

**Water/Wastewater Commissioners’
Meeting Minutes
February 2, 2010**

Present: Walter Murray, Chairman
Robert Courage, Vice-Chairman
Michael Putnam, Member
David Boucher
Evelyn Gendron

Call to Order:

Chairman Murray called the meeting to order at 6:00 p.m. and welcomed the members of the Economic Development Advisory Council Subcommittee.

Appointments:

John McCormack introduced the members of the Economic Development Advisory Council Subcommittee present this evening to discuss this committee’s efforts to stimulate and help promote economic development in Milford, a good place to live, as well as exchange information. As improvements to the town’s website are being planned, the committee is meeting with various departments toward the goal of seeing informative details unique to guiding the growth of Milford becoming available to current and prospective residents and businesses, especially during these financially difficult times. Points made by Mr. McCormack, Mr. Parker and Mr. White reflected the advantages to our community for having the Water and Sewer Departments, and discussion followed regarding the current and future capacities of the treatment plant and improvements to infrastructure. Chairman Murray and Vice-Chairman Courage explained that the review and defensibility of ordinances by the town attorney influenced the progression from impact fees to the adoption of entrance fees, how certain projects over the years had been funded by the whole town while others had been funded by the water/sewer users, the establishment of the water and sewer capital reserve funds, and how the entrance fees are part of the regular budget stream, which differs from voters approving fund movements during town meetings. Assistant Superintendent Boucher explained that with respect to future development, the treatment facility must be able to treat what it receives, and currently the capacity is 2.15 MGD and Milford is at 71% of that capacity level. He distributed Water Utility brochures to the EDAC members while discussing the calculation of entrance fees; some calculations are prepared by Town Hall departments and some by the Water Utilities Department, and that water usage charts developed for industries by the NH DES are reviewed as needed, such as when the establishment of a new a restaurant chain in Milford is under consideration, and that the intent is for fees to be based upon actual usage/history. Mr. Parker said the Water Utilities Department used to be a part of the town’s Capital Improvement Planning process but is not currently included. Vice-Chairman Courage explained the philosophy of developers being responsible for building/financing infrastructure growth for industries and the commitment of definitive roads and water and sewer lines rather than the extension of existing municipal

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infrastructure in uncommitted anticipation of future development. Mr. Boucher explained that the point of treatment plant expansion would be at 85% flow capacity. Mr. Courage reiterated that the future development of a well site on North River Road merits funding by the whole town versus the water users. Mr. McCormack inquired about the intent of the hydrant rental fees and the reflection upon the budget allocation rationale. Upon further discussion of revenue vs. expenses, Vice-Chairman Courage added that fees are paid from the Water Utilities budget to support the services provided by Town Hall departments. Commissioner Putnam explained the ratio of employees within the Water Utilities Department compared to Town Hall departments. Mr. McCormack thanked the commissioners for the EDAC committee's opportunity to obtain the wide variety of background information and to exchange information, expressing that several "soft" issues need to be further developed with more information from several sources and that the committee will be in contact.

Decisions:

Approval of Final Minutes – Vice-Chairman Courage made the motion to approve the minutes of the meeting held on January 19 as amended and presented. Chairman Murray seconded the motion. All voted in favor.

Water Users Fee/Tax Collector's Warrant – The Commissioners signed this document as presented for the January 2010 Bill Commitment 100129 and for the January 2010 Final Bills issued.

Sewer Users Fee/Tax Collector's Warrant – The Commissioners signed this document as presented for the January 2010 Bill Commitment 100129 and for the January 2010 Final Bills issued.

Request for Water and Sewer Abatement– 491 Nashua Street. – Upon discussion of the situation and calculations, Commissioner Putnam made the motion to approve a credit in the amount of \$353.38 for water used to keep the pipes from freezing, due to location of town pipes, spanning six years. Chairman Murray seconded the motion. All voted in favor.

Discussions:

Curtis Well Renovations. – Mr. Boucher presented the letter received from Stantec Consulting.

Pennichuck Water Tight Program. – Mr. Boucher said he was informed that information will be forwarded to him and he will present the information at a future meeting.

Planned Expansion at Alene Candles, Scarborough Lane. – Mr. Boucher told the commissioners of his conversation with Sarah Marchant in the Community Development Department regarding the low water pressure in the vicinity of Scarborough Lane. It was decided that the Water Foreman would investigate what the situation is and determine the

elevation involved. A booster pump and/or back-up stand-by power may be needed and could serve the whole area. The Board is interested in continuing discussions.

Majority Reports – Commissioner Putnam said the information was well presented.

Letter from the Director of Social Services Regarding Welfare Clients’ Past Due Water Bills – The letter received from Mrs. Bolduc will be reviewed by the commissioners. This matter will be discussed at the next meeting.

Activity Reports – Reviewed by the commissioners without comment.

Financial Reports – Reviewed by the commissioners without comment.

Future Appointments/Meetings:

The next meeting of the Water and Wastewater Commissioners will be held at 6:00 p.m. on Tuesday, February 16, 2010 at the Water Utilities Department, 564 Nashua Street.

Adjournment:

There being no other business before the commissioners this afternoon, a motion to adjourn was made by Chairman Murray at 8:40 p.m. Vice-Chairman Courage seconded the motion.

Respectfully submitted,

Evelyn B. Gendron

Walter E. Murray – Chairman

Date

Robert E. Courage – Vice-Chairman

Date

Michael E. Putnam – Commissioner

Date