

**Water/Wastewater Commissioners’  
Meeting Minutes  
May 27, 2014**

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

**Call to Order**

Vice-Chairman White called the meeting to order at 6:09 p.m.

**Decisions**

Approval of Meeting Minutes – Commissioner Courage made the motion to approve the minutes of the May 13, 2014 meeting. Vice-Chairman White seconded the motion. All voted in favor.

**Discussion/Information Items:**

Comprehensive Wastewater Facilities Plan and Sewer Rate Study – Vice-Chairman White said he reviewed the contract documents distributed on Friday, May 23<sup>rd</sup> and asked Director Boucher whether he felt the contract submitted by Underwood Engineering closely matched the project expectations. Director Boucher said yes, it was basically a cut and paste of the original document and included two corrections made by Mr. Dave Mercier to reflect the current titles of the commissioners. He explained he and Chairman Putnam discussed the project contract earlier today, as he had attended the bid opening for the Water Utilities’ paving project, and that Chairman Putnam would sign the contract at a later date, should Vice-Chairman White and Commissioner Courage decide to sign the three copies of Underwood Engineering contract this evening. He said Mr. Paul Heitzler, NHDES, supports the Board of Commissioners’ approval of the contract documents. The commissioners signed the Underwood Engineering Comprehensive Wastewater Facilities Plan and Sewer Rate Study\_contract and Mr. Boucher will request Chairman Putnam sign tomorrow.

West Elm Street Surveying & Engineering Project Update – Director Boucher apprised the commissioners of his recent conversations with Mr. Jeff Kevan, T.F. Moran, and that they will meet tomorrow morning to further discuss directional drilling plans. Vice-Chairman White explained the Economic Development Advisory Council (EDAC) committee members held their quarterly meeting on Wednesday May 21<sup>st</sup> and recapped the continued interest to extend the water main along west Elm Street recently expressed by Mr. Bill Parker, Director of the Milford Community Development Department, Mr. White has contacted Mr. Schultz of the Wilton Water Commission to arrange a meeting to discuss the benefits of a future water extension from Milford into Wilton.

Water Utilities Department Facility Paving – Director Boucher apprised the commissioners of the two paving bid results received:

DLB Paving	\$68,288.00
Brox Industries	\$57,282.85

Following discussion, Commissioner Courage made the motion to award the Water Utilities Department Facility paving project to Brox Industries in the amount of \$57,282.25 as per the bid received. Vice-Chairman White seconded the motion. Vice-Chairman White said the Water Utilities Department could have received three paving bids, had Continental Paving participated. He said he had contacted Continental to inquire why a bid hadn't been submitted and learned that the owner of Continental felt disheartened and decided there would be no point to participate since many previous bids had been awarded to Brox by the Public Works Department. Mr. White said he explained that the Water Utilities Department is separate from the Public Works Department and requested Continental participate in future paving bids when invited by the Water Utilities Department to submit a sealed bid.

Pennichuck Water Works Correspondence – Water Infrastructure & Conservation Adjustment – Director Boucher distributed the May 14, 2014 Pennichuck correspondence regarding Water Infrastructure and Conservation Adjustment and the May 19, 2014 Pennichuck correspondence regarding the Rate Case settlement agreement with the NH Public Utilities Commission. Pennichuck requested the information be posted for informational purposes within Milford.

Activities Report – Reviewed by the commissioners. Director Boucher answered inquiries.

Miscellaneous Water Utilities Department Project Updates – Director Boucher apprised the commissioners of the \$1,000.00 payment anticipated from St. Jean Auctioneers as a result of the May 17, 2014 sales of the International twin disk generator and the Allis Chalmers power unit. Mr. Boucher will review correspondence received today from Mr. Gregory Smith, Wright-Pierce, regarding groundwater exploration. Mr. Boucher forwarded a Word document format of the Inter-municipal Agreement in response to an email received from Mr. Tom Herlihy, Wilton Sewer Commissioner. Mr. Boucher addressed Commissioner Courage's inquiries of the transportation of biosolids to the Merrimack Wastewater Treatment Facility. The increased septage being received from the towns surrounding Milford will be graphed. Adjustments to the treatment process are being made as necessary and additional analyses are being performed.

### **Non--Public Session**

Vice-Chairman White made the motion to go into non-public session at 6:47 p.m. for the purpose of discussing land, per RSA 91-A:3,II(d). Commissioner Courage seconded the motion. At 6:58 p.m. Commissioner Courage made the motion to exit the non-public, seal the non-public meeting minutes, and return to the public session. Vice-Chairman White seconded the motion and announced that no decisions were made during the non-public session.

### **Future Appointments/Meetings:**

The next regular Commissioners' meeting will be Tuesday, June 10, 2014 at the Water Utilities Department, 564 Nashua Street.

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**Adjournment:**

Vice-Chairman White made the motion to adjourn the meeting at 7:00 p.m. Commissioner Courage seconded the motion.

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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