

CITY OF DOVER

DOVER UTILITIES COMMISSION – MINUTES

Meeting Type: Regular Meeting
Meeting Location: 271 Mast Road, Dover, NH
Meeting Date: **Monday, January 27, 2025**
Meeting Time: **6:00 pm**

Members Present: Chairman, Brett Carmichael, Mark Moeller, Bill Davis, Vice-Chair Jay Stephens

Members Unexcused Absent: Dennis Munson

Staff Present: Michael Nadeau, Utilities Superintendent; Krystian Kozlowski, Asst. City Engineer; Mike Banester, Working Foreman; Nancy Usbelger, Recording Secretary

1. Call to Order

Meeting was called to order at 6:01 P.M.

2. User's Forum – No Users

3. Approval of Minutes of November 18, 2024

Motion: Moeller made the motion to approve the minutes, Stephens seconded.

Vote: U/a

4. Abatement Requests

A. 47-49 New York Street – Jeffrey A Hatch & Sheila M Hatch

Nadeau informed members that the resident called today, to request attending the next scheduled meeting due to illness.

5. Reports

A. Abatement Review Team Report

The report was reviewed and discussed by staff.

B. Utilities Report

The report was reviewed and discussed by staff.

C. Finance Report

The report was reviewed and discussed by staff.

Motion: Stephens made the motion to approve the reports, Moeller seconded.

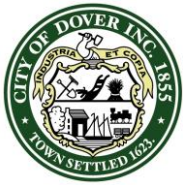
Vote: U/a

6. Old Business

7. New Business

Nadeau introduced Krystian Kozlowski as the new Assistant City Engineer.

Kozlowski thanked everyone and shared with the members his back ground which was civil structural engineering.



CITY OF DOVER

DOVER UTILITIES COMMISSION – MINUTES

Meeting Type: Regular Meeting
Meeting Location: 271 Mast Road, Dover, NH
Meeting Date: **Monday, January 27, 2025**
Meeting Time: **6:00 pm**

Carmichael asked what Kozlowski was most excited about as far as working for the City.

Kozlowski stated he is excited about the variety of projects he will be working on.

Davis asked about some of the current concerning water projects that Kozlowski will be working on.

Kozlowski shared he is working on the Broadway & Oak project as well as the water tank project on Garrison Hill.

Nadeau shared within the next several months, he will have the new rules and regulations for the members to review. The city construction guidelines will also be updated, they are trying to clean up the language. He shared they are trying to revise the verbiage for memo meters, service lines, backflows, time and labor , as well as turn on and offs.

Carmichael asked about language as far as “Eye on Water” to try to get more users involved.

Nadeau stated yes, himself and Water Sewer Billing have been working on promoting that to retain more users.

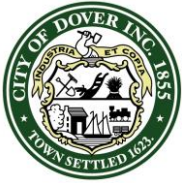
Nadeau shared about the service the city offers is the meter department can go out and determine high-water usage. We are now able to have real time data information so we can contact residents to determine issues before having to send City staff out for an investigation. Issues can get rectified now sooner than later.

Banester shared that we continue to go out to help residents, but the number of times that the City goes out sometimes to the same location can now be determined over the phone. There are more than less times that the resident has an issue that just requires a plumber.

Moeller shared he doesn’t want the city to be wasting their time. The City should go out once and then give them suggestions as to what to do next in order to get it rectified correctly.

Nadeau stated something that is going to be brought to the table and enforced, will be anyone with a memo meter of any type will also need to have a backflow.

8. Areas of Concern



CITY OF DOVER

DOVER UTILITIES COMMISSION – MINUTES

Meeting Type: Regular Meeting
Meeting Location: 271 Mast Road, Dover, NH
Meeting Date: **Monday, January 27, 2025**
Meeting Time: **6:00 pm**

9. Next Meeting Date

March 3, 2025

10. Adjournment

Motion: Moeller made a motion to adjourn at 6:41 P.M., Davis seconded.

Vote: U/a