

**Water/Wastewater Commissioners’
Meeting Minutes
August 30, 2011**

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

Call to Order:

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

Decisions:

Approval of Final Minutes – Vice-Chairman Putnam made the motion to approve the minutes of the meeting held on August 16, 2011 as presented. Chairman Courage seconded the motion. All voted in favor.

Sewer Abatement Request – 14 Millbrook Drive - Superintendent Boucher explained the resident is seeking a one-time adjustment in the amount of \$160.84 due to the installation of a new lawn. The water did not enter the public sewer system. The amount of usage to be abated is 4,830 cubic feet. Vice-Chairman Putnam made the motion to approve this sewer abatement request as presented. Chairman Courage seconded the motion.

Septage Receiving Facility Project Award – Superintendent Boucher told the commissioners he has received several copies of the contract spec books for this project, which includes the payment bond, the notice to proceed, and the construction performance bond for this DES Project No. CS-330116-01, and that the Chairman’s signature is required on each copy. Chairman Courage said he would return in the morning to sign the books so that the meeting is not delayed. Mr. Boucher said that a copy of the book has been sent to the Board of Selectman’s Executive Assistant, Dawn Griska, to review and forward to Primex. The site for the Weston & Sampson and Stantec Consulting field trailers will be prepared. He said that the Weston & Sampson Project Superintendent, Dennis Lucia, Jr., has introduced himself to staff members.

Sewer Rate Study Update – Mr. Boucher said he expects to receive information from Mr. Jack Sheehy, Director of Financial Operations soon.

Curtis Well Field Update – Mr. Boucher distributed copies of the email received from Mr. Chris Berg, Wright-Pierce, dated August 30th explaining the project status. He added that the electrician and Woodard & Curran reps had been on-site and the SCADA system was connected. D. L. Maher will return next week to ensure the proper fit of the transducer. A test run of the pump was performed; everything worked. After approval of the conservation plan is received, he expects to chlorinate a bacteria sample and the well can be put on-line. Chairman Courage said that the conservation plan

must be approved by the National Regional Planning Commission and the Milford Conservation Commission. Mr. Boucher said he received an email from the NH DES this afternoon indicating there should not be a problem with Milford's request for a waiver of the requirement of installing a meter on each well, and that Wright-Pierce should be submitting the conservation plan to the NH DES via certified mail. Chairman Courage and Vice-Chairman Putnam agreed it is unfortunate that this project has experienced many delays due to regulatory agency procedural requirements.

Activities Report – Reviewed by the commissioners. Chairman Courage was pleased with the assistance provided by the Public Works Department and the use of heavy equipment prior to the paving portion of the Union Street Water Main Replacement Project. Vice-Chairman Putnam said preparation of the tropical storm and its effects required extra efforts of the staff.

Miscellaneous Water Utilities Department Project Updates – Mr. Boucher said the final invoice has been received from Insituform for the Sewer Rehab Project, and that there may be approximately another \$8,900.00 available for some final work to be done. Chairman Courage said approximately \$8,000 in the impact fee account should also be utilized. Mr. Boucher said that he will address the Prospect Street non-compliant basement drain that was confirmed to be actively pumping into the sewer system. Minor landscaping is all that is needed where the heavy equipment had been parked during the Union Street project. An insurance claim will be submitted for a cracked wall due to vibratory equipment usage, and a couple curb stops will be realigned, and one dip between #48 and #50 Union Street will be looked into. Water Utilities buildings are being pressure-washed and seal-coated. Air within the Kokko Well is being sampled for four days and will be analyzed by a New York laboratory; the test results will be sent to the NH DES to approval to close this well.

Future Appointments/Meetings:

The next Water and Wastewater Commissioners' meeting will be held at 6:00 p.m. on Tuesday, September 13, 2011 at the Water Utilities Department, 564 Nashua Street.

Adjournment:

A motion to adjourn the regular meeting was made by Vice-Chairman Putnam at 6:24 p.m. Chairman Courage seconded the motion. All voted in favor.

Respectfully submitted,

Evelyn B. Gendron

Robert E. Courage, Chairman

Date

Michael E. Putnam, Vice-Chairman

Date