

Meeting Minutes January 5, 2004

In attendance: Gregg Linde, John Olivieri, Tim Walsh, Ed Melanson and Ellen Friedman

Paul Anderson had left info for John and could not attend meeting. Ed had Butch's 5-year plan from 2001-2005.

We still have to obtain 5 year plans that will take us through at least 2008 from both Highway and Water Depts., and additional info about expenditures, revenues and projected expenditures for projects totaling over \$5K. *The importance of obtaining these five -year plans is critical to our being able to present the DPW at public information sessions in the most effective way that we can.*

From Butch we need:

- The addition of the information initially asked for from the past five years and projecting five years out. [FY1999-2003]/ [FY2004-2008]

From Paul we need:

- The addition of information initially asked for from past 5 years and projecting five years out. [FY1999-2003] / [FY2004-2008]
- All leaks that have been pinpointed in addition to leak detection surveys from the past five years [FY1999-2003]
- Data on leaks *fixed* over the past five years [FY1999-2003]
- Water gallons pumped in each of past 5 years [FY1999-2003]
- Water gallons billed in each of past 5 years [FY1999-2003]
- Revenue broken down by year and category [FY1999-2003]
- System maintenance costs on an annual basis [FY1999-2003]

What is the actual age of the system? Year begun?

Our goal is to make overlays by doing the following:

- Get town road plan
- Mark roads repaired in last five years and planned repairs for next five years [FY1999-2003]/ [FY2004-2008]
- Mark pinpointed water leaks
- Mark scheduled plans for digging up roads to lay water pipe for next five years [FY2004-2008]

A second overlay will be made with info from Paul so that we can better understand how costs have risen and if revenues have followed suit and where system maintenance fits in.

Based on our findings, we will hopefully have a presentation that will clearly depict the need for the approved change in structure.

What we expect to see is where communication by having a DPW would eliminate the paving and tearing up and repaving of roads. If we can get the costs per linear foot to pave, or however Butch can give the info to us, we can see how much could have been saved with better communication. We do not know what we will see yet with the second overlay but we have an idea.

We are also missing a critical line item on info Paul gave us about expenditures from 2001-2003: we are missing system maintenance costs which we will be asking Paul for the breakdown.

The question was raised by a committee member who is familiar with insurance policies as to whether or not the water dept. vehicles are insured with replacement value. Can someone from town administration shoot the committee an answer?

Is everyone who would be involved with the Mill River Well Site aware of the plans regarding the water mains? It appears that this involves Main, Mill River, Park, Myrtle, and Grove Streets. This is data that was prepared within the last week that Paul had given us. We believe he had told us that he had a meeting with from D-H in which he was discussing future projects.

We would like P/R to begin by calling Chronicle, Gazette and Globe West, letting them know we are back meeting and planning. Ed will be contact person through his Norfolk Net e-mail address.

[FY1999-2003] 1999—2003

[FY2004-2008] 2004-2008