

**MINUTES
UTILITIES COMMISSION MEETING
OCTOBER 21, 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 September 16, 2002. Mr. Clark moved that the minutes of the previous meeting be approved as submitted, was seconded by Mr. Bristoll and carried unanimously.

Mayor Bailey announced that the Utilities Commission has cash on hand and in banks of \$943,161.71.

Mr. Capel stated that there was a visitor from the Maryland Department of the Environment at the lagoon and she found that an instrument had to be purchased to calibrate the chlorine meter.

Mr. Capel stated that he was working on the lead and copper report.

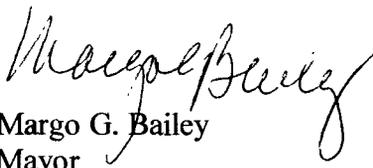
Mr. Capel stated that about 350 of the radio readers were installed. He said it would be a big time saver on reading water meters.

Mr. Ingersoll stated that he and Mr. Capel had been working on the water bond issue and O'Brien & Gere had completed the plans. He said they were waiting MDE approval to go to bid with the plans. The bond counsel was working on the documents that could be brought before the Council as early as the next 30 days. Bond approval could be by the end of December. He said the bid for the bond issue would be determined by the bids that are opened for the project. Mr. Ingersoll stated that the current financing rate was 1.8%.

Mayor Bailey asked if there were any questions or comments. There being none, she asked for a motion to pay the bills. Mr. Bristoll moved that the bills be paid as presented, was seconded by Mr. Kirby and carried unanimously.

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

Submitted by: 
Jennifer Stead
Stenographer

Approved by: 
Margo G. Bailey
Mayor