

**Water/Wastewater Commissioners’
Meeting Minutes
December 10, 2013**

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

Call to Order

Chairman Courage called the meeting to order at 6:08p.m.

Non-public session discussions regarding land was rescheduled for the December 23, 2013 meeting.

Appointment

Mr. Tom Herlihy of the Wilton Sewer Commission met with the Milford Board of Water and Sewer Commissioners to inquire whether any big ticket project plans for the 2014 Water Utilities budget. Director Boucher said the plan is to hold the 2014 budget as closely to the 2013 budget as possible and explained components of Milford’s industrial pretreatment program as Wilton previously had not contributed to such finances but this could change. Mr. Boucher said the Milford commissioners had not yet given final approval for the 2014 Water Utilities Department budget. He discussed Teton Environmental, the consultants Milford has utilized for several years. Mr. Boucher explained Milford’s current sludge treatment and composting operations are being reviewed. Milford may transition to a centrifuge treatment method, and he will be meeting with Merrimack Wastewater Treatment reps next week to gather additional information. Mr. Boucher explained the current significant industrial user program. Commissioner Herlihy explained Wilton’s Maple Street project is complete, said infiltration was not found on Tremont Street where the line had been extended. Mr. Herlihy said Wilton would appreciate being able to review Milford Sewer Use Ordinance and personalize a version to suit Wilton’s current operations. Mr. Boucher will apprise the Wilton Sewer Commissioners of the 2014 Water Utilities Budget when it is finalized. The Milford commissioners thanked Mr. Herlihy for attending tonight’s meeting and welcomed the Wilton Sewer Commissioners to contact Mr. Boucher for additional information as needed.

Decisions

Approval of Meeting Minutes – Commissioner Putnam made the motion to approve the minutes of the November 26, 2013 meeting. Vice-Chairman White seconded the motion. All voted in favor.

Water Users Fee/Tax Collector’s Warrant – The Commissioners signed the Tax Collector’s Warrant for collection of taxes in the matter of water users fees for the November 2013 Bill Commitment 131130 and for the November 2013 Final Bills issued.

Sewer Users Fee/Tax Collector's Warrant – The Commissioners signed the Tax Collector's Warrant for collection of taxes in the matter of sewer users fees for the November 2013 Bill Commitment 131130 and for the November Final Bills issued.

Sewer Abatement Request – 28 Webster Street, Pool Fill, one-time exception. The account history was reviewed. Water had not entered the public sewer system and the homeowner has been advised that installing a second water meter for irrigation purposes is beneficial. Upon discussion, Chairman Courage made the motion to approve this sewer abatement request as a one-time exception. Vice-Chairman White seconded the motion. All voted in favor.

Disbursement Request re: Septage Receiving Facility – Director Boucher explained this request had not been received. This may be rescheduled for the next meeting.

Discussion/Information Items:

Septage Receiving Facility Project Update – Mr. Boucher said he will have a project tally tomorrow. The septage receiving facility is working well. Commissioner Putnam said he had heard from a local septage hauler that the new facility is working smoothly. He said he would like to see haulers be allowed to bring septage from towns beyond Milford and Wilton as soon as possible. Chairman Courage and Vice-Chairman White are also in favor of this. Director Boucher said the DES recommended he research whether haulers didn't possess prior agreements with other towns, adding that Merrimack does not accept septage from other towns. Milford would charge haulers a slightly higher cost for bringing septage from towns other than Milford and Wilton. Mr. Boucher said he will be in contact with the EPA in January. Mr. Putnam inquired of the heating system. So far it is working properly.

2014 Water Utilities Budget – A 2014 Water Utilities budget review work session will be held on Thursday, December 19th, at 1:00 p.m., with a follow-up meeting for approval to be held on Monday, December 23rd at 4:00 p.m. Meeting notices will be distributed.

West Elm Street Extension RFP Submission Review – Mr. Boucher explained the differences between the bidders. T. F. Moran was the apparent low bidder. Information to determine that all bidders had submitted pricing based on the same levels had been reviewed. Mr. Boucher explained no funds had been budgeted for such a project. Water Department Capital Reserve Funds could be utilized. Vice-Chairman White said he is frequently approached by Elm Street businesses and asked to promote a water main extension along Elm Street toward Wilton. He inquired of interest in drafting a warrant article, and said a betterment fee schedule may be pursued. Chairman Courage questioned the return on the townspeople's investment and suggested approaching the Milford Board of Selectmen regarding their interest in putting this topic before the voters as a warrant article, to see if the town as a whole would be interested in extending the Elm Street water main for a limited customer base. Vice-Chairman White said he would appreciate the opportunity to promote this, adding that time is of the essence to discuss with the Selectmen. He strongly feels this is a win-win situation for the future. Commissioner Putnam said the Board of Selectmen had discussed several issues with large expenses during last night's meeting and felt the Water and Sewer Commissioners would know on the 23rd whether the Milford Selectmen would be interested in pursuing the matter at town meeting. Mr. White said he would discuss the betterment fee approach with Mr. Bill Parker, Director of Community Development. Mr. Boucher

will contact Ms. Tina Philbrick, Executive Assistant to schedule a meeting time for the next Board of Selectmen's agenda.

Pennichuck Water Works Correspondence – PUC Order No. 25,598 – No action is required at this time. Mr. Boucher distributed the December 4, 2013 correspondence received. Chairman Courage said the temporary rate increase approved by the PUC for Pennichuck water users is minimal.

Activities Report – Reviewed by the commissioners. Mr. White explained the longstanding legal matters to separate the residential water line shared between an Amherst and Milford property on North Street is in the process of being resolved by the parties involved.

Miscellaneous Project Updates – Director Boucher distributed the financial reports received from Director Jack Sheehy. He stated that DES state revolving funding for Dram Cup at a rate of 1.7% for 10 years has been granted and will be a warrant article at the March town meeting. Vice-Chairman White inquired about storing the Freightliner truck under cover. Mr. Boucher apprised the commissioners of the most recent discussions regarding hauling compost from the Milford facility. Per trip pricing discussions will be pursued, versus an hourly rate.

Future Appointments/Meetings:

The next Water and Wastewater Commissioners' meeting will be a budget work session held at 1:00 p.m. on Thursday, December 19th. The next regular Commissioners' meeting will be Tuesday, January 7, 2014 at the Water Utilities Department, 564 Nashua Street.

Adjournment:

Chairman Courage made the motion to adjourn the meeting at 7:27 p.m. Commissioner Putnam seconded the motion. All voted in favor.

Robert E. Courage, Chairman

Date

Dale A. White, Vice-Chairman

Date

Michael E. Putnam, Commissioner

Date