

**Water/Wastewater Commissioners'  
Meeting Minutes  
April 27, 2010**

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

**Call to Order:**

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

**Appointments:**

Mrs. Sarah Marchant – GIS Bids - Chairman Courage welcomed Mrs. Marchant, present this evening to explain progress made with soliciting, receiving, and reviewing three bids (with input from outside consultants) ranging from \$6,000 to \$10,000 for GIS (Geographic Information System) systems to integrate hardware, software, and data for capturing, analyzing and mapping geographically referenced municipal information, i.e., the locations of manholes, hydrants, water department gate valves, storm drains, etc. The goal is to purchase one cost-shared unit that would benefit overall Town needs within the Public Works, Water Utilities and Conservation Commission departments. The Water Department's GIS Consultant, Gene Heighton, would continue to avail himself to collect and download mapped data in anticipation of Milford's stormwater permit renewal, first mandated in 2003. Mrs. Marchant has previously spoken with Mr. LaBranche regarding transferring information from Stantec Consulting's CAD system and that some attributes may not be supported. She said that until the new permit is actually issued additional staffing would not be needed. She may be responsible for managing some of the laptop work previously handled by Superintendent Anderson and that she has contact with schools for good, cost-effective interns for several GIS/GPS aspects that will require continual updates, noting that the Community Development staff will not be involved with the daily, basic operational usage. The Board of Selectmen will oversee the staffing. It is anticipated that by the end of 2010, software licenses will have been purchased so that all departments will be able to access GPS data maintained on the website, both intranet and extranet.

Upon further discussion, Vice-Chairman Putnam made the motion to approve spending \$2,000.00 from the Water Utilities budget toward the purchase of GIS/GPS equipment and software as yet to be recommended, specified and detailed by Mrs. Marchant, to be shared with other Town of Milford departments. Commissioner White seconded the motion. All voted in favor. Upon Superintendent Boucher's return from vacation, he will be invited to begin attending GIS Steering Committee meetings. The commissioners thanked Mrs. Marchant for her assistance and guidance.

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**Decisions:**

Approval of Final Minutes – Vice-Chairman Putnam made the motion to approve the minutes of the meeting held on April 27<sup>th</sup> with one change being necessary. Chairman Courage seconded the motion. All voted in favor.

**Discussions:**

Purchase of ABBA Wastewater Pump – Further discussion was not necessary this evening as Commissioner White has discussed the terms of the pump purchase with Jim Dargie, Wastewater Operations Foreman.

Septage Receiving Facility Project Update – The non-mandatory pre-bid meeting with contractors will be held tomorrow, April 28<sup>th</sup> and the re-bid will be held May 5<sup>th</sup>.

Johnson Street Water Main Replacement Project – Chairman Courage explained that this topic had been discussed at a recent meeting held at the Public Works Department, and that results of fire flow tests from a 4” hydrant at Walker Street were expected from Jim Young, Water Department Foreman. Vice-Chairman Putnam explained that the initial results were not reliable due to a pressure drop, perhaps due to a closed gate between West and Walker Streets. Vice-Chairman Putnam said that the fire flow tests will be repeated and results of the two tests will be compared. The commissioners reviewed the three price quotes obtained by Mr. Young from Ti-Sales, H.R. Prescott, and E.J. Prescott for pipes, gaskets, curb stops, etc., for this proposed water main replacement project to coincide with DPW projects being considered for a June/July timeframe, as this area typically has a high level of groundwater. Chairman Courage believes it would be cost-effective to slip-line the sewer along Johnson Street; the Collection System Foreman will be asked for details about the status of service connections. This topic will be discussed further during the commissioners’ next meeting.

2010 Water Utilities Superintendent Objectives - To be discussed at the next commissioners’ meeting.

Citizen Complaint – The commissioners were advised that the citizen was satisfied with Mrs. Gendron’s assurance that Superintendent Boucher will contact her upon his return from vacation within the week about after-hour activities reported on Water Utilities Department premises.

Sewer Camera Purchase – This topic will be revisited upon receipt of two additional quotes.

Curtis Well Improvement Project – Status – Chairman Courage said that manuals for the Curtis Well Improvement Project have been received, and that the only outstanding issue is having the door stripped and painted. The bonding company will cover the cost of painters.

**Information Items:**

Activity Reports – Reviewed by the commissioners.

Septage Hauler Activity Spreadsheet – Reviewed by the commissioners.

Wireless Communication Improvement at Water Utilities Dept. – Mr. Dickerson’s email outlining action taken was reviewed by the commissioners. Improvements and/or pending actions will be discussed at the next meeting.

**Future Appointments/Meetings:**

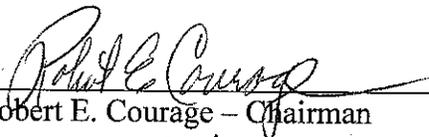
The next meeting of the Water and Wastewater Commissioners will be held at 6:00 p.m. on Tuesday, May 11, 2010 at the Water Utilities Department, 564 Nashua Street.

**Adjournment:**

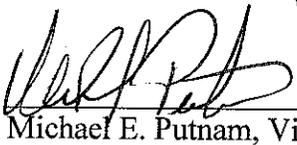
A motion to adjourn was made by Vice-Chairman Putnam at 7:40 p.m. Chairman Courage seconded the motion. All voted in favor.

Respectfully submitted,

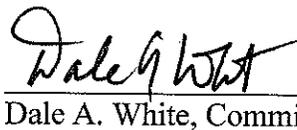
Evelyn B. Gendron

  
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Robert E. Courage – Chairman

5/11/2010  
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Date

  
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Michael E. Putnam, Vice-Chairman

5/11/10  
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Date

  
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Dale A. White, Commissioner

5/11/10  
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Date