

**Water/Wastewater Commissioners’
Meeting Minutes
February 11, 2008**

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

Call to Order:

Chairman Courage 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 – Commissioner Murray made the motion to approve the minutes, as presented, for the meetings held on January 7, 2008, January 21, 2008, and January 28, 2008. Chairman Courage seconded the motion. All voted in favor.

Water Users Fee/Tax Collector’s Warrant – Commissioner Murray made the motion to approve this document as presented, amounting in all to the sum of \$84,846.00 for the January 2008 Commitment 080131, and \$610.70 for the January 2008 Final Bills Issued, thereby directing Kathy Doherty, Collector of Taxes for the Town of Milford, to collect the taxes in the matter of water users fees and to pay the same, when collected, to the Treasurer for the Town of Milford. Chairman Courage seconded the motion. All voted in favor.

Sewer Users Fee/Tax Collector's Warrant – Commissioner Murray made the motion to approve this document as presented, amounting in all to the sum of \$131,031.04 for the January 2008 Bill Commitment 080131, and \$439.11 for the January 2008 Final Bills Issued, thereby directing Kathy Doherty, Collector of Taxes for the Town of Milford, to collect the taxes in the matter of sewer users fees and to pay the same, when collected, to the Treasurer for the Town of Milford. Chairman Courage seconded the motion. All voted in favor.

Discussions:

Nashua/Milford Water Supply and Indemnity Agreement - Mr. Anderson presented the commissioners with the Nashua/Milford Water Supply and Indemnity Agreement for their signature, as they have the authority to sign this particular document and this matter is something the board is in favor of. Mr. Anderson commented that in two places the words “Board of Selectmen” appears, and that Attorney Gould informed him it would be better to sign the document as it is and an amendment be completed at a later date. Chairman Courage made the motion to sign the Nashua/Milford Water Supply and Indemnity Agreement previously signed by the Aldermen of Nashua. Commissioner Murray seconded the motion. All voted in favor. Ms. Gendron will type the commissioner's names onto the agreement and forward it to Attorney Gould.

Sewer Repair – Knights of Columbus – Stating that the reimbursement request received from the Knights of Columbus regarding the sewer blockage experienced on December 15, 2007 had been previously discussed, Superintendent Anderson presented the commissioners with a memo recommending reimbursement of 1/3 of the cost, or \$1,216.00. Upon discussion, Commissioner Murray made the motion to reimburse \$1,216.00 to the Knights of Columbus. Chairman Courage seconded the motion and put his signature on the approval line of the memo prepared by Superintendent Anderson. All voted in favor.

Sewer Blockage – 20 Park Street – Mr. Anderson presented the commissioners with a memo recommending a full reimbursement of \$290.00 invoiced by Drain-Pro, Inc., to the 20 Park Street resident for expenses incurred relative to the sewer blockage that occurred on December 10, 2007. He explained that upon measuring the distance, he found the blockage to have occurred, in fact, in the town's right-of-way. Commissioner Murray made the motion to reimburse the resident \$290.00. Chairman Courage seconded the motion and put his signature on the approval line of the memo prepared by Superintendent Anderson. All voted in favor.

Meter Replacement Program – Superintendent Anderson said that within the Capital Improvement Plan, \$120,000.00 had been earmarked for replacing water meters over a three year period. During the previous BOC meeting, the commissioners approved the purchase of 40 meters. During March, Mr. Anderson will seek approval to obtain more meters. Chairman Courage said it is important to continue this program during 2008.

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Water/Wastewater Mutual Aid Program – Superintendent Anderson stated he had learned of this program through SEA Consultants. He distributed a sample agreement and a fact sheet prepared by the NH DES regarding frequently asked questions on Water and Wastewater Mutual Aid and Assistance. He explained that since all NH water and sewer departments belong, in the event of a flood, assistance could be offered by wastewater treatment facilities not affected by flooding. There is no obligation and the cost to join is \$25.00 per year. Program member facilities typically share a list of employees, their certification levels, an inventory of pipes and materials.

Superintendent Anderson said lending facilities would be responsible for insuring materials loaned. He will contact Dawn Griska to explore the liability factor and discuss this topic further during the next meeting. Chairman Courage recalled the Public Works Department used to participate in such a program.

Draft Sewer Ordinance – Screening Levels Update – Superintendent Anderson stated the new screening levels are in, and that Dave Boucher, the Lab Supervisor, had contacted the permitted significant industrial users. The ordinances are up for review/comment and then will be forwarded to the Department of Environmental Services.

Water Exploration – Meeting with NH DES – Superintendent Anderson said he would like to draft an agenda or an itinerary. This will be discussed at the next meeting with the full board of commissioners.

Sewer Rehabilitation Project – Update – Superintendent Anderson stated he would contact Park Construction.

Information Items, Items on Hold, Awaiting Information:

Odor Control Study – on hold; Superintendent Anderson stated he is expecting to receive a report the end of March.

Milford/Wilton Draft Agreement – On hold; nothing new to report. This topic will be removed from the agenda until there are new developments.

Information Items Requiring No Decisions:

2007 Final Cash Balances – Superintendent Anderson presented the commissioners with the water and sewer allocation of funds through 12/31/07, stating the January installment to deposit funds into the Water capital Reserve Account was processed.

Milford/Wilton Interconnection Study – Superintendent Anderson distributed a Summary of Alignment Alternatives, listing key advantages, disadvantages, and costs. He commented that Alternative “A” is the least expensive option and that it would be best to stay with using Route 101A.

Office Area Renovations – Update – Mr. Anderson distributed a handout explaining the renovation expenses and associated incidental purchases.

Influent Screener – Update – Superintendent Anderson said he would give a slide presentation on this topic at the next meeting.

Reports of Boards, Commissions & Special Committees:

Superintendent Anderson said there were no additional reports this evening.

Future Appointments/Meetings:

The next meeting of the Water and Wastewater Commissioners will be held at 6:00 p.m. on Monday, March 3, 2008, at 564 Nashua Street, in the Water Utilities Conference Room.

The Town Vote proceedings will occur on Tuesday, March 11, 2008 at the Milford Middle School on Osgood Road.

Adjournment:

There being no other business before the commissioners, a motion to adjourn was made by Chairman Courage at 7:00 p.m. Commissioner Murray 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