

**Water/Wastewater Commissioners’  
Meeting Minutes  
March 16, 2010**

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

**Call to Order:**

Vice-Chairman Courage called the meeting to order at 6:00 p.m. and welcomed Mr. Dale White as a new member of the Board of Commissioners. He invited Mr. White to consider fulfilling either the position of Chairman or Vice-Chairman.

**Decisions:**

Election of Officers – Citing the many years of Mr. Courage’s leadership and experience with Town of Milford matters, Mr. Putnam made the motion to nominate Mr. Courage as Chairman of the Board of Commissioners. Mr. White seconded the motion and Mr. Courage accepted the nomination. All voted in favor.

Mr. Courage made the motion to nominate Mr. Putnam as the Vice-Chairman of the Board of Commissioners. Mr. White seconded the motion and Mr. Putnam accepted the nomination. All voted in favor.

Approval of Final Minutes – Chairman Courage made the motion to table approval of the minutes of the meeting held on March 2<sup>nd</sup> until the next meeting. Vice-Chairman Putnam seconded the motion. All voted in favor.

Conceptual Mapping of the Proposed Trombly Well Site – Superintendent Boucher circulated two maps for review of the Proposed Trombly Well Site. Chairman Courage briefly summarized progress made on this project. The parking lot dimensions and location of the proposed pump house are yet to be verified. Mr. Boucher will discuss updating the maps with Mr. Gary Smith, Wright-Pierce, and present new maps to the commissioners.

North Street Water Service Letter – Mr. Boucher informed the commissioners that Attorney Drescher had sent the letters. No action required by the Board.

Main Pump Station – Pump Upgrade – Mr. Boucher informed the commissioners that the originally budgeted cost quoted by Industrial Package was \$25,000 and with the new design including a submersible pump will cost \$36,000. Following discussion of efficiency and operational costs, Mr. Boucher will investigate the length of warrantee for the parts and obtain a price quote for a new pump versus rebuilding the old pump and report back to the commissioners.

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## **Discussions:**

Fire Response Protocol – Mr. Boucher distributed the memos drafted regarding fire fighter response procedure and the level of coverage necessary within the Water Utilities Department by employees who also serve as fire fighters. Mr. Boucher cited the recent absences. Upon discussion, it was suggested that Mr. Boucher request to be placed on the distribution list of text messages when the Fire Department tones the fire fighters. Vice-Chairman Putnam made the motion to authorize Mr. Boucher to present the memo to the Water Utilities Department employees who currently serve as Milford fire fighters. Commissioner White seconded the motion. All voted in favor.

Wellhead Protection Program – Mr. Boucher explained the radius of protected land at Curtis Well and that manure had recently been spread upon the farmland, and that the wellhead protection ordinance language may have been misinterpreted/misunderstood/forgotten (radius vs. circumference). Mr. Boucher will speak with Sarah Marchant and Pierce Rigrod regarding the benefit of additional deed restriction language being inserted to the ordinance.

Curtis Well Renovations Update – Mr. Boucher presented the letter he received today from Mr. LaBranche of Stantec Consulting recommending termination of the contract with Englewood Construction as the project was not entirely completed and has since gone out of business with some subcontractors not having been paid. Upon discussion, Vice-Chairman Putnam made the motion to terminate the contract entered into with Englewood Construction for the purpose of the Curtis Well Renovations Project due to the project not having reached completion and the unpaid. Chairman Courage seconded the motion with Mr. White abstaining due to not having previous experience or knowledge with this matter. It is believed that the bonding company will cover the legal expenses incurred, and Mr. Boucher will check on this.

Septage Receiving Project Update – Mr. Boucher said that he has signed off on paperwork prepared by Stantec Consulting regarding the planned re-bidding for this project. Mr. LaBranche is researching potential companies.

Collection System Garage Heat Cost – Mr. Boucher distributed the spreadsheet depicting the costs, and indicated the spreadsheet will be updated monthly.

Kokko Well – Mr. Boucher explained the NH DES is reviewing mercury test/analysis results to determine whether additional action is necessary on the Town's part. Vice-Chairman Putnam offered to notify the Board of Selectmen that two wells are planned for decommissioning, the Kokko Well and the Keyes Well since they have not been used for a number of years.

Valve Maintenance Program – Superintendent Boucher will ask the Water Department personnel to re-stabilize the rip rap at the Curtis Well.

Entrance/Connection Fees – Mr. White was told of the history of connection/permit fees associated with new residences and businesses. Upon discussion, Vice-Chairman Putnam made the motion to eliminate the connection fee from new applications for connection to town water, effective March 16, 2010, in order to streamline new applications and make the process easier for new customers, and that the entrance fee will continue to be payable at the time of permit application. Chairman Courage seconded the motion. Mr. White abstained due to his lack of history with this matter.

**Information Items:**

Activity Reports – Reviewed by the commissioners.

**Future Appointments/Meetings:**

The next meeting of the Water and Wastewater Commissioners will be a work session held at 2:00 p.m. on Friday, March 19, 2010 at the Water Utilities Department, 564 Nashua Street.

**Adjournment:**

A motion to adjourn was made by Vice-Chairman Putnam at 8:20 p.m. Commissioner White seconded the motion.

Respectfully submitted,

Evelyn B. Gendron

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Robert E. Courage – Chairman

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Date

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Michael E. Putnam, Vice-Chairman

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Date

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Dale A. White, Commissioner

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Date