

**Water/Wastewater Commissioners’
Meeting Minutes
January 6, 2015**

Present: Michael Putnam, Chairman
Dale A. White, Vice-Chairman
David Boucher, Director
Evelyn Gendron
Absent: Robert E. Courage Member

Call to Order

Chairman Putnam called the meeting to order at 6:00 p.m.

Decisions

Approval of Meeting Minutes – Chairman Putnam made the motion to table the minutes of the December 23, 2014 meeting. Vice-Chairman White seconded the motion.

Water Users Fee/Tax Collector’s Warrant – The Commissioners signed the Tax Collector’s Warrant for collection of taxes in the matter of water users fees for the December 2014 Bill Commitment 141231 and for the December 2014 Final Bills issued.

Sewer Users Fee/Tax Collector’s Warrant – The Commissioners signed the Tax Collector’s Warrant for collection of taxes in the matter of sewer users fees for the December 2014 Bill Commitment 141231 and for the December 2014 Final Bills issued.

Discussion/Information Items

Pool Fill, Ice Rink Billing Credits (tabled during 12/23/14 meeting) – Director Boucher explained his position on pool fill credits is the same as during the 12/23/15 meeting since a lower rate is already offered to residents based on the assumption that a pool fill, car washing, etc., will occur, and that requests for ice rink billing credits are uncommon. Chairman Putnam and Vice-Chairman White agreed this topic would continue to be tabled for a future meeting when the full Board of Commissioners is present.

West Elm Street Water Main Extension 1/5/15 Rebid Results – Mr. Boucher distributed the January 6, 2015 email received from Mr. Jeff Kevan, T. F. Moran, which documented the January 5, 2015 2:00 p.m. bid opening results as follows:

\$877,100	R. H. White Construction Company
\$792,000	Park Construction

Mr. Kevan had listed in the email the add/deduct unit prices and noted that since Park Construction did not supply support material for staffing, list of equipment, and project experience, he had request that

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information from Mr. Rob Seppala, present during the bid opening. Following discussion, Chairman Putnam and Vice-Chairman White agreed the West Elm Street Water Main warrant article, bond contingency, and project rebid would be discussion topics for the next meeting with Commissioner Courage present. Mr. Boucher will contact Mr. Kevan for updated information received from Mr. Seppala and to request T.F. Moran's recommendation(s) before awarding this project to a contractor. Mr. Boucher will forward West Elm Street Water Main warrant article details to Ms. Tina Philbrick, Executive Assistant to the Milford Board of Selectmen, in anticipation of the January 31, 2015 Deliberative Session.

Milford/Wilton Inter-Municipal Agreement – Director Boucher and the commissioners discussed the December 11, 2014 draft minutes of the Wilton Sewer Commission, as well as the December 26, 2014 Monadnock Ledger and January 1, 2015 Milford Cabinet articles regarding statements made by Mr. Tom Schultz, who currently serves on both the Wilton Water and Sewer Board of Commissioners. The Wilton Sewer Commission's December 11, 2014 draft minutes indicate the final execution of the Inter-Municipal agreement is held up due to "reference to the Water Commission". Director Boucher said he would strike that one sentence from the Inter-Municipal Agreement and forward the updated draft to the state Attorney General's office and the US EPA for review, and send copies to Attorney Drescher as well as the Wilton Sewer Commissioners.

Dram Cup Water Storage Tank Rehab Project - Update – Mr. Boucher apprised the commissioners as to progress made at this water storage tank and answered the commissioners' questions. He will upload photographs onto the Water Utilities Department's website.

Comprehensive Wastewater Facilities Plan, Final Design Phase Engineering Contract – Director Boucher said he received and reviewed two updated draft contracts containing the requisite three changes incorporated by Underwood Engineers.

Activities Report – Reviewed by the commissioners; Mr. Boucher addressed inquiries.

Miscellaneous Water Utilities Department Project Updates – Director Boucher said representatives from Eaton Corporation will be on-site to perform switchgear updates, which will require temporary power interruptions.

Entrance Fee Correspondence – 17 Federal Hill Road – Reviewed for informational purposes; no action required by the Board of Commissioners.

Future Appointments/Meetings:

The next Commissioners’ meeting will be Tuesday, January 20, 2015 at the Water Utilities Department, 564 Nashua Street.

Adjournment:

Chairman Putnam moved to adjourn at 7:13 p.m. Vice-Chairman White seconded the motion.

Michael E. Putnam, Chairman

Date

Dale A. White, Vice-Chairman

Date