

**Water/Wastewater Commissioners’
Meeting Minutes
December 21, 2012**

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

Call to Order:

Chairman Courage called the meeting to order at 12:50 p.m.

Decisions:

Approval of Final Minutes – Vice-Chairman White made the motion to approve the minutes of the December 4, 2012 meeting as amended. Commissioner Putnam seconded the motion.

Notice of Award – Curtis Well Electrical Improvements – Superintendent Boucher said the bid opening held last week yielded the following results:

Ewing Electric:	\$119,700.00
Electrical Installations, Inc:	\$129,495.00
G. A. LaFlamme:	\$101,000.00

The low bidder was G. A. LaFlamme at \$101,000.00. Mr. Boucher presented the Notice of Award prepared by Wright-Pierce for approval by the commissioners. Chairman Courage asked how much was the originally estimated cost for the planned electrical improvements, prepared by Mr. Chris Berg, of Wright-Pierce. Mr. Boucher said \$110,000.00 including the contingency; \$90,000.00 was for the electrical improvements and \$20,000.00 was for the instrumentation improvements. Chairman Courage said G. A. LaFlamme’s bid was under budget and asked for discussion. Vice-Chairman White made the motion to approve the bid submitted by G. A. LaFlamme Electric in the amount of \$101,000.00. Commissioner Putnam seconded the motion. All voted in favor. Chairman Courage signed the Notice of Award prepared by Wright-Pierce dated December 14, 2012.

Appointments:

Truck 36 Bid Opening. At 1:00 p.m., Chairman Courage opened the two bids received, as follows:

Liberty International: \$88,220.00, base bid + \$450.00 for the pneumatic tail gate actuator

Freightliner: \$84,836.00, base bid + \$450.00 for the pneumatic tail gate actuator

Vice-Chairman White asked what the price had been from Donovan for the truck body. Superintendent Boucher said \$5,920.00. Vice-Chairman White said it is important that Superintendent Boucher compare each specification detail identified and that he confirm the total cost to convert the truck body, so that the “apparent” low bidder is the same as the “actual” low bidder. Superintendent Boucher will review the bids closely so that the commissioners may make a decision. Chairman Courage asked if he had scheduled an appointment with the Budget Committee. Superintendent Boucher said no, he hadn’t been contacted yet. The commissioners and Mr. Boucher will meet on January 8th to discuss the 2013 Water Utilities budget, and the Truck 36 expenses will be discussed further.

Discussion/Information Items:

Curtis Well – Project Update – Mr. Boucher said that G.A. LaFlamme had told him that if chosen as the successful bidder, they would begin this project within three to four weeks, including ordering the VFD through Square D. In the meantime, the groundwork will be prepped and Mr. Jim Young, Water Department Foreman, has ordered steel elbows to assure strength to accommodate the conduit. PVC will be used for the regular communication lines. DigSmart of Maine had been arranged by Mr. Chris Berg, Wright-Pierce, and the cost appears high. Since Wright-Pierce had arranged DigSmart’s services previously for work done at Curtis Well, Mr. Boucher will inquire about the cost. Vice-Chairman White said for future project considerations, he would like to suggest TMD as a reliable company with whom he has done business.

Septage Receiving Facility – Project Update – Superintendent Boucher said Disbursement Request #9, for Pay Requisition #11, has been signed and sent to the NH DES. Mr. Rene LaBranche, Stantec Consulting, will forward an updated financial accounting including retainage prior to the next commissioner’s meeting, as the end of this project is near. The equipment continues to work. Lakeside representatives were on-site due to a leak at the lower bearing which holds the packing in the Lakeside unit. The leak increased after the packing was replaced by Lakeside and they determined that the bearing may have been mis-formed at the factory, which they will replace. Besides owing Milford the Operations and Maintenance manual, there are three things to be accomplished by Weston & Sampson representatives: bring in heavy equipment to drain the unit and remove the sand since excessive water is coming out at the bearing when the lower auger operates, change the temporary Town water connection to a permanent water line connection now that the backflow preventer has been rebuilt, and move the outside cabinet. Vice-Chairman White said he would expect warranties will cover these equipment corrections.

Switchgear – Bid Opening Results & Project Update – Mr. Boucher said Electrical Installations, at \$194,035.00, was the low bidder during the bid opening held at the Water Utilities Department on December 14th at 2:00. The bid results were as follows:

Electrical Installations:	\$194,035.00
Ewing Electric	\$272,000.00

Mr. Boucher noted that the internal transformer currently in use runs hot and must be replaced, Milford's Building Inspector recently determined new doors must be installed, and that the temporary power will come at a high cost to accommodate the new switchgear technology (yet to be installed) due to needed built-in processors and breaker rating sensors recommended to be used with ArcFlash. Commissioner Putnam asked whether the transformer is owned by Milford or Public Service. Mr. Boucher confirmed that Milford owns the smaller, internal transformer that needs replacement. Mr. Boucher said, compared to the \$101,000.00 cost of the Curtis Well bid, this \$194,000.00 switchgear project cost may not be unrealistic. Vice-Chairman White initiated discussion, questioning whether the engineer demonstrated sufficient effort when this project was put out to bid. He noted the original engineering estimate was approximately \$125,000, a considerable disparity with the \$194,000 low project bid, as well as his dissatisfaction in being unsuccessful in finding a website for Ewing Electric. He said the Electrical Installation website was extremely informative and gave him confidence that Electrical Installation has the expertise and experience to execute the level of work Milford requires. He said there must be more than two companies in 2012, in this Boston/New England area, qualified to submit project bids to Milford. He cited the effort regarding Milford's proposed ambulance building is to the level of holding a job fair, for all contractors to review the project specification and to submit bids. For the Water Utilities Department to receive only two bids, and only five companies received bid invitations, is to say that not enough effort has been put forth, and he recommends the engineer rebid this project. Mr. Boucher asked if the bid requirements should be lessened so that more companies might bid. Mr. White said that every almost every NH town has a wastewater treatment facility and he cannot believe there are only two electrical companies qualified and/or interested to submit a bid to Milford, and if SMR Design can only find two qualified companies, they shouldn't be the engineering firm overseeing this project. Mr. White said to Mr. Boucher there has to be more than two companies qualified and capable of doing this work. Commissioner Putnam asked who had established the qualifications. Mr. Boucher said it was mutually agreed that companies with previous related experience would be considered and that Interstate Electric, selected to receive a prequalification package, did not come on-site to investigate the project or respond, and that Gemini responded that they could fulfill the project with two shifts over two 24-hour days of labor, which Milford felt no company could complete the entire project scope in that short of a turn-around time. Mr. Boucher said that if the project were to be rebid, the ArcFlash "completion" component could be eliminated, and be replaced with a "future-connection capability" as a project requirement, and that he did not know how much of a financial savings such a change may bring, and estimated approximately \$5,000.00. Chairman Courage said capital reserve funds are available for this switchgear project and said he agrees there should be more than two bidders. He said he is not qualified to say whether the overall project specifications are "overkill" or minimal, and likened the process to purchasing a vehicle: do you seek a Cadillac when you only "need" a Subaru, and where does the price factor against "need". He said if Milford needs everything specified, then Milford should receive all that is specified. Mr. Boucher said that the engineer is not opposed to sending the bidding specifications to other companies. Chairman Courage asked what had been added into the engineer's scope of work since the original estimate of \$125,000.

Water/Wastewater Commissioner Meeting Minutes
December 21, 2012

Mr. Boucher said new bids include the transformer, the pad work for egress purposes, fire-rated doors with panic bars, ArcFlash, and the cabinet. Chairman Courage said a rebid would confirm the two bids received are the best possible prices at this time. Commissioner Putnam agreed, adding that he would like to see Milford have the new ArcFlash technology. Chairman Courage made the motion to reject the two bids received and to instruct SMR Design to rebid the project to additional qualified companies to ensure Milford's wastewater treatment facility runs 24/7 without a glitch, similar to a hospital running 24/7 with an automatic transfer to back-up power. Commissioner Putnam seconded the motion. All voted in favor. Mr. Boucher will contact Mr. Sadeigh Radvar and expects this project could be rebid by early January and discussed again during the January 22 commissioners' meeting.

Kokko and Keyes Well Decommissioning – Mr. Boucher said he received a phone call from Capitol Well saying the NH DES had refused the waiver application to add pea stone and a bentonite cement mixture, which would change the pH underground, thereby Capitol Well's cost is anticipated to double. Mr. Boucher contacted Mr. Rick Schofield at the DES to ask why the waiver application wasn't acceptable and was told because there was no representative at the NH DES meeting to address their questions and because the EPA should weigh in on the decision, since the Keyes Well is a superfund site and both wells are identified by EPA numbers. Mr. Boucher had countered that there was a "no further action" decision previously from the DES regarding the Kokko Well and the additional cost shouldn't be borne by Milford to decommission it. The NH DES suggested Mr. Boucher contact General Electric directly to cover the cost of the bentonite cement mixture. Mr. Boucher said he has requested the new cost from Capitol Well due to not being granted the waiver. Vice-Chairman White said bentonite cement is not very costly and questioned how Capitol Well identified his process/costs.

Activities Report – The Commissioners reviewed the report without comments.

Miscellaneous Water Utilities Department Project Updates – Mr. Boucher obtained the key to allow sampling at the NPC well sites by ChemServe. Chairman Courage asked if sampling has occurred at the observation wells, now that they are in. Mr. Boucher said not yet. Mr. Courage said once the sampling has been done, Mr. Gary Smith of Wright-Pierce should be asked to prepare a report since the long-term pumping was completed and the test well results, so that he and Milford reps can schedule and attend a meeting with the NH DES to find out where we are with the state before spending additional funds if the DES is not in agreement with our direction based on results to date. Commissioner Putnam and Vice-Chairman White agreed. Chairman Courage asked if there was anything new on the Dram Cup Tank repair. Mr. Boucher said he not heard back from Mr. Joe Manzi. He is expecting a quote from Underwater Solutions since Dram Cup is due for an inspection next year, and will seek a quote from NatGun as well. Mr. Boucher will forward the contact info for the two companies to Chairman Courage. Vice-Chairman White inquired about payment for past-due invoices, the Appropriation Report unencumbered funds, overlay pavement needed along the access road, and water billing payments received.

Non-Public Session (RSA 91A:3 II (d) Land). Chairman Courage moved to enter into Non-Public Session at 2:04 p.m. in accordance with RSA 91:A3 II (d). Commissioner Putnam seconded the motion; all voted in favor. At 2:14 BC Commiss Putnam seconded No announcements.

Future Appointments/Meetings:

The next Water and Wastewater Commissioners' meeting will be held at 6:00 p.m. on Tuesday, January 8, 2013 at the Water Utilities Department, 564 Nashua Street.

Adjournment:

Chairman Courage made the motion to adjourn the meeting at 2:15 p.m. Vice-Chairman White seconded the motion. All voted in favor.

Dale A. White, Vice-Chairman

Date

Michael E. Putnam, Commissioner

Date

Robert E. Courage, Chairman

Date