

**Water/Wastewater Commissioners’  
Meeting Minutes  
April 14, 2008**

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

**Call to Order:**

Vice-Chairman Courage called the meeting to order at 6:05 p.m.

**Press and Public Comments:**

There were no members of the press present, nor public comments received this evening.

**Decisions:**

Approval of Final Minutes – Commissioner Leishman made the motion to approve the minutes for the meeting held on March 24, 2008 as presented. Vice-Chairman Courage seconded the motion. All voted in favor.

Water Users Fee/Tax Collector’s Warrant – Vice-Chairman Courage made the motion to approve this document as presented, amounting in all to the sum of \$45,630.81 for the March 2008 Commitment 080331, and \$912.78 for the March 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. Commissioner Leishman seconded the motion. All voted in favor.

Sewer Users Fee/Tax Collector’s Warrant – Vice-Chairman Courage made the motion to approve this document as presented, amounting in all to the sum of \$44,459.18 for the March 2008 Bill Commitment 080331, and \$919.77 for the March 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. Commissioner Leishman seconded the motion. All voted in favor.

Sewer Connection Waiver - 122 Elm Street – Vice-Chairman Courage made the motion to approve the written request received from Mrs. Langdell for an extension to connect to the municipal sewer system based upon her statement that the conditions of the previous waiver have not changed. Commissioner Leishman seconded the motion. All voted in favor.

Final Close-out Documents – Elm Street Water Main & Wastewater Outfall – Chairman Murray signed three copies of the Certificates of Final Completion of Work documents for the Elm Street Water Main Improvements and the Wastewater Outfall projects prepared by Cole Melendy of Stantec Consulting on behalf of Park Construction Corporation. Ms. Gendron will forward the executed documents to Mr. Melendy.

Abatement Requests (4) – Superintendent Anderson presented additional information obtained regarding the water meter reading complaint at 309 Nashua Street, previously discussed among the commissioners during the March 3, 2008 meeting. At that meeting, with Mr. Bremer present, all parties agreed to table the matter until the water at 309 Nashua Street had been turned on for a 30-day trial period and updated meter results could be reviewed. As a result of weekly meter readings having been conducted between March 5 through April 9, 2008, indicating the average use during this time was 8.6 cubic feet per day, Mr. Anderson's conclusion is that there was water use during the quarter in question, and is confident that the water system, up to and including the owner's water meter, was functioning properly. He noted the water usage between October 2007 and December 2007 equaled 21,660 cubic feet, and the water usage between March 5 and April 9, 2008 equaled 300 cubic feet.

Mr. Anderson highlighted portions of the Milford Water Use Ordinance, specifically page 5, Article 4, paragraph (a) "Maintenance of Plumbing" and page 6, Article 7, "Use of Water", paragraph (a) "Waste and Leaks" in support of his position that the Town of Milford is not responsible for the water used at 309 Nashua Street. Reiterating that the Water Utilities Department personnel investigated the matter thoroughly and found the metering equipment to be operating properly, Mr. Anderson stated perhaps the commissioners may wish to consider abating a portion of the \$1,275.03 in water and sewer charges incurred at 309 Nashua Street. Upon discussion of the four previous billing quarter details for 309 Nashua Street, Commissioner Leishman made the motion to abate half of the \$1,275.03, amounting to \$637.50, with no further considerations available should Mr. Bremer dispute future water meter charges at this address yet the equipment be found to be functioning properly. Vice-Chairman Courage seconded the motion. Superintendent Anderson will see to it that Mr. Bremer is notified of the abatement and that the results of the 30 day trial period indicate the meter was functioning properly.

**Discussions:**

David Schmitt Letter - 545 Elm Street, #22 – Mr. Anderson presented the commissioners with the resident’s request for a billing adjustment due to a leak detected in piping after the water meter yet prior to entry to the mobile home, which is the owner’s responsibility. Upon discussion, Commissioner Leishman made the motion to approve the abatement of 32,000 cubic feet of sewer usage. Vice-Chairman Courage seconded the motion. All voted in favor. Superintendent Anderson will ask the Water Utilities Billing Clerk to prepare correspondence to Mr. Schmitt and a formal approval form will be presented to the commissioners for signature at the next meeting.

Barbary Levy Letter – 68 Ridgefield Drive – Mr. Anderson will obtain additional information and present to the commissioners at the next meeting.

Shoreline Protection – Municipal Exemption Application – Mr. Anderson informed the commissioners that Sarah Marchant, recommends the commissioners vote to support the proposed exemption of the Shoreline Protection Act. Upon viewing the Board of Selectmen meeting broadcast via the PEG Access TV channel with Ms. Marchant presenting on this topic to the Selectmen, Vice-Chairman Courage made the motion that the Board of Water and Wastewater Commissioners support the proposed exemption of the Shoreline Protection Act, as recommended by Ms. Marchant, Town Planner. Commissioner Leishman seconded the motion. All voted in favor.

**Information Items, Items on Hold, Awaiting Information:**

Odor Control Study – Superintendent Anderson stated the final report should be received within a week or two.

Milford/Wilton Interconnection Study – Superintendent Anderson stated this is in the final draft stage and should be received by the end of April.

Water Main Extension Request from Pennichuck Water – Superintendent Anderson stated the wells failed at Ashley Commons and that a request to purchase water is anticipated. No further action is required at this time.

**Information Items Requiring No Decisions:**

Collection System Rehab - South Street Repair – Superintendent Anderson recommends repairs be made at South Street so that slip lining may be accomplished. The Public Utilities Commission’s decision regarding Verizon has not yet been received. Chairman Murray suggested Superintendent Anderson project costs for South Street sewer repairs.

Falcon Ridge Sewer Main Installation – Superintendent Anderson explained which areas the contractor has begun working and said wells will be drilled.

2008 YTD Financial Reports – Superintendent Anderson provided the commissioners with reports provided by the Finance Department.

**Reports of Boards, Commissions & Special Committees:**

Superintendent Anderson said there were no additional reports this evening.

**Other Business:**

Water Exploration Meeting Agenda – Superintendent Anderson and the commissioners discussed the topics to be included in a draft agenda in order to arrange a meeting with the NH DES to gain support from the state regarding Milford’s water exploration efforts.

Purchase of Water Meters – Superintendent Anderson informed the commissioners he would like to purchase 40 additional water meters. Chairman Murray made the motion to approve the purchase of 40 water meters. Commissioner Murray seconded the motion. All voted in favor. Superintendent Anderson will present the formal authorization form at the April 14<sup>th</sup> meeting.

**Future Appointments/Meetings:**

Superintendent Anderson presented the commissioners with a comparison of the original meeting schedule and a proposed meeting schedule, listing six changes for the board’s consideration. The board unanimously accepted the proposed meeting schedule as presented. Ms. Gendron will notify the Town Administrator’s office; Superintendent Anderson will update the Water Utilities website.

The next meeting of the Water and Wastewater Commissioners will be held at 6:00 p.m. on Monday, May 12, 2008, at 564 Nashua Street, in the Water Utilities Conference Room.

**Adjournment:**

There being no other business before the commissioners, a motion to adjourn was made by Chairman Murray at 7:30 p.m. Commissioner Leishman seconded the motion. All voted in favor.

Respectfully submitted,

Evelyn B. Gendron

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Walter Murray – Chairman

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Date

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Robert Courage – Vice-Chairman

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Date

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Peter Leishman – Commissioner

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