

**Water/Wastewater Commissioners’  
Meeting Minutes  
April 15, 2014**

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

**Call to Order**

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

**Decisions**

Approval of Meeting Minutes – Vice-Chairman White made the motion to approve the minutes of the April 1, 2014 meeting with one amendment. Commissioner Courage seconded the motion. All voted in favor.

Sewer Abatement Request- 96 Souhegan Street – Following Director Boucher’s explanation of the circumstances surrounding the frozen pipe, resultant water leak, the account water consumption history, and the plumber’s repair statement, Vice-Chairman White made the motion to approve this \$174.57 sewer abatement request. Commissioner Courage seconded the motion. All voted in favor.

**Discussion/Information Items:**

Comprehensive Wastewater Facilities Plan and Sewer Rate Study – Update – Director Boucher will send a scope of work and correspondence to the four prequalified engineering companies: Stantec Consulting, Underwood Engineers, Weston and Sampson, and Wright-Pierce requesting sealed bids be submitted prior to the end of business Tuesday, April 29<sup>th</sup>. Submissions are to include:

- labor rate and man hours for each task in the Wastewater Facilities Plan
- a total lump sum price for the Wastewater Facilities Plan and Sewer Rate Study
- separate prices for the Wastewater Facilities Plan and Sewer Rate Study portions.

Bids will be opened during the commissioners’ meeting the evening of the 29<sup>th</sup> to begin the decision process of the successful bidder. The Commissioners plan to review all submittals, negotiate and sign a contract with the selected consultant by May 6, 2014.

Transportation of Dewatered Sludge – Mr. Boucher apprised the commissioners of the vehicle weight containing dewater sludge hauled to the Merrimack wastewater treatment facility. He is tracking all delivered loads in a spreadsheet. Consistent weights would be optimal, perhaps gauging loads to approximate 18 cubic yards. Realistically, each load will vary depending upon moisture content as well as the size of the loader bucket utilized to fill the truck. Mr. White offered to do some research, since filling the container “to a line” with dewatered sludge will not ensure consistent weight loads, and the loads are sloped downward toward the truck’s door for off-loading.

West Elm Street Surveying & Engineering Project Update – Mr. Boucher described on-site walk-through with Mr. Jeff Kevan, T. F. Moran, of April 10<sup>th</sup>. He itemized locations to be directional-bored, at approximately \$5,000 per boring. Mr. Kevan would like to know if the commissioners would like a group meeting with Elm Street business owners and/or discuss property stub locations. Mr. Boucher prefers stubs be situated at the center of properties wherever possible. Chairman Putnam said there is no need to delineate the stub locations now, and would anticipate beneficial group discussion at a future meeting of the business owners to be affected. Mr. Boucher will request Mr. Kevan prepare and deliver as-built plans. Vice-Chairman White said he would like to contact Mr. Tom Schultz, currently serving on both the Wilton Water and Sewer Boards of Commissioners, to determine whether there may be an increased interest in a water connection between the Town of Wilton and Milford, even if on a stand-by level at least. Commissioner Courage and Chairman Putnam expressed support. Chairman Putnam asked that Vice-Chairman White specify he is speaking as an individual Board member, not representing the entire Board without all commissioners present. Mr. Courage said a water connection between the two towns would be a big benefit to the West Elm Street water project. Chairman Putnam will reach out to Mr. Bill Condra, also a Wilton Water Commissioner.

Milford/Wilton Inter-Municipal Agreement – Director Boucher explained his telephone call with Mr. Silas Little, Wilton’s Town Attorney. Attorney Little acknowledged receipt of Milford’s correspondence. Commissioner Courage recalled that the EPA would frown on the fact that an inter-municipal agreement has expired between the two towns. Director Boucher said this fact would definitely come into play when the EPA renews Milford’s NPDES permit, however, the date Milford will receive the new NPDES permit is unknown. Before the Milford Board of Water and Sewer Commissioners consider scheduling a meeting with Attorney Drescher toward motivating the Wilton Board of Sewer Commissioners to finalize an inter-municipal agreement with Milford, Chairman Putnam will reach out to Mr. Thomas Herlihy, Chairman of the Wilton Sewer Commission.

Activities Report – Reviewed by the commissioners. Mr. Boucher answered the commissioners’ questions.

Miscellaneous Water Utilities Department Project Updates – Director Boucher distributed photographs and explained that the leak at Patch Hill Lane had been sealed. An assessment will be made when the water table drops. Mr. Boucher explained the letter sent to Ms. Jodie Levandowski, Town Planner, about Meridian Land Services planned meeting this evening with the Milford Planning Board regarding the Hutchinson Project and Milford design specifications. Mr. Boucher will contact Mr. John Patenaude, Pennichuck Water, to request future correspondence be addressed to the Board of Commissioners care of the Water Utilities Department versus the Town Administrator. Vice-Chairman White inquired when the paving bids will be sent to Brox and Continental. Mr. Boucher requested and received approval to utilize accrued leave time on Monday, April 21 and Friday, April 25. Chairman Putnam said Town

Administrator Scaife reported to the Board of Selectmen how well the Water Utilities Department fared during the recent Department of Labor Inspection.

**Future Appointments/Meetings:**

The next regular Commissioners' meeting will be Tuesday, April 29, 2014 at the Water Utilities Department, 564 Nashua Street.

**Adjournment:**

Chairman Putnam made the motion to adjourn the meeting at 7:15 p.m. Vice-Chairman White seconded the motion. All voted in favor.

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Michael E. Putnam, Chairman

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Date

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Dale A. White, Vice-Chairman

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Date

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Robert E. Courage, Commissioner

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Date