

**West Windsor Utility Advisory Committee Meeting, August 22, 2016, 4 p.m. by teleconference
Draft Minutes**

Call to order: Meeting called to order at 4:01 p.m. Quorum met with Gina Halsted, Jim Bonney, John Bossen, Ralph Bailey, David Leavitt, and Jeff Nelson present. Select Board member Tom Kenyon, Town Administrator Martha Harrison, and Committee Clerk Connie May also present.

Changes of additions to agenda: None noted.

Announcements/Public Comments. No public comments. John asked that his e-mail address be changed to johnb@richcap.com

Approve minutes from last meeting: *Motion* made to waive reading of minutes. Seconded. No further discussion. Motion passed unanimously.

Financial updates: Tom reported that water checking account has \$88,484.52, and water money market account has \$1,053.38, for total of \$89,537.90. Sewer checking account has \$18,923.60, and sewer money market account has \$5,258.99, for total of \$24,182.59. All bills paid to date. \$155,000 that was borrowed from Town has been repaid. John asked about expenses for last quarter; will call Cathy Archibald for clarification. John waiting to hear from Win Johnson re: finances. Tom reported that Win is meeting with accountant this Thursday or next Thursday. John will touch base with him next week.

Update on sewer and water projects: No work done yet on engineers' recommendation for needed additional sewer repairs. Martha mentioned e-mail she sent to committee members reporting repair needed in near future: pipe sticking out of ground, capped, erosion around it. Costs for repair being researched. Bids are in for water project. \$575,000 awarded; Manosh Company chosen. Tom very impressed with their work thus far. Except for minor work, hopes that project will be completed by January, if not sooner. David asked if Mountainside's on-site representative could meet with Manosh to help facilitate matters at that site. Martha will send David Nick Manosh's contact information. Jeff asked about supervision of project. Engineers as well as superintendent of contractors will be on site. Suggestion made that engineers be aware of Mountainside issues. Martha will also provide David with engineers' contact information.

Water allocations/fire pond protection: Fire pond below Mt. Edge has outlet pipe but no drain. Suggestion made that drain be installed. Jeff said that this not a good idea since it would clog – better to pump out when needed. John commented that no progress has been made in clarifying who is responsible for expenses for pond maintenance. Jeff noted that other issues have taken priority, such as water projects. John will add this item to agenda for September's meeting. No comments made about allocations.

Ordinances: John noted that we are still operating under Sewer Ordinances that have not been verified. Town attorney Matthew Birmingham has been working on easements for water-system work. All relevant parties have agreed to sign; one or two on vacation currently. A matter of just getting paperwork to office. Mt. Edge easement received. Hopefully the correct Sewer Ordinances will be addressed soon.

Other business: No other business.

Next meeting: Monday, September 19th, 4 p.m. by teleconference. October meeting will be in Town Hall on Friday the 7th at 4 p.m. Those who cannot attend in person can call in.

Motion made to adjourn. Seconded. No further discussion. Meeting adjourned at 4:16 p.m.