

**Water/Wastewater Commissioners’
Meeting Minutes
March 19, 2013**

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

Call to Order:

Chairman Courage called the meeting to order at 6:09 p.m.

Appointments:

Due to the inclement weather, the two appointments scheduled this evening will be rescheduled during April.

Decisions:

Approval of Meeting Minutes – Chairman Courage made the motion to approve the minutes of the March 5, 2013 meeting as amended. Vice-Chairman White seconded the motion. Motion carried.

Discussion/Information Items:

Chairman Courage, Superintendent Boucher and Mrs. Gendron congratulated Mr. White for having been re-elected to serve on the Board of Commissioners. Election of the new slate of officers will be an agenda item when the full Board meets again; meanwhile, the current officers will continue to serve in their capacities.

Proposed NPC Well Site – Prior to the next commissioners’ meeting, Superintendent Boucher will contact Mr. Phil Hart, USGS, to determine whether grant funding would be available should this project come to fruition.

322 Nashua Street, #9 – Sewer Abatement – Billing Issue – Superintendent Boucher distributed a spreadsheet and explained the sewer usage software billing error dating back to 2010 that warrants a refund amounting to \$496.66. This customer had regularly paid as billed, for residential and commercial sewer use when it should have been just for residential use. Upon discussion, Vice-Chairman White made the motion to approve a refund to this 322 Nashua Street, #9, customer account in the amount of \$496.66. Chairman Courage seconded the motion. Motion carried.

Curtis Well Electrical & Instrumentation Improvements Project Update – Superintendent Boucher said he is waiting for G. A. LaFlamme to schedule the on-site work. Quotes for three flow meters and a mixer valve will be placed this week. Pump and drive amperage differences are being questioned, as the

pump cannot be operated “full bore” and perhaps the new drive should be upgraded to a 70 amp rating to handle the 70 amp pump. Mr. Boucher said he is trying to determine why the drive was under-rated in the first place. Mr. Courage asked if the volume of water being pumped from the different wells would make a difference. Mr. Boucher said yes, and the amperage fluctuates as water volume in the system changes. Mr. Chris Berg, Wright-Pierce, will advise the costs.

Switchgear Bid & Project Update – Superintendent Boucher said representatives from Electrical Installations were on-site Thursday to inspect equipment received. Representatives from Wilson Technologies were on-site Thursday as well. When the existing switchgear is completely shut down the few wires at the front of the unit can be removed. Vice-Chairman White asked when this project will officially begin. Mr. Boucher said it is unknown at this time. Mr. White asked if the start dates for the Curtis Well and the Switchgear projects could be determined by April 16th.

Activities Report – Reviewed by the Commissioners.

Miscellaneous Water Utilities Department Project Updates – Mr. Boucher said Mr. Berg is reviewing alternative roofing materials for the Dram Cup Tank roof, as fiberglass and aluminum should be less expensive than concrete and allow ventilation. Fiberglass roofs require periodic ultra-violet coating. Vice-Chairman White said he would appreciate a detailed report including itemized costs, anticipated maintenance needs, longevity, comments on snow loads & wind shear, and removal of the existing roof cost. Mr. Boucher said that M2 Water Service leak detection representatives would be meeting with Mr. Jim Young, Water Foreman, on Wednesday, March 27th. Mr. Boucher will meet with Teton Environmental representatives tomorrow during an industrial pretreatment inspection and will discuss the Wilton/Milford Inter-municipal Agreement. A presentation will be given on March 22nd regarding Water Utilities’ homeland security issues. Vice-Chairman White inquired about the seasonal compost distribution practices at the Water Utilities facility.

NON-PUBLIC SESSION, RSA 91-A:3,II(a) Personnel - At 6:45 p.m., Chairman Courage made the motion to go into non-public session for approval of the March 5, 2013 non-public session meeting minutes. Vice-Chairman White seconded the motion. At 6:57 p.m. the non-public session ended. Chairman Courage announced during the non-public session the 2013 Superintendent goals were established, and that project goals may be added and/or modified as the year progresses.

Future Appointments/Meetings:

The next Water and Wastewater Commissioners' meeting will be held at 2:00 p.m. on Tuesday, April 2, 2013 at the Water Utilities Department, 564 Nashua Street.

Adjournment:

Vice-Chairman White made the motion to adjourn the meeting at 7:00 p.m. Chairman Courage seconded the motion.

Robert E. Courage, Chairman

Date

Dale A. White, Vice-Chairman

Date