

**MINUTES
UTILITIES COMMISSION MEETING
DECEMBER 17, 2001**

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

Mayor Bailey asked if there were any additions or corrections to the minutes of the previous meeting of November 19, 2001. Mr. Kirby moved that the minutes be approved as presented was seconded by Mr. Clark and carried unanimously.

Mayor Bailey stated that cash on hand and in banks was \$848,281.09.

Mr. Capel stated he read in the Star Democrat that Chestertown was going to receive \$500,000.00 from the state for the BNR project, and that was only of portion of what was needed as far as cost went.

Mr. Capel stated that he received a price of \$11,300.00 for the two pumps in College Heights that needed to be replaced. He stated that they were over 40 years old. He also stated that there would be an additional \$100.00 charge for the water that went to the stuffing block. He also stated that the pumps would take ten weeks to arrive. Mr. Clark asked if the price included installation. Mr. Capel explained that he could install them. Mayor Bailey asked if the money was in the utilities budget. Mr. Ingersoll stated that there was money available as long as the water tower was not painted.

Mrs. Mumford-Pautz moved that two pumps for College Heights be purchased, was seconded by Mr. Clark and unanimously carried.

Mr. Capel requested that the Aldman Generators service the generators. He stated that there were nine generators to be serviced. He stated that they would change oil, remove waste oil, check belts, check hoses, check engines, etc. There would be a charge of \$4,600.00 to service the generators twice a year. He stated that the life of the generators would be extended with the service if it were done well. He also stated that they would test the oil for metals, which would alert him as to wear on the generators.

Mr. Kirby asked where the money was coming from in the budget. Mr. Ingersoll explained that it would be covered under maintenance.

Mr. Bristol moved to approve Aldman Generators to service nine generators twice a year for payment of \$4,600.00, was seconded by Mrs. Mumford-Pautz and unanimously carried.

Mr. Capel explained that in Washington Park where the generator was installed, there was also a transfer switch installed, which allowed the generator to automatically start if there was loss of electric. The transfer switch had a digital display panel, which was destroyed by a stone hitting it. To have it replaced; the cost was \$3,500.00. Insurance was going to cover all but \$1,000.00. Mr. Capel stated that it had to be replaced. He had since installed a fence around the generator and transfer switch and there was also a metal plate now covering the transfer switch.

Council decided that a motion was not needed and the \$1,000.00 was covered under maintenance costs.

Mr. Capel stated that there was a small problem with a broken cable in the television camera. He stated that Cues sent somebody over to look at it and he only had to get the part to fix it.

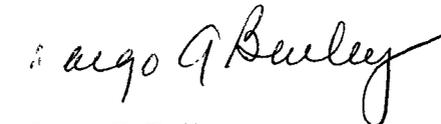
Mr. Clark moved to pay the bills, was seconded by Mr. Bristoll and carried unanimously.

Mr. Clark moved that the meeting be adjourned at 7:40 p.m. was seconded by Mr. Bristoll and carried unanimously.

Submitted by:


Jennifer Stead
Stenographer

Approved by:



Margo G. Bailey

Mayor