

**Water/Wastewater Commissioners’  
Meeting Minutes  
May 22, 2012**

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

**Call to Order:**

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

**Appointments:**

There were no appointments this evening.

**Decisions:**

Approval of Final Minutes – Chairman Courage made the motion to approve the minutes of the commissioners’ meeting held April 10, 2012. Vice-Chairman White seconded the motion. All voted in favor. Commissioner Putnam made the motion to table the minutes of the commissioners’ meeting held April 24, 2012 as amended. Vice-Chairman White seconded the motion. All voted in favor.

Water Users Fee/Tax Collector’s Warrant – The Commissioners signed this document as presented for the April 2012 Bill Commitment 120430 and for the April 2012 Final Bills issued.

Sewer Users Fee/Tax Collector’s Warrant – The Commissioners signed this document as presented for the April 2012 Bill Commitment 120430 and for the April 2012 Final Bills issued.

**Discussion/Information Items:**

Septage Receiving Facility Project Update – Superintendent Boucher said he is waiting for one additional quote to be received for the biofilter portion of this project and that the department is not ready to begin work on this aspect of the project until the blower is removed from the septage building and upgraded from 1.5 HP to a 5 HP so that it can handle the gravity thickeners and the septage receiving facility as an outside unit. Vice-Chairman White asked why the change, since the project wasn’t originally designed this way. Mr. Boucher said that although he wasn’t involved in the original design this change will increase efficiency, since the original plans called for two inter-locking biofilters. Vice-Chairman White asked when the septage receiving facility is expected to be on-line. Mr. Boucher said the end of July 2012 remains the target completion date. He said the only item not on-site is the SCADA system, which is being built. The Lakeside equipment has been received; the

plumbing, wiring and lights are all set. Commissioner Putnam requested a brief tour of the new facility at the end of the meeting.

Beech and Smith Street Water Main Project Materials Estimates – Superintendent Boucher said two quotes have been received: H.R. Prescott's for \$39,500.00 and a quote of \$38,900.00 was received from Vellano. Both do not include some service pieces, which should cost approximately \$1,200.00, and these quotes do not include material already in inventory. Flow tests are still to be accomplished, delayed due to a service water break, and it is preferred that Prospect Tank be taken off-line first, which would involve valves to be closed. Commissioner Putnam said that flow test results were expected to be available for this meeting. Superintendent Boucher said that he will schedule the work and try to have flow test results for the June 5<sup>th</sup> meeting. Vice-Chairman White said that the goal is really to have the test results so that the water main project work may begin right after the school year ends in June. Chairman Courage said that the flow tests should amount to a few hour's work for the Water Department foreman and his crew. Chris Berg, the Wright-Pierce project engineer, is to witness the flow test procedure, then enter the data into the Milford water computer model. He said that Mr. Berg should be invited to attend the next commissioners' meeting after the numbers are available for review. Commissioner Putnam said the sooner the flow test information can be made available, the sooner the decisions can be made regarding retiring the 1889 Prospect 250,000 gallon water storage tank.

Truck 36 – Chairman Courage said that a town vote would be required prior to a vehicle lease/purchase. Vice-Chairman White agreed, adding that a used dump truck could be purchased from the budget or special article for approximately \$12,000.00 and per the conversation at the last meeting, he would like to investigate Water Utilities replacement dump truck body requirements with cab/chassis pricing options at Donovan's or Fairfield's. He said that the DPW Director is fine with loaning a vehicle to Water Utilities, yet the goal is to prepare now for the 2013 budget season, to transition from sharing/repairing a DPW a vehicle to efficiently replacing Truck 36 so that both departments return to being positioned to meet departmental needs. The condition of Truck 36's body and sub-body are not able to be salvaged. His thought is to replace the body and sub-body on Truck 36 with a used body/sub-body for now, or even to put a new body on now with new hinges for use through the summer, and budget accordingly for the March 2013 new frame or cab and chassis. He said Donovan's could assess what is required to put a body on our Truck #36. Commissioner Putnam said it shouldn't be too complicated to change the bodies around if a new truck is purchased. Superintendent Boucher asked about cab-to-axle dimension compatibility. Chairman Courage and Vice-Chairman White agreed the dimensions could be specified and priced so that the financial options could be decided upon. Mr. Boucher will obtain an assessment of truck replacement needs and costs and obtain a second price proposal for comparison.

April Financial Reports – Superintendent Boucher said the financial data is provided to the commissioners for review; inquiries are welcomed.

Directional Drilling Update – Superintendent Boucher said the drilling was completed last Friday and he was told by Chris Berg that the cost should be between \$23,000.00 and \$26,000.00, which is less than the \$29,000.00 budgeted. He said Mr. Berg will attend to tying the conduit into the three sites and building, review the VFD costs, and send Wright-Pierce design engineers to Milford to review the project. The commissioners said they were pleasantly surprised at the underground pipe progress, for less cost than originally estimated.

Wastewater Facility Generator Upgrade – Superintendent Boucher said while routinely exercising the back-up generator two weeks ago, it was difficult to transfer from generator power back to utility power. Power-Up Generator referred Gemini Electric, who was successful in executing the power transfer, but the back-up generator use was lost. Mr. Boucher received proposals to change half of the switch gears, and there are two motorized breakers, one for the utility side and one for the generator side, now 32 years old. He explained the three proposals received from Northeast Cummins, Milton-Cat and Gemini Electric (affiliated with Power Up Generator), recommending replacing the back-up generator, on-line since 1981 and which is exercised every two weeks. A replacement switch gear system is needed as soon as possible. A representative from ASCO was on-site last week to restore power—as a motorized breaker motor had burned out during the transition from the aged back-up generator to PSNH power. The breaker couldn't be energized because the motor and manual system was faulty. The coil in the transfer switch gear caused blown fuses and were replaced. Currently, to exercise the generator and switch back to utility power, employees must manually re-energize the breaker for the generator. Superintendent Boucher will forward the emailed information; expenses to replace the generator switch gear are expected to exceed \$100,000.00 to replace the switch gear and the motorized breakers, which will not include the 12 breakers on the right side of the generator room. Superintendent Boucher recommends upgrading the entire system, on the advice of the ASCO rep, and wants to arrange a thorough inspection of Milford's current generator equipment by an independent engineer, such as SMR Engineering in Merrimack, NH, that designs generator systems specifically for wastewater facilities, to specify system replacements and available contractors. Chairman Courage said the sewer capital reserve fund will be used for these expenses. Vice-Chairman White said that this item has the highest priority of the topics discussed this evening, and he will obtain and forward additional referrals of industrial generator companies to Superintendent Boucher. Mr. Boucher explained how the generator has been isolated/locked-down, so that it doesn't try to "kick on" during a minor power glitch. He will keep the commissioners apprised of developments. Commissioner White said that Superintendent Boucher can contact the commissioners right away for discussion/decisions at any time for items of this magnitude. Commissioner Putnam said he is confident there are several local companies who can help update the facility's back-up generator technology and looks forward to hearing updated information. Vice-Chairman White requested generator replacement cost and time estimates be made available as soon as possible.

NPC Pump Testing – Superintendent Boucher re-distributed an email received March 6, 2012 from Mr. Gary Smith of Wright-Pierce. Mr. Boucher recommends doing this group pump test previously discussed and said he would contact to Mr. Smith, as he knows the type of valid information that can be obtained from pump testing, i.e., the number and test well size options that should be in place for a desired, say, 600 gallons per minute, and the associated test costs. Mr. Boucher said he had heard from a NH DES representative recommending Milford track the plume of the old Savage Well site, that the aquifer's natural flow should be watched, so that test well pumping is distanced appropriately. Chairman Courage asked if the NH DES is politely hinting at a future objection to a municipal well being situated within a particular distance/depth of the operable unit #2 at the old Savage Well site. Commissioner Putnam said that the NH DES had spoken to the Board of Selectmen some time ago and indicated that clean water was being pumped. The commissioners agreed that Mr. Smith should be invited to a future meeting. Chairman Courage said he would invite Mr. Smith.

Union Street Paving – Referring to a Brox Industries price proposal dated May 18, 2012 for the Union Street Paving project, Chairman Courage said that the 50/50 price split between the Water Utilities Department and the Public Works Department is fair, and that Mr. Rick Riendeau, the Public Works

Director, is in agreement. The castings will be raised by the Water Utilities personnel, and this project will be undertaken in approximately two weeks. Superintendent Boucher answered the commissioners questions.

Activities Report – Highlights of activities occurring between May 8, 2012 and May 25, 2012 were reviewed by the commissioners. Chairman Courage inquired about the status of the glass ceiling repairs. Superintendent Boucher said three quotes had been received for caulking all of the windows; two were comparable in price and one didn't contain specific details and therefore will not be considered further. Neither company would extend a warranty against future leaks unless the existing glass windows are removed and completely replaced, for a considerable increase in cost.

Approval of By-Law Adoption Procedure – Chairman Courage would like to see this topic revisited at the next commissioners' meeting, since an official protocol for adopting by-laws and regulations should be approved by the commissioners. Superintendent Boucher will prepare the paperwork for the commissioners' review/signatures.

**Future Appointments/Meetings:**

The next Water and Wastewater Commissioners' meeting will be held at 6:00 p.m. on Tuesday, June 5, 2012 at the Water Utilities Department, 564 Nashua Street.

**Adjournment:**

Chairman Courage made the motion adjourn the meeting at 7:26 p.m. Vice-Chairman White seconded the motion. All voted in favor.

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Robert E. Courage, Chairman

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Date

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Dale A. White, Vice-Chairman

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Date

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Michael E. Putnam, Commissioner

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Date