Minutes of Williamsburg Water/Sewer Commission Thursday, July 17, 2013

Present: Walter Kellogg III-Chair, William Turner-Vice-Chair, Ken Taylor-Clerk, Jim Hyslip, Jerry Roberge & Brenda Lessard-Secretary.

Meeting called to order at 7:00 pm

- 1. Motion made (WT) and seconded (JR) to make (WK) Chairman for the upcoming year. Motion so voted. Motion made (WK) and seconded (JH) to make (WT) Vice-Chair for the upcoming year. So voted. Motion made (KT) and seconded (JH) to make (JR) Clerk for the upcoming year. So voted.
- 2. Motion made (JH) and seconded (WT) to accept the amended minutes of 5/15/13. So voted.
- 3. Motion made (KT) and seconded (WT) to accept the minutes for 5/29/13. So voted.
- 4. Motion made (JH) and seconded (WT) to accept the minutes for 6/19/13. So voted.
- 5. Motion made (WT) and seconded (JR) to accept the minutes for 6/27/13. So voted.
- Motion made (KT) and seconded (JR) to sign and accept the water and sewer warrants for 7/3/13 and 7/17/13. So voted.
- 7. Motion made (KT) and seconded (JR) to sign the abatement for P. Cerreta. So voted.
- 8. River Road-(WT) reported he had met with the City of Northampton regarding payment for a portion of the work done on River Road regarding our sewer lines. He noted that the Town Administrator and he were working on a letter in response with a reason why the amount the board feels they should pay is a fair assessment.
- 9. Meters-The board will look into returning the four meters we have for the Neptune E-coder R900 meters they have accepted and getting reader heads for the eight meters that have recently been installed.
- 10. GPS Database-(JR) is working on the data base. He needs a spreadsheet program for the computer to put the database into. A program will be ordered. He noted it will take some time to complete the database and several days to locate curb stops and hydrants.
- 11. Fee Schedule- Tabled until next meeting along with the Capital Plan.

12. Motion to adjourn meeting (JR). Motion seconded (KT). Motion so voted.

Respectfully submitted:	CLERK:	
Brenda Lessard, Secretary		