

Water/Wastewater Commissioners'
Meeting Minutes
April 10, 2012

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

Call to Order:

Chairman Courage called the meeting to order at 6:00 p.m.

Appointments:

Chairman Courage welcomed Mr. Erol Duymazlar of Ducal Development, located in Nashua, NH. Mr. Duymazlar explained he would be meeting with the Milford Planning Board on April 17 regarding plans to construct a subdivision of 20 – 24 single and duplex living units intended for one or two individuals per unit aged 55+ situated near the intersection of Mont Vernon Street and North River Road. He would appreciate information regarding the distance necessary to extend the sewer on Mont Vernon Street. This would be preferable for the new construction versus installing septic tanks. Mr. Duymazlar asked whether it would be necessary to extend the sewer to the furthest end of the purchased property in order to facilitate future sewer connections along North River Road, or would plans to extend the sewer approximately 800 feet from Sunset Circle to connect this subdivision be sufficient, with notification to existing neighbors inviting them to tie in, and the cost to participate in, the proposed sewer line extension. Mr. Duymazlar recognizes that the corner of the land nearest Rt. 13 and North River Road would require grading to avoid standing water in the spring. Reviewing the maps, the commissioners and Mr. Duymazlar noted the location of the state's drain line, and previous preliminary plans for design of a gravity sewer line. Vice-Chairman White said it is important to be consistent in requiring property owners to extend sewer lines to the furthest lot boundary. Mr. Duymazlar said it was his opinion that beyond this property the line gets too high for future tie-ins to a gravity sewer line. Commissioner Putnam said that in the past, owners of properties had been required to extend the sewer line to the furthest point of their properties where the land promised a higher level of future development. Mr. Duymazlar said it was his hope to obtain the commissioners' position on his plans to extend the sewer to accommodate construction plans, as he would like to submit information for the next Planning Board agenda. Mr. Duymazlar was given a schedule of per-unit water and sewer entrance fees and was told payment would be due when the certificate of occupancy is issued. Commissioner Putnam asked about the possibility of sewer tie-ins of abutting properties. Chairman Courage explained to Mr. Duymazlar that there would be no reimbursement of sewer line extension costs should others tie into the sewer line in the future, after town acceptance. Others could cost-share to tie in up-front during the construction phase of the project. Mr. Duymazlar acknowledged understanding there would be no reimbursement expected at a later date. Commissioner Putnam asked what Mr. Duymazlar's plan would be if he were denied approval for the 55+ multi-unit housing. Mr. Duymazlar said he would drop back to planning to

build three houses. Chairman Courage said there is a 12" existing water main that is available to serve the site; Mr. Duymazlar said the hydrants and fire protection details are yet to be determined by the engineers. These will be reviewed by the commissioners in the future. Ducal Development will be responsible for all costs of construction, road repairs and on-site inspection services associated with the sewer extension.

Commissioner Putnam made the motion to allow Mr. Duymazlar's plans to extend the sewer to Manhole Station 2+80, to be located and not beyond 300 feet of the closest manhole. Vice-Chairman White seconded them motion. All voted in favor. Chairman Courage asked Mr. Duymazlar to let Superintendent Boucher know when the preliminary design approvals have been received so that the abutters may be notified of tie-in opportunities. Mr. Duymazlar said he would appreciate a copy of the approved minutes of this meeting. The commissioners agreed to Mr. Duymazlar's request.

Decisions:

Approval of Final Minutes – Commissioner Putnam made the motion to approve the minutes of the meeting held March 27, 2012. Chairman Courage seconded the motion. All voted in favor. The March 29, 2012 public hearing minutes will be approved at the next meeting.

Water Users Fee/Tax Collector's Warrant – The Commissioners signed this document as presented for the March 2012 Bill Commitment and for the March 2012 Final Bills issued.

Sewer Users Fee/Tax Collector's Warrant – The Commissioners signed this document as presented for the March 2012 Bill Commitment and for the March 2012 Final Bills issued.

Water Abatement – 1 Nashua Street. Commissioner Putnam made the motion to approve the abatement of the backflow test charge in the amount of \$25.00 as presented for approval. Vice-Chairman White seconded the motion. All voted in favor.

Water Department Rules and Regulations – Amendment to Rules and Regulations. Upon discussion, with Mrs. Jessica Hardwick, Billing Clerk answer questions, Commissioner Putnam made the motion to approve the language as presented, attached to the approved minutes as a permanent record, referencing meter sizes as appearing on pages 7 and 8, meters greater than one inch, and noting that customers must complete a water entrance application and pay all applicable charges. Chairman Courage seconded the motion. All voted in favor. (Please note: two pages follow, bearing the signatures of the commissioners.)

MEMORANDUM

*Attach to
permanent minutes.*

April 10, 2012

To: Water & Sewer Commissioners

From: Jessica Hardwick, Utility Billing Clerk

Re: Water Department Rules and Regulations



Amendment to Rules and Regulations

Existing wording on page 7:

Article 5. Water Meters

(2) Meter size shall be determined by the Utility after review of the information submitted on the Entrance Permit Application (Appendix C). The Utility will furnish, install and maintain all meters up to 1-inch. The developer or customer shall be responsible for all costs for meters larger than 1-inch.

Proposed wording:

(2) Meter size shall be determined by the Utility after review of the information submitted on the Entrance Permit Application (Appendix C). The Utility will furnish, install and maintain all meters. The developer or customer shall be responsible for all plumbing costs associated with meter installs. The initial cost of all meters greater than one inch will be the responsibility of the developer or customer.

Existing wording page 8:

(5) All meters greater than 1-inch shall be installed in accordance with Utility Standards and Specifications.

Proposed wording:

(5) Plumbing for all meters shall be installed in accordance with Utility Standards and Specifications

Existing wording:

(7) Meters up to 1-inch in size that should fail due to normal use will be repaired or replaced by the Utility. All other causes of meter failure, such as freezing or physical damage, will be the responsibility of the customer.

Proposed wording:

(7) All meters that should fail due to normal use shall be repaired or replaced by the Utility. All other causes of meter failure, such as freezing or physical damage, will be the responsibility of the customer.

Existing wording:

(8) Any additional or auxiliary meters (up to 1-inch) requested by the customer will be furnished, installed and maintained by the Utility. Any meter larger than 1-inch shall be approved by the Utility and purchased, installed and maintained at owners' expense.

Proposed wording:

(8) ***Any additional or auxiliary meters requested by the customer will be furnished, installed and maintained by the Utility. The initial cost of all meters greater than one inch will be the responsibility of the developer or customer.***

Existing wording:

(12) Second Meters: Second meters are permissible for the purpose of metering irrigation water that will not be discharged to the municipal sewer system in accordance with the following provisions:

- A. Customers must complete a "Water Entrance Application" and pay all applicable charges.

Proposed new wording:

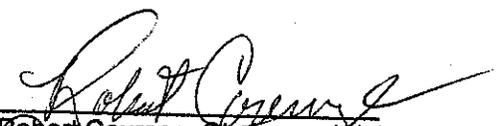
(12) **Second Meters: Second meters are permissible for the purpose of metering outside water that will not be discharged to the municipal sewer system in accordance with the following provisions:**

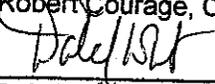
- A. **Customers must complete a "Secondary Meter Request Form" (Appendix C) and pay all applicable charges.**

Recommended: X
Yes

No


David Boucher, Superintendent

Approved: 
Robert Courage, Chairman, Water & Sewer Commissioner

Approved: 
Dale White, Vice Chairman, Commissioner

Approved: 
Mike Putnam, Commissioner

Discussion/Information Items:

Sewer Rate Increase Notices – the commissioners reviewed the intended message to appear on future invoices.

Activity Report – Reviewed by the commissioners. Mr. Jim Young, Water Foreman answered the commissioners questions, including regarding Mr. Heighton’s April 9, 2012 email re: Curtis Well field’s protective 400’ radius was reviewed by the commissioners. Options regarding nitrate levels will be discussed with Mr. Boucher, Water Utilities Superintendent, and perhaps the land users may like to attend a future meeting.

Future Appointments/Meetings:

The next Water and Wastewater Commissioners’ meeting will be held at 6:00 p.m. on Tuesday, April 24, 2012 at the Water Utilities Department, 564 Nashua Street.

Adjournment:

Commissioner Putnam made the motion to adjourn the meeting at 7:12 p.m. Chairman Courage seconded the motion. All voted in favor.



Robert E. Courage, Chairman

5/22/12

Date



Dale A. White, Vice-Chairman

5/22/12

Date



Michael E. Putnam, Commissioner

5/22/12

Date