



Hill Water Works – Commissioners Meeting

Meeting Minutes

*** Approved ***

November 11th, 2025

Regularly Scheduled Meeting – The regularly scheduled Water Commissioner's meeting was held in the Hill Public Library at 6:30 p.m. located at 30 Crescent Street Hill, NH 03243.

Board Members Present Stephen Thomson and Anthony Cartier, Chairman and Charles Estes

Public Attendance – Harold Knott and Paula McDonough

Tony opened the meeting open at 6:30 p.m. Audio Recorder was started.

Approval of Previous Minutes – Copies of the previous minutes were provided. Stephen made a motion to accept the minutes as presented. Charlie seconded. Motion passed unanimously.

Old Business-

- Tony presented the Water Commission with a proposal to purchase a generator. Charlie made a motion to purchase the generator and have it delivered to Harold's garage for him to go over the generator and if possible, convert it from natural gas to propane. Tony seconded the motion. The motion passed unanimously. **Tony to follow up on the purchase. Charlie and Tony traveled to Hollis New Hampshire on Tuesday November 4th. The generator was in very good and was well maintained. The purchased authorized during October's meeting was finalized. Many Thanks to Tony for following through with this incredible find. Tony shall make arrangements for pick up within two weeks. Purchase was made via check as a reimbursable expense.**

New Business –

- Paula McDonough requested the board review payments to her account. Charlie confirmed two payments made via credit card did not get credited properly by Avitar software. Charlie will follow up with iCloud and Avitar on Wednesday.
- The commissioners reviewed outstanding invoices and agreed to payment.
- The billing warrant was reviewed.
- Harold suggested including Peter Fischer in quoting process to set the generator. Barrett Electric will come assess the requirements for wiring and programming of the VFDs. The Commissioners will receive bids and decide a course of action to have the generator installed.
- Charlie will provide a copy of the budget and submission to the municipality for the Annual Report.
- Charlie will, for January's meeting, prepare an updated water works policy for review and approval.

Having no other business – Stephen made a motion to adjourn. Charlie seconded. Motion passed unanimously. Tony closed the meeting at approx. 7:20 p.m.

Respectfully Submitted

Charles Estes

Superintendent / Water Commissioner