

**MINUTES  
UTILITIES COMMISSION MEETING  
DECEMBER 16, 2002**

Mayor Margo G. Bailey called the meeting to order at 7:30 p.m. In attendance were Councilmembers Harrison C. Bristoll, Jr., Whaland Clark, Mabel Mumford-Pautz, and J. Brian Kirby, Medford Capel, Utilities Manager, W. S. Ingersoll, Town Manager, Jennifer Stead, Stenographer, and guests.

Mayor Bailey asked if there were any additions or corrections to the minutes of the previous meeting of November 18, 2002. Mr. Bristoll moved that the minutes of the previous meeting be approved as submitted, was seconded by Mr. Kirby and carried unanimously.

Mayor Bailey announced that the Utilities Commission had cash on hand and in banks of \$371,042.64.

Mr. Capel stated that he did not get a contract for the water tank, but there was a representative coming to inspect the tank on Tuesday. He stated he would like the Council to think about a tank maintenance contract to keep the tank service up to date.

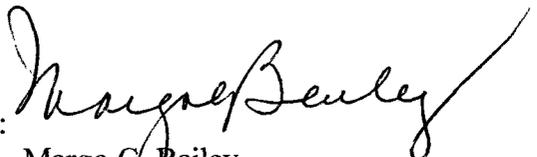
Mr. Capel stated that there was a water main break in College Heights that had been repaired.

Mr. Capel stated that the water meters were being read. He said in the past week, book four was read and it only took about three and one-half hours. He said with the old system it took three or four days.

There being no further business, Mr. Clark made a motion to pay the bills. Mr. Bristoll seconded the motion and it carried unanimously.

Mr. Clark moved to adjourn the meeting at 7:32 p.m., was seconded by Mr. Kirby and carried unanimously.

Submitted by:   
Jennifer Stead  
Stenographer

Approved by:   
Margo G. Bailey  
Mayor