

**Water/Wastewater Commissioners’
Meeting Minutes
December 20, 2011**

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

Call to Order:

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

Appointments:

Chairman Courage welcomed Mr. Rene LaBranche, Stantec Consulting, and Fire Chief Jack Kelley, and explained the history of the Milford Water System, including retirement of the Prospect Water Storage Tank if certain improvements to the water distribution system were made, the repair estimate provided by the Merithew Company was in the amount of \$427,000, capital improvement funding for a new tank had been established but not pursued, the addition of the Ledgewood booster system, and the determination by engineering consultants through a computer model determined that the Ledgewood booster system could meet the water needs in the Prospect Tank vicinity of the distribution system. Mr. LaBranche referred to engineering maps of the water distribution system to explain details how the Prospect Tank can be taken off-line without reducing fire flow and without adversely affecting the available water storage, and that approximately 2 million gallons of recommended storage is available. Chief Kelley ascertained that the Town’s ISO rating would not be jeopardized. Chairman Courage said that fire flows proved the computer model information to be reasonably correct. Mr. LaBranche said that additional review is needed but the preliminary results look good. Neighborhood tank demolition constraints and removal/transportation costs were discussed. Mr. Jim Young, the Water Department Operations Foreman, was present to help address the commissioners’ questions and explain back-up scenarios in the event of a fire flow pump failure. Vicinity water main ages and flow capacities were discussed. Mr. LaBranche explained that the ISO desires updated information every five years. Mr. Courage said Prospect Tank had been drained, cleaned and painted during the 1990s, but that attention to this tank has fallen behind. It is important to not jeopardize water quality should the tank paint begin chipping and/or rusting, as stated in the Merithew report. Mr. LaBranche said the tank repair costs should be weighed against tank replacement, and with water line upgrade costs. Mr. Young said that Holland Tank was built in order to take Prospect Tank off-line. Chief Kelley said he has no fire protection concerns; he said no problems are foreseen as the water distribution system should continue to be sufficiently served. Regarding future growth of the water system, Chairman Courage said that Pennichuck Water is currently responsible for serving the water needs higher than the 390 elevation, which includes most developments in the southern and northern sections of Milford, but in that agreement with Pennichuck there is an open-ended provision that would allow Milford to serve customers above the 390 elevation mark if that is preferred. The commissioners agreed that no decision is needed this evening, as the presentation was to present options and scenarios to take the Prospect Tank off-line. Superintendent Boucher said one of the benefits is the increased water turnover in the

other tanks. Vice-Chairman Putnam said he recommends upgrades to the water main on Beech and Smith Street to 8" before the Prospect Tank is considered to be taken off-line. Commissioner White said that this topic and report can be discussed again. The commissioners thanked Mr. LaBranche, Chief Kelley, and Mr. Young for attending tonight's meeting and Stantec's detailed report.

Decisions:

Approval of Final Minutes – Chairman Courage made the motion to table the minutes of the meetings held November 22 and December 7, 2011 until the next meeting. Vice-Chairman Putnam seconded the motion. All voted in favor.

Septage Receiving Facility Project Update – Superintendent Boucher apprised the commissioners of the most recent activities, which included leak detection/repair activities, draining tanks, dismantling the platforms, selecting the doors, windows and grout color, etc. He explained the block schedule delay is the result of the company's relocation from Keene to Lebanon. The CMU is scheduled to be installed January 17, 2012.

Curtis Well Field Update – Superintendent Boucher said he had spoken with Denis L. Maher yesterday and the motor has not been received yet and is not expected until the new year. When a start date is known, he will inform the commissioners. The date for the cleaning of Curtis Well #1 has yet to be scheduled. Woodard & Curran has resolved 3 of the 4 SCADA punch list items; everything else is working well. The panel locks have not yet been applied, but is a priority. Updated cost information received from Mr. Chris Berg, Wright-Pierce, was distributed.

Sewer Rate Study – Mrs. Jessica Hardwick explained the spreadsheets she prepared for the commissioners' review using 1869 cubic feet for the proposed 18% increase with similar town populations as Milford's using 2009 data provided by the NH DES. Upon discussion, Mrs. Hardwick said she would remove Wilton and replace with Laconia details. Superintendent Boucher said he would forward the spreadsheet details to Mr. Jack Sheehy, Director of Financial Operations for review and feedback. Chairman Courage said perhaps we could invite Mr. Sheehy to attend the public hearing, yet to be scheduled, to present his numbers.

Pennichuck Municipalization – Upon review of the 2011 legal expenses incurred as the Pennichuck sale to the City of Nashua has progressed, it was agreed that Superintendent Boucher would seek the advice of Attorney Drescher as to how much longer the expenses may be expected to continue and what is Milford's involvement with the proceedings. Future invoices may require questioning.

2012 Budget – Superintendent Boucher said would have a packet of budget information available for Friday and that he will be meeting with his staff for input. There will be no warrant articles.

Discussion/Information Items:

Activity Report - Reviewed by Commissioners. Superintendent Boucher explained the circumstances and discussion following discovery of an unauthorized sewer connection.

Future Appointments/Meetings:

The next Water and Wastewater Commissioners' meeting will be held at 6:00 p.m. on Tuesday, January 3, 2012 at the Water Utilities Department, 564 Nashua Street.

Adjournment:

A motion to adjourn the meeting was made by Chairman Courage at 7:34 p.m. Vice-Chairman Putnam seconded the motion. All voted in favor.

Respectfully submitted,

Evelyn B. Gendron

Robert E. Courage, Chairman

Date

Michael E. Putnam, Vice-Chairman

Date

Dale A. White, Commissioner

Date