

**Water/Wastewater Commissioners’
Meeting Minutes
August 19, 2014**

Present: Michael E. 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 6:07 p.m. and welcomed Mr. Marc Cote, Business Development Representative for the John W. Egan Company, Inc., Newton, MA, the second highest bidder of the Dram Cup Water Tank Lining Project. Mr. Cote explained his objective this evening was in follow-up of the August 4, 2014 bid opening which yielded the following results:

ABHE & Svoboda, Inc.	\$418,680.00
John Egan	\$371,440.00
DN Tank Services	\$147,100.00

It is Mr. Cote’s professional opinion that the low bidder’s price of \$147,100.00 would only cover project materials. He distributed a base cost breakdown of non-labor material items including the storage tank dome, walls, floor, blast media, waste disposal, temporary heat, and diesel fuel costs that would amount to \$111,802.50. He said additional, necessary project costs such as labor, ventilation, dust collection and blast equipment, vec loaders, and special spray pumps would absolutely drive project costs higher than \$147,100.00 and suggested that the bid price submitted by DN Tank Services be investigated and questions be asked. He said the John Egan Company does not typically follow-up on project bids personally, however, because of the wide price range of bids submitted, he welcomed further inquiries of the John Egan Company, should the commissioners be so inclined. Director Boucher explained that an engineering review process is underway since the project was awarded during the commissioners’ meeting held August 5, 2014 and that the NH DES will also inspect and review bid documentation. The pricing breakdown was discussed further and the commissioners thanked Mr. Cote for the information he provided. Mr. Boucher answered the commissioners’ questions regarding the project loan. He will contact Mr. Chris Berg, Wright-Pierce, to further discuss the Dram Cup Water Tank Lining Project bids opened August 4th.

Non--Public Session

Chairman Putnam asked for a motion to enter into non-public session. Vice-Chairman White made the motion to go into non-public session at 6:21 p.m. for the purpose of discussing land, per RSA 91-A:3,II(d). Chairman Putnam seconded the motion. All voted in favor. Vice-Chairman White made the motion to exit the non-public session and return to the public session at 6:46. Commissioner Courage

seconded the motion. All voted in favor. Chairman Putnam announced said there was no voting during the non-public session.

Decisions

Approval of Meeting Minutes – Vice-Chairman White made the motion to approve the minutes of the August 5, 2014 meeting. Commissioner Courage seconded the motion. All voted in favor.

Discussion/Information Items:

West Elm Street Proposed Water Main Extension – Vice-Chairman White initiated discussion regarding the importance of being prepared for the September 8, 2014 meeting with the Board of Selectmen regarding project costs expended to date, compiled bond costs in layman's terms, a summary of progress achieved, the betterment fee funding approach and the TIF district funding approach, as well as anticipated business connections to the proposed water main extension. It is the commissioners' consensus that Milford's water distribution system must continue to grow as the Town grows, for the benefit of the town as a whole, which should continue to be funded through property tax payments and long term bond payments, and be presented to residents for approval during the March 2015 Town Meeting. The commissioners recognized there is a multitude of projects that the Board of Selectmen must present to the residents for consideration. Following discussion, Mr. Boucher said he would draft the 20 year bond financial and informational hand outs to share with the Board of Selectmen for discussion and will present to the commissioners' during the September 2nd meeting. Details will include funds expended to date, the Water Department bearing the cost to upgrade the West Elm Street water main from an 8" to a 12" line and without an increase to the current hydrant rental fees. Mr. Boucher will contact Mr. Jeff Kevan to confirm project distances and engineering costs.

Comprehensive Wastewater Facilities Plan and Sewer Rate Study – Director Boucher said the third visit from Underwood Engineers representatives would be tomorrow and include discussions with Collection Systems and Community Development personnel. On September 5th, Mr. Boucher and Underwood Engineers will discuss the future NPDES permit requirements with EPA and NH DES representatives in Concord, NH.

Dram Cup Water Tank Lining Project – Director Boucher stated the Notice of Award had been sent by Mr. Berg, Wright-Pierce. Mr. Boucher received an email from Mr. Joe Manzi, DN Tanks. Award approval by the NH DES dated August 14, 2014 has been received. Bond and insurance information will be exchanged.

Olive & Linden Street Water Main Project – Director Boucher emailed a draft project schedule to Mr. Rick Riendeau, Director of the Public Works Department. Temporary water connections will be necessary for approximately 10 homes. Mr. Boucher will review the approved Linden Street plans to ensure the Water Department plans are well incorporated with the plans for the new St. Joseph Medical Center.

Collection System Slip Lining Project – Director Boucher said the contractor will confirm the project dates.

Activities Report & Water/Sewer Financial Report – Reviewed by the commissioners with few questions asked.

Miscellaneous Water Utilities Department Project Updates – Director Boucher said he was informed by Mr. Herlihy, Town of Wilton Sewer Commissioner, that the Inter-Municipal agreement is in the dictation phase. Mr. Ed Fossier, Brox Industries, will be here tomorrow to review the paving invoice details. Correspondence is being prepared for mailing to water customers regarding the bacteria coliform bacteria identified during routine sampling, isolated within the Meadowbrook Industrial Park vicinity. The cause is unknown and water sampling is on-going. Chairman Putnam suggested flushing occur more frequently in that industrial zone. Commissioner Courage initiated discussion regarding transportation of dewatered sludge, specifically the measured truck load weights. Discussion of this topic will continue at the next meeting.

Future Appointments/Meetings:

The next regular Commissioners’ meeting will be Tuesday, September 2, 2014 at the Water Utilities Department, 564 Nashua Street.

Adjournment:

Vice-Chairman White made the motion to adjourn the meeting at 7:45 p.m. Chairman Putnam seconded the motion. All voted in favor.

Michael E. Putnam, Chairman

Date

Dale A. White, Vice-Chairman

Date

Robert E. Courage, Commissioner

Date