

**MINUTES
UTILITIES COMMISSION MEETING
NOVEMBER 19, 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. Bristoll, Jr., Jennifer Stead, Stenographer and guests.

Mayor Bailey asked if there were any additions or corrections to the minutes of the previous meeting of October 17, 2001. Mr. Bristoll moved that the minutes be approved as presented was seconded by Mr. Kirby and carried unanimously.

Mayor Bailey stated that cash on hand and in banks was \$870,043.23.

Mr. Capel stated that all three generators purchased were in place and on Tuesday, the last would be set up for operation. The first two were in operation.

Mr. Capel stated that he was in Denton for the Maryland Department of the Environment and had to file an emergency plan of operation in case there was any problem with water contamination. Mr. Capel learned through them that wastewater may be a problem although he did not think it was a problem for Chestertown.

Mr. Capel told the Commission that if there ever was a problem with the reservoir they could purchase new chlorine injectors and regulators and received two bids for them. The first bid came in at \$1,885.51 and the second bid was for \$1,997.00.

Mr. Bristoll asked if they were for spare parts and was told by Mr. Capel it was for a separate unit. He said if the reservoir had to be bypassed, there was no way to add chlorine to the water. Mr. Capel said this operation would allow for chemicals to be added.

Mayor Bailey asked how vital it was to have chlorine in the water. Mr. Capel stated that it was vital to keep out e-coli and anthrax.

Mr. Capel stated that he would do the installation, which would save money. Mr. Capel stated it would be installed as a precaution and used in the case of an emergency. Mr. Bristoll stated that there could be other problems with the reservoir, not relating to a terrorist attack, and it would be a good back up to have in place. Mr. Capel stated that it would be used as well when work began on the new reservoir. Mr. Clark asked if it would have to run intermittently to keep it active. Mr. Capel stated it would only be used if they could not coordinate the usual process and could sit without being used.

Mr. Bristoll moved for Mr. Capel to purchase and install the low bidders injectors and regulators on the chlorination system, was seconded by Mr. Clark and carried unanimously.


Mr. Ingersoll stated that he and Mr. Capel met with the low bidder, Buchart Horn, Inc. about their bid of \$142,500. for the Wastewater Treatment Plant Project. Mr. Ingersoll stated that they both felt that it was the best proposal as well as the lowest. He stated the high bid was \$278,000. He stated that he and Mr. Capel recommend they be retained for the project, with the condition that the Maryland Department of the Environment also approved them.

Mr. Bristoll moved to approve Buchart Horn, Inc. with the provision that they would be approved by the Maryland Department of the Environment, for \$142,500, was seconded by Mr. Clark and carried unanimously.

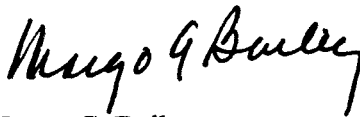
Mr. Clark moved to pay the bills, was seconded by Mr. Bristoll and carried unanimously.

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

Submitted by:


Jennifer Stead
Stenographer

Approved by:


Margo G. Bailey
Mayor