

**Town of Stratham
Public Works Commission
Meeting Minutes
December 10, 2009**

Meeting Called to Order: 7:05 PM

Members Present:

John Boisvert, Chair
Michael Perfit
Lissa Hamm

Town Officials/Staff Present: Paul Deschaine, Town Administrator (PD)

1. Meeting Minutes: The meeting Minutes for the 11/12/2009 were not available for review as the Commission Secretary was not able to attend tonight's meeting.

2. New Business: Fire/Water District documents and regulations. For the Town's attorneys to develop the District document the relationship between the Board of Selectmen and the PWC required definition along with the roles and responsibilities of the BOS and the PWC. After a lengthy discussion it was determined that the BOS serve as the overall authority over the District. The PWC would act as the agent/administrator of the District on behalf of the BOS. JB agreed to develop a flow chart that defined these roles and responsibilities as discussed and provide it to the BOS for review. JB agreed to attend the BOS meeting on 12/14/2009. The flow chart is attached.

The members present agreed

3. Old Business: A brief discussion on the schedule for the testing of the Scamman wells took place. Testing could not be done until frozen ground allowed for access to the well site.

MP – Motion to adjourn, 2nd LH - unanimous

Adjourn: 8:40 PM

Respectfully submitted:

John J. Boisvert, Chair