

**Water/Wastewater Commissioners’
Meeting Minutes
January 28, 2008**

Present: Peter Leishman, Vice-Chair
Walter Murray
Larry Anderson
Evelyn Gendron
Absent: Robert Courage, Chair

Call to Order:

Vice-Chairman Leishman called the meeting to order at 6:00 p.m.

Press and Public Comments:

There were no members of the press present, nor public comments received this evening.

Appointments:

There were no appointments scheduled this evening.

Decisions:

Approval of Final Minutes – There were no motions this evening.

Discussions:

Nashua/Milford Water Supply and Indemnity Agreement - Mr. Anderson informed the commissioners that Town Administrator Scaife has received correspondence from Attorney Gould, and inquired whether the commissioners would endorse and authorize signatures for the Nashua/Milford Water Supply and Indemnity Agreement. Commissioner Murray made the motion to table this item until the next meeting, when the full Board of Commissioners would be present. Vice-Chairman Leishman seconded the motion. All voted in favor.

2007 / 2008 Water Utilities Dept. Superintendent Goals - Mr. Anderson presented the commissioners with copies of his 4th Quarter objectives status, and his projected objectives for 2008. Vice-Chairman Leishman stated his appreciation for the efforts and the performance of Superintendent Anderson and of the Water Utilities staff.

Good Neighbor Award – Superintendent Anderson apprised the commissioners that a plaque had been received from PSNH for operating the generator at the WWTF, for saving energy.

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WWTF Step-screener - Mr. Anderson informed the commissioners the step-screener is in the channel and is fully operational as of today. Representatives from Lakeside Equipment Corporation would be returning on January 29th to provide additional training.

Purchase of Handheld Water Meters – Superintendent Anderson asked the commissioners whether they would approve an expenditure of approximately \$8,000.00 from the budget for the purchase of 40 each hand-held water meters and meter interface units. Commissioner Murray made the motion to approve the expenditure of approximately \$8,000.00 for water meter equipment as requested by Superintendent Anderson. Vice-Chairman Leishman seconded the motion. All voted in favor.

Office Renovations – Update – Superintendent Anderson said the relocation of the Water Utilities billing clerk’s office equipment would be relocated on February 19. The carpeting has been installed in the new offices. The Milford Post Office is now delivering mail addressed to the WWTF at the facility’s physical location, 564 Nashua Street, in addition to Town Hall. Jack Sheehy, the Finance Director, has been investigating the options associated with utilizing a lockbox system for receiving water/sewer payments, he said.

Future Appointments/Meetings:

The next meeting of the Water and Wastewater Commissioners will be held at 6:00 p.m. on Monday, February 11, 2008, at 289 South Street, in the Public Works Conference Room.

The Town Deliberative Session will be held at 9:00 a.m. on Saturday, February 2, 2008 at the Milford High School Cafetorium on West Street.

Adjournment:

There being no other business before the commissioners, a motion to adjourn was made by Commissioner Murray at 6:30 p.m. Vice-Chairman Leishman seconded the motion. All voted in favor.

Respectfully submitted,

Evelyn B. Gendron

_____	_____
Robert Courage – Chairman	Date
_____	_____
Peter Leishman – Vice Chairman	Date
_____	_____
Walter Murray – Commissioner	Date

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