

MINUTES  
UTILITIES COMMISSION MEETING  
JANUARY 26, 2004

Mayor Margo G. Bailey called the meeting to order at 7:30 p.m. In attendance were Councilmembers Mabel Mumford-Pautz, C. Harrison Bristoll, Jr. and James R. Johnson, Robert L. Sipes, Utilities Manager, W. S. Ingersoll, Town Manager, Joan Merryman, Stenographer, and guests.

Mayor Bailey asked if there were any additions or corrections to the minutes of the previous meeting. Mr. Bristoll moved that the minutes of the meeting of December 15, 2003 be accepted as presented, was seconded by Mr. Johnson and carried unanimously.

Mayor Bailey stated that cash on hand and in banks as of January 26, 2004 was \$372,538.99.

Mr. Ingersoll introduced Robert L. Sipes as the new Utilities Director for Chestertown and described his background and qualifications for the position.

Mr. Sipes stated that a Vulnerability Assessment that mandated by the EPA had to be completed by June 30. He said that he thought the Utilities Department could handle the assessment alone saving the Town approximately \$6,500.00.

Mr. Sipes stated that the communitor was pulled from the Radcliffe Pumping Station for repairs. An estimated repair was given at \$13,851.00. Mr. Sipes stated that he was looking into a replacement communitor instead. The initial part would cost of \$7,800.00, plus additional costs for modifications and installation, which he was researching.

Mr. Sipes stated that there was a water leak behind E&E Seafood that was repaired. There was a boiler leak and a chlorine line break repaired at the water plant. Currently, there was a leak at the lagoon on the potable water system. He said when the weather cleared it would be repaired.

Mr. Sipes stated that he received a water assessment from MDE, which he was reviewing, and there were some issues that would need to be addressed, but would be part of the above mentioned vulnerability assessment.

Mr. Sipes stated that Dr. Hickman had a problem with a lateral and it was repaired by David A. Bramble.

Mr. Sipes stated that two laterals, one on Greenwood and one on Cannon, had been taken care of for the homeowner's.

There being no further business, Mr. Bristoll moved for payment of the bills, was seconded by Mrs. Mumford-Pautz and carried unanimously.

Mr. Bristoll moved that the meeting be adjourned at 7:35 p.m., was seconded by Mrs. Mumford-Pautz and carried unanimously.

Submitted by:

  
Jennifer Stead  
Stenographer

Approved by:

Margo G. Bailey  
Mayor