

**Milford Water/Wastewater Commissioners’  
Meeting Minutes  
August 16, 2016**

Present: Robert E. Courage, Chairman  
Michael E. Putnam, Vice-Chairman  
Dale A. White, Commissioner  
David Boucher, Director  
Dave Bosquet, Videographer

**Call to Order**

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

**Press and Public Comments** – None

**Appointments** – Mr. Paul Dargie and Mr. Bob Marquis, Milford School District, expressed concerns for maintaining the 100 West Street sport fields during drought conditions after receiving notification that the commissioners had approved instituting a May – October annual Odd/Even Day Lawn Watering Conservation Program for all Milford water customers effective July 19, 2016. Milford High School fields used for activities and athletic events were plumbed with one controller for 29 zones for the irrigation system. The school is unable to irrigate the fields due to regularly scheduled student athletic usage until 7:30 p.m., which conflicts with the water conservation program hours of 5pm – 8pm and the school’s grounds maintenance team wants to avoid mildew/fungus concerns associated with night time field irrigation. The commissioners inquired of the irrigation system’s gallons-per-minute, per head capacity. Mr. Marquis will request Mr. Bill Cooper, MHS Buildings and Grounds Department Director, to provide Mr. Boucher with this information. Quarterly water meter readings can be reviewed. Commissioner White, knowledgeable of the school’s irrigation system configuration, conceded that despite the many irrigation zones involved, there is not a significant amount of water flow per irrigation head as compared to that of a golf course. Thousands of taxpayer dollars have been invested in the school’s track, fields and irrigation system. Mr. Boucher has conferred with local municipalities regarding their water restriction programs. Mr. Boucher and Vice-Chairman Putnam emphasized that having established the water conservation program schedule of three morning hours and three evening hours daily should balance peak hours of water consumption among all Milford water system customers while maintaining a sufficient water reserve for fire protection, as well as avoid prohibiting outside lawn watering for routine reasons. Having this water conservation program in place annually between May and October should proactively keep Milford’s water distribution system ahead of Milford’s growing population needs. Chairman Courage pointed out that in hot, dry seasons such as this spring and summer, the demand for water spikes upward, exceeding what can be delivered. Milford has a back-up water supply, an inter- municipal connection, with Nashua’s Pennichuck water system, which is exercised when Milford’s water demands exceed the level that the Milford Curtis Wells may safely deliver and when the Curtis Well pumps require maintenance or should be temporarily rested. The Pennichuck water agreement allows Milford to purchase up to two million gallons of water daily, providing Nashua’s circumstances allow for water to be made available to Milford’s water distribution system. As of this meeting, Nashua had not issued outside water use restrictions. Mr. Putnam advised that Milford continues to seek additional well and water storage tank sites. Upon motion made by Vice-

Chairman Putnam and seconded by Commissioner White, it was unanimously voted 3/0 to approve Milford High School increasing field irrigation to 10 minutes per field irrigation zone for a total of five hours per day, between 3:00 a.m. and 8:00 a.m. as part of Milford's even/odd water conservation program during May – October, annually.

### **Decisions/Approvals**

Approval of Minutes – Upon motion made by Vice-Chairman Putnam and seconded by Chairman Courage, it was voted 2/0 to approve the minutes of the August 2, 2016 commissioners meeting as presented. Commissioner White abstained due to not having been present during the full meeting of August 2<sup>nd</sup>.

### **Decisions/Approvals Items not on the Agenda**

Director Boucher distributed the U.V. Disinfection Upgrade Change Order #1 with an issue date of August 5, 2016 prepared/signed by the Penta Corporation, signed by Underwood Engineers, and is submitted for the Board's approval this evening. Mr. Boucher expanded upon his distributed Director's Notes and addressed the commissioners' project progress inquiries. The commissioners received Mr. Boucher's change order #1 notes/justification as follows:

- Provide electrical conduit and wiring bypass for new flume structure as per ESI #1A.
- Test Pit for relocated wye and valves.
- Provide electrical improvements at the Main Pumping Station for Generator Connection per ESI #1A.
- Increase the contract time for substantial completion by 47 days and final completion time by 47 days at no additional cost.
  - a) New Substantial Completion Date: Oct. 25<sup>th</sup>
  - b) New Final Completion Date: Nov. 24<sup>th</sup>

Director Boucher said the current amount of change order #1 is \$52,877.04 and more of this project will be reflected in change order #2. The rest of the project will include a small amount of paving after installation of the 24" pipe, and completing the controls on the main pump station exterior, at time and materials. The project pace has picked up and many parts have been received since the meeting held on August 10<sup>th</sup>. Director Boucher is overseeing the budgeted project expenses and expects all to be completed as targeted.

Chairman Courage signed six copies of the U.V. Disinfection Upgrade Change Order #1 as presented in the amount of \$52,877.04. Mr. Boucher said Change Order #2 will be the remainder of the project, noting that the paving and finish costs will be billed as time and materials.

Upon a motion by Chairman Courage, seconded by Vice-Chairman Putnam, the commissioners approved Mr. Boucher's request to utilize accrued vacation between Friday, August 19 and Monday, August 29. All voted in favor.

Director Boucher explained plans for the Salt Creek Properties project on South Street is to extend the main on to the new development site, tying into the existing 10” main. The proposed pipe material was not in the original design. The new design would benefit the town with future plans to extend the 12” main northward toward Lincoln Street. Plan details were distributed to the commissioners for review. It would be a benefit to the Town if the Water Utilities Department provided only the materials for highlighted plan areas, to be delivered by HD Supply at a quoted price of pipe material of \$4,591.24.

Commissioner White stated for the record that the Leighton A. White Company had bid the water line project for Steve Desmarais for Salt Creek Properties. Due to development schedule adjustments made on the property resulting in Salt Creek Properties’ ability to perform the water line project work themselves which had been previously put out to bid, the Leighton A. White Company will not be performing the project work as had been submitted through the bid process. Mr. White wanted to be clear that had the Leighton A. White Company involvement with the Salt Creek Properties water line project, he would abstain from voting. Pipe and gate box discussions followed. Upon motion made by Vice-Chairman Putnam, seconded by Commissioner White, the commissioners approved Director Boucher to appropriate \$4,591.24 for materials to extend the water main as recommended relative to the Salt Creek Properties development plans. All voted in favor. Test pits will be conducted in search of an 8” water line at Map 35, Lot 4 as time allows. Project pre-construction meetings will be scheduled; as-built drawings will be submitted to the Water Utilities Department.

### **Discussion/Information Items**

HVAC Project Update – Mr. Boucher awaits results of today’s punch-list inspection and that J. Lawrence Hall will return during colder weather to complete the fall/winter weather punch list items.

Ultra-Violet Disinfection Project Update – Electrical Installations has been on-site all week wiring conduit inside the building. Sherwin-Williams verified correct adherence of the first coat; the second coat will be applied in the channel. The Parshall Flume foundation floor work will continue through Friday. Wall rebar is being installed. The 24” discharge pipe ductwork will begin next week, followed by flow by-pass testing.

Activities Report – Distributed to the commissioners for review. Mr. Boucher addressed the commissioners’ inquiries. The Water Utilities’ work in conjunction with the DOT project on West Elm is not yet complete.

Miscellaneous Project Updates – The Water Department crew is inspecting South Street curb and gate box repairs. Hutchinson Point road utility installation inspection is complete. The on-site utility work is not scheduled yet. Sewer crew is planning to install a short length of pipe out of new manhole structure on the east side of Mont Vernon Street prior to the paving work. Kincaid will begin water truck repairs this week.

**RSA 91-A:3, II(d) Land** At 6:59 p.m., upon motion by Commissioner White motion, seconded by Vice-Chairman Putnam, the commissioners entered into non-public session for the purpose of discussing land. All voted in favor.

**Adjournment:** At 7:24 p.m. Chairman Courage made the motion to adjourn the meeting, seconded by Vice-Chairman Putnam. All voted in favor.

**Future Appointments/Meetings:** **Tuesday, August 30, 2016 at 6:00 p.m.** The Commissioners' meeting will be held at the Water Utilities Department, 564 Nashua Street.

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Robert E. Courage, Chairman

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Date

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Michael E. Putnam, Vice-Chairman

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Date

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Dale A. White, Commissioner

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Date