

**Water/Wastewater Commissioners'
Meeting Minutes
November 25, 2014**

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

Call to Order

Chairman Putnam called the meeting to order at 6:00 p.m., noting that the commissioners' 6:00 p.m. scheduled appointment had not yet arrived to discuss the 545 Elm Street, #5, water/sewer billing account, and that the 6:30 p.m. appointment regarding 124 Bridge Street had been canceled earlier in the day.

Non-Public Session. RSA 91-A:3,II(d) Land

Chairman Putnam made the motion to go into non-public session at 6:00 p.m. for the purpose of discussing land, per RSA 91-A:3,II(d). Vice-Chairman White seconded the motion. All voted in favor. At 6:03 p.m., Chairman Putnam made the motion to exit the non-public session and return to the public session. Commissioner Courage seconded the motion. All voted in favor. Chairman Putnam announced that a document had been signed during the non-public session.

Decisions

Approval of Meeting Minutes – Commissioner Courage made the motion to approve the minutes of the November 11, 2014 meeting as presented. Chairman Putnam seconded the motion. All voted in favor.

Discussion/Information Items:

Comprehensive Wastewater Facilities Plan Update, Draft Design Phase Engineering Contract – Chairman Putnam made the motion to table discussion until the next commissioners' meeting during which Director Boucher will present his summary of the contract submitted by Underwood Engineers.

West Elm Street Water Main Extension – 11/24/14 Bid Opening Results – Mr. Jim Young, Water Department Foreman, apprised the commissioners of the November 24, 2014 2:00 p.m. bid opening results, during which two bids were received:

\$947,000.00 F. L. Merrill Construction, Inc.
\$737,900.00 R. H. White Construction, Inc.

Attached to these minutes as a permanent record is the bid opening summary prepared by Mr. Jeff Kevan, Project Supervisor, T.F. Moran. At the next commissioners' meeting, Mr. Kevan and R. H. White representatives will obtain clarification of the NH DOT right of way, discuss paving, police

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detail, and other project topics. During discussion of the bid opening summary, the commissioners requested Mr. Young provide information to Mr. Kevan and R. H. White in advance of the next meeting so they may be better prepared for discussions.

Dram Cup Water Storage Tank rehab Project Update – Mr. Jim Young apprised the commissioners of the project progress and answered the commissioners’ questions. The commissioners reviewed the November 25, 2014 email sent by Mr. Chris Berg, Wright-Pierce, which further outlines the contractor’s on-site accomplishments.

Activities Report and Director Boucher’s Project Notes – Reviewed by the commissioners. Mr. Jim Young answered the commissioners’ inquiries.

At the next meeting, the Board looks forward to receiving a summary of Water Utilities Department vehicles including the model, year, mileage and a history of non-routine maintenance repair costs. They also look forward to discussing updates made to the Draft 2015 Water Utilities Department Budget, which should reflect direction received from the recent water and sewer rate studies which had been prepared by Stantec Consulting and Underwood Engineers, respectively, as it is the Water Utilities Department Director’s and commissioners’ joint mission to finalize a mindful budget which follows both in-depth engineering studies, heeds the recommended rate increase schedules and reflects the necessary water and sewer departmental upgrades.

Adjournment:

Chairman Putnam made the motion to adjourn the meeting at 6:47p.m. Vice-Chairman White seconded the motion. All voted in favor.

Michael E. Putnam, Chairman

Date

Dale A. White, Vice-Chairman

Date

Robert E. Courage, Commissioner

Date

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EK Lencrow

Jeff Kevan

To: Dave Boucher
Subject: Milford Water utilities Dept. - Elm Street Water Main Extension - Bid Opening

Attn. Jeff Kevan - TFMoran Inc
Jim Young - Milford Water utilities Dept.
Dale White - Milford Water utilities Commissioner
Bob Courage - Milford Water utilities Commissioner
Bob Burns - FL Merrill

Bids were opened at 2:00 PM

Received two (2) bids ; F.L. Merrill Construction, Inc. \$947,000
R.H. white Construction Co., Inc. \$737,900

Bid review:

Bidder	F.L. Merrill	R.H. White
Bid amount	\$947,000	\$737,900
Bid Bond (5% bid amount)	Berkley Insurance Co.	Liberty Mutual Insurance Co.
Subcontractors	NH company Continental Paving, DBU and Felix	MA company/ registered in NH Walsh Construction
Staff list	provided	provided
Equipment	provided	provided
Project list	provided	provided
Bank	Eastern Bank	TD Bank

Add/ Deduct

Unit prices:

Common exc	\$11/ cy	\$20/ cy
Common str exc	\$25/ cy	\$30/ cy
Backfill	\$20/ cy	\$10/ cy
Cr. Gravel	\$40/ cy	\$25/ cy
Hot Bit.	\$100/ ton	\$205/ ton
Hot. Bit. -hand	\$115 / ton	\$250/ ton
Struct. Fill	\$40/ cy	\$25/ cy
12" DI water	\$110/ lf	\$96.50/ lf
12" PVC water	\$110/ lf	\$82/ lf
Fire Hyd	\$5600/ ea	\$6685/ ea
12" gate valve	\$3000/ ea	\$2005/ ea

R.H. White is low bid. The pavement add/ deduct unit prices are very high (this should be negotiated). I would confirm that they have included in their Lump Sum bid, everything shown on the plans. This should include all traffic control (flagmen or police detail, whichever is required by NHDOT), replacement of paved shoulder (if disturbed, as required by NHDOT), all trenching and patching, coordination with the railroad and any fees associated, and all restoration work shown on the plans.

Jeffrey M. Kevan
Project Supervisor
TFMoran, Inc.
48 Constitution Drive