

**UTILITIES COMMISSION MEETING
FEBRUARY 19, 2013**

Acting Mayor Mauritz Stetson called the meeting to order at 7:30 p.m. In attendance were Council members James R. Gatto, Linda Kuiper and Mabel Mumford-Pautz, Robert Sipes, Utilities Manager, Jennifer Mulligan, Stenographer, and guests.

Acting Mayor Stetson opened the meeting with the Pledge of Allegiance.

Acting Mayor Stetson introduced the Council, Mr. Sipes and Ms. Mulligan to the audience.

Acting Mayor Stetson asked if there were any additions or corrections to the Utilities Commission meeting minutes of January 22, 2013. **Mrs. Mumford-Pautz moved to approve the minutes as submitted, was seconded by Mr. Gatto and carried unanimously.**

Acting Mayor Stetson stated that cash on hand and in banks was \$947,507.05.

Mrs. Mumford-Pautz moved to pay the bills as submitted, was seconded by Ms. Kuiper and carried unanimously.

Mr. Sipes stated that he passed out paperwork on the projected capital expenditures. He said that the first item had to be bid out now because it is a renewal of a 10-year contract for water tower maintenance. He said that he would like to come in under the figure that was shown as there was now more competition for water tower maintenance.

Mr. Sipes stated that pumping station maintenance was an item under the capital improvement section of this year's budget in the amount of \$13,000.00 and would last approximately 4-years.

Mr. Sipes stated that he anticipated replacing vehicles at one (1) per year. He said that when a good used truck can be purchased, the Town goes that route, especially if it is a State-owned truck.

Mr. Gatto stated that this documentation would be helpful at budget time.

Mr. Sipes stated that he was waiting on approval of the Reduct 610 (the chemical that he wanted to use for the well #9 rehabilitation, based on the recommendation of the groundwater consultant) from MDE. He said that simple chlorination of the well may not get the job done and could have adverse effects. After approval was given, the rehab of well #9 could begin.

Mr. Gatto asked when Mr. Sipes thought major rehab would take place at the water tower. Mr. Sipes stated that he did not anticipate for the standpipe to be in the condition it was 10-years ago, but would know more when the next video sequencing took place.

Mr. Sipes stated that the water tower would be painted as a maintenance issue when needed.

Mr. Ingersoll stated that Resolution 01-2013 Bay Restoration Fee Fund Financial Hardship Exemption Plan was given to the Commission for review. He said that there was a question about renters, but the Chestertown Ordinance was set up indicating that property owners were solely responsible for water and sewer bills. Mr. Ingersoll stated that the Town had to collect this fee for the State and this enabled low-income homeowners to apply for relief from the fee. Mr. Gatto stated that the State should have the information as to who would qualify for the exemption.

Acting Mayor Stetson stated that the Maryland Association of Counties was having a symposium on March 4th on Stormwater Management in Annapolis from 10 a.m. to 3 p.m. Mr. Ingersoll stated that Mr. de Mooy was planning to attend.

Mr. Ingersoll stated that he finished the RFP for the Wastewater Treatment Plant Solar Array with the assistance of Bob Ingersoll of the Town's Green Team for submissions of April 19, 2013. He said that the actual issuance of the RFP would be February 28th with a deadline for request for clarifications on March 28th.

Mr. Ingersoll stated that he and Mr. Sipes were approached by the Wind Program of the State of Maryland, who asked if they could spend a year on the wastewater treatment site testing the appropriateness of wind. He said that they had given the Town's permission to study wind power at that location.

There being no further business, **Mrs. Mumford-Pautz moved to adjourn the meeting at 7:56 p.m., was seconded by Mr. Gatto and carried unanimously.**

Submitted by 
Jennifer Mulligan
Stenographer

Approved by:
Margo G. Bailey
Mayor