

**Water/Wastewater Commissioners’
Meeting Minutes
September 17, 2013**

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

Call to Order:

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

Non--Public Session

Vice-Chairman White made the motion to go into non-public session at 6:00 for the purpose of discussing land, per RSA 91-A:3,II(d). Commissioner Putnam seconded the motion. All voted in favor.

At 6:53 pm, Vice-Chairman White made the motion to exit the non-public session, go into public session, and to seal the non-public meeting minutes. Commissioner Putnam seconded the motion. All voted in favor.

Decisions:

Approval of Meeting Minutes – Commissioner Putnam made the motion to approve the minutes of the September 3, 2013 meeting as presented. Vice-Chairman White seconded the motion.

Memo to J. Sheehy, Transfer of Funds – The commissioners signed the document presented by Director Boucher to transfer impact fee funds into the sewer funds account. Chairman Courage pointed out that this is a routine administrative detail. Mr. Boucher noted the amount is reflected on the cash balance sheet prepared by Mr. Jack Sheehy, Director of Financial Operations.

Discussion/Information Items:

Smith and Beech Street Water Main Project – Mr. Boucher explained the water main project progress. The Water Department crew chlorinated, pressurized, and pressure-tested the water line. Chlorine will be flushed from the new pipeline again tomorrow, the water will be sampled for bacteria, and the staff will tie in the connections for customers affected by the project after bacteria sampling analysis results have been received. Mr. Boucher spoke with Mr. Riendeau, Public Works Director, on Thursday. The public works crew will apply a base paving coat to Smith Street this year and apply a finish paving coat in 2014.

Curtis Well Electrical and Instrumentation Improvements Project Update – Mr. Boucher said electrical punch list items were performed by G.A. Laflamme. A few punch list items pertaining to the SCADA

system programming issues remain to be taken care of by Woodard & Curran this week. A correction is needed to allow canceling the page alarm initiated when the generator is exercised as scheduled, and a card will be added to the SCADA system for sodium hydroxide storage tank level readings.

Wastewater Switchgear Project Update – Mr. Boucher said the project punch list items include a latch bracket needs to be attached to the door which needs to be painted, receipt of the O & M manuals, the Arcflash safety training class will be scheduled for in-house staff, and labeling of the placards remains to be completed. After Mr. Boucher said the steel added to lengthen the door is a thinner material, Commissioner Putnam inquired who had requested certification documentation from the company that modified the fire-rated door. Mr. Boucher said it was the Building Inspector. Upon discussion of the door re-fabrication, the commissioners requested and received a brief tour of the room containing the upgraded switchgear.

Activities Report – Reviewed by the commissioners. Commissioner Putnam commented he did not see any red flags.

Miscellaneous Project Updates – Director Boucher said the Westfalia centrifuge was tested during a pilot study. He explained he was surprisingly impressed with the results of this fast-turning equipment, since his first impression of the more slowly turning Huber equipment were favorably processed sludge. Reports from the two companies are forthcoming. Chairman Courage said Mr. Soucy, Wastewater Operations Foreman, had shown him the processed sludge trial results, which were very dry and resembled sandy gravel. Weight calculations will be included in the reports. Mr. Boucher inquired of the anticipated frequency for replacing Westfalia centrifuge parts and learned only the belt is typically replaced, the Borger pump is smaller than Milford's current plunger pumps, and the energy consumption level is on par with the facility's current belt filter press operation. The new switchgear will easily track the kilowatt energy usage. The staff identified degrading gravity thickener infrastructure issues due to age and the harsh environment. Broken rust pieces that plugged sludge lines were pumped out by a contracted septage hauler and were jetted by the sewer foreman. Plumbing will be extended to the older blend tanks' sludge pumps as a back-up option should the gravity thickeners fail. Vice-Chairman White inquired who had designed that back-up plan. Director Boucher said he had planned for such a change back when the odor control was plumbed the short distance into the blend tanks on the side of the building, which would facilitate implementing a different (thinner sludge) dewatering system in the future and the gravity thickeners could be phased out. Vice-Chairman White said in his opinion there are fewer instances of disagreeable odors in East Milford. Director Boucher said he agreed, the current septage activities bring no odor complaints except that today's odor control was ineffective due to compost operations occurring simultaneously with opened tank hatches in order to flush out one of the gravity thickeners. The staff avoids breaking down the compost piles early in the morning, when the air is heaviest. While atmospheric conditions cannot be controlled, activities are scheduled accordingly as much as possible. Mr. Boucher said a security company representative would be on-site September 25th to assess whether the cost of security cameras at the facility would be justified. Additional alarm systems at remote stations would be beneficial. Mr. Boucher obtained topographical maps.

Future Appointments/Meetings:

The next Water and Wastewater Commissioners' meeting will be held at 6:00 p.m. on Tuesday, October 1, 2013 at the Water Utilities Department, 564 Nashua Street.

Water/Wastewater Commissioner Meeting Minutes
September 17, 2013

West Elm Street infrastructure discussions will be held on Monday, October 14, 2013, time TBD, in the Board of Selectmen's Meeting Room, Town Hall.

The Water Rate Hearing will be held at 6:00 p.m. on Monday, November 18, 2013 in the Board of Selectmen's Meeting Room, Town Hall.

Adjournment:

At 7:29 p.m. Commissioner Putnam made the motion to adjourn the meeting. Chairman Courage seconded the motion. All voted in favor.

Robert E. Courage, Chairman

Date

Dale A. White, Vice-Chairman

Date

Michael E. Putnam, Commissioner

Date