

**MINUTES
UTILITIES COMMISSION MEETING
NOVEMBER 17, 2003**

Mayor Margo G. Bailey called the meeting to order at 7:32 p.m. In attendance were Council members Whaland Clark, Mabel Mumford-Pautz, Harrison C. Bristoll, Jr., and James R. Johnson, 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 October 20, 2003. 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 had cash on hand and in banks of \$391,115.01.

Mr. Capel stated that the painting of the water tower was complete. He said that one of the man ways had a slight drip. He did not want to drain the 1,000,000-gallon tank to fix it and hoped that it would stop.

Mr. Capel stated that the lagoon had a hoist for moving chemicals. The motor had broken and the cable needed to be replaced. Mr. Capel was waiting for the bill to arrive.

Mr. Capel stated that a heater and a generator motor were replaced at Cannon Street. The heater was needed so that in the cold weather there were no problems with diesel starting.

Mr. Capel stated that the pipes in the filter plant needed replacing. However, the work could not be done until the filters were received.

Mr. Capel stated that there was grease in the sewers at Washington Square and Kent Plaza. He said that there should be an Ordinance where restaurants have to have grease traps installed and it should be done as soon as possible so that the sewer lines do not become stopped up.

Mayor Bailey stated that she would check the MML for model ordinances, as grease traps were now routine for all new restaurants.

Mr. Capel stated that as of January 1, 2004 he was retiring as the Utilities Manager.

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 7:33 p.m., was seconded by Mr. Bristoll and carried unanimously.

11/17/2003

Utilities Commission Meeting

Page 2 of 2

Submitted by:


Jennifer Stead
Stenographer

Approved by:

Margo G. Bailey
Mayor