her process on doing the budgets. The town now has to report our budget to the DRA. Holly would like to have the budgets preferably between November 1<sup>st</sup> and 15<sup>th</sup> but no later than December 1<sup>st</sup>.

**Credit card** - Holly thinks it is a good idea that the Water Department has its own credit card for making purchases. She will begin the process.

**USDA Information request** - Herbie will gather the information for USDA and get with Holly when the data is collected.

**Scott Leslie** - discussed paving at Mittersill. He needs to submit a road plan to the CIP Committee. Scott will be able to pave from the fire station down to the old ski shop next year.

He will look at the driveway off from Woodchuck where the washout out was.

**Miscellaneous** - Mac will get a bin built for the recycled meters. He will have his friend Roger work on it over the winter.

Mac can help with the pit up at Gignac’s/Weiskerger’s property.

**Carol Wills** - She asked if we could change our billing cycle. If there are any over-payments she cannot credit to the following year. She has to issue credits to the water customers which is costly and takes a lot of time. The Board discussed and made the following motion:

**Ray makes a motion to change the water billing to three times a year beginning January 1<sup>st</sup> 2018, Joan seconds the motion with all voting in favor.**

**To Do List:**

Ray will call John Unger-Murphy in regards to his water connection.

Mac will call Tommy - re: the cross connection, water project, flushing, etc...

**Scheduled meetings:**

**9 November**

**14 December**

Respectfully submitted,

Herbie Bartlett

Office Assistant  
Franconia Water Department