



CITY OF DOVER

DOVER UTILITIES COMMISSION - MINUTES

Meeting Type: Regular Meeting
Meeting Location: 271 Mast Road, Dover, NH
Meeting Date: **Monday, October 15, 2018**
Meeting Time: **6:00 pm**

Members Present: Chairman Bret Carmichael, Otis Perry, Dennis Munson, Mark Moeller

Members Absent: Vice Chairman Jay Stephens, Norman Allie

Alternate Member Present: Ron Lanton

Staff Present: John Storer, Community Services Director, Dan Lynch, Finance Director,
Jennifer Bretz, Recording Secretary

1. Call to Order

Meeting was called to order at 6:00 p.m.

2. User's Forum - None

3. Approval of Minutes of August 20, 2018

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

Vote: U/a

4. Abatement Requests - None

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: Berry made the motion to approve the reports, Perry seconded.

Vote: U/a

6. New Business

A. Water Sewer Billing Discussion - Dan Lynch, Finance Director

Berry handed out a copy of his utility bills. He stated that he moved into a 55+ development in April 2014. He noticed that his utility bills were coming at 60 days, 82 days, 90 days, 103 etc..... The December 2017-March 2018 bill was much higher than normal. He realized that it was for 106 days as opposed to 90 days. Also, the three toilets that he has leak on the inside the tank so that you cannot hear them leaking. Once he adjusted the toilets, the usage went down considerably. His neighbors have had the same issues with the billing periods. He didn't know if there was something that was going to change to allow property owners on the Galaxy meters to have monthly billing.

Lynch stated that the biggest challenge his office has are the manual steps involved to address the meters that are not getting the reads obtained like the galaxy meters. There is a fair amount of Galaxy meters that have already been installed. The bigger challenge are the amount of old Orion and Trace meters. Most require manual reading functions. When 10% are of the water meters require manual reading, it takes roughly a week to get manual reads and another week to enter the manual reads into the system.

Discussion ensued on the manual meter reading process.



CITY OF DOVER

DOVER UTILITIES COMMISSION - MINUTES

Meeting Type: Regular Meeting
Meeting Location: 271 Mast Road, Dover, NH
Meeting Date: **Monday, October 15, 2018**
Meeting Time: **6:00 pm**

7. Old Business

8. Areas of Concern

9. Next Meeting Date

November 19, 2018

10. Adjourn

Motion: Perry made the motion to adjourn at 6:59 pm, Munson seconded.

Vote: U/a