

## **Milford Water/Wastewater Commissioners' Meeting Minutes** **August 7, 2023**

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**Meeting ID: 816 3335 8881**  
**Passcode: 310166**

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Present: **Dale White**, Chairman, **Robert Courage**, Vice-Chairman, **Hunter Philbrick**, Commissioner, **James Pouliot**, Director, **Evelyn Gendron**, Recording Secretary, **Laura Scott**, Recording Secretary.

**Call to Order & Introductions** Chairman White called this meeting to order at 11:04 a.m.

### **Decisions & Approvals**

**BOC Meeting Minutes – 7/10/2023 and 7/11/2023 Water Rate Public Hearing Meeting Minutes** Motion by Commissioner Philbrick, seconded by Vice-Chairman Courage, the 7/10/2023 meeting minutes and the 7/11/2023 public hearing meeting minutes was approved 3/0.

**Water Users Fee/Tax Collector's Warrant – July 2023** –Chairman White read the Tax Collector's Water Users Fee Warrant to collect the taxes in the matter of water users fees for the July 2023 Bill Commitment 230731 in the amount of \$141,917.86 and for the July 2023 Final Bills issued in the amount of \$4,420.68, the commissioners signed this warrant as presented.

**Sewer Users Fee/Tax Collector's Warrant – June 2023** –Chairman White read the Tax Collector's Sewer Users Fee Warrant to collect the taxes in the matter of sewer users fees for the July 2023 Bill Commitment 230731 in the amount of \$231,740.53 and for the July 2023 Final Bills issued in the amount of \$789.70, the commissioners signed this warrant as presented, **following the motion made by Vice-Chairman Courage, seconded by Commissioner Philbrick. Motion carried 3-0.**

**Sewer Abatement** – 98 Oak Street, N. Schooley  
**Motion by Chairman White, seconded by Vice-Chairman Courage, the sewer abatement in the amount of \$105.68 was unanimously approved 3/0, as presented, on a one-time exception basis for lawn care. The amount of usage abated is 1,525 cubic feet.**

**Water/Sewer Abatement** – 18 Spruce Street, P. Desrosiers  
**Motion by Vice-Chairman Courage, seconded by Commissioner Philbrick, 40% of the water and sewer abatement totaling \$207.14 was unanimously approved 3/0, as presented due to financial hardship/faulty toilet. The amount of usage abated is 2,151 cubic feet.**

**Water/Sewer Interest Waiver** – 26 Melendy Road, Leisure Acres (LAMHP Associates c/o The Stable Companies) **Motion by Vice-Chairman Courage, seconded by Commissioner Philbrick, the water and sewer interest waiver approval form totaling \$99.75 was unanimously approved 3/0.**

### **Discussion & Information Items**

#### **WUD Policy**

The board has asked Director Pouliot to review the current handbook policies and flag any issues, and to bring back to the board. Director Pouliot asked to have 2 months to do this work because of budget season, and the BOC agreed to the 2 months for this. Chairman White suggested being a part of a selectman's budget work session to talk about road infrastructure and increasing the 400,000-paving budget to a more sustainable level for the size town that Milford is.

#### **Crew Updates**

Director Pouliot mentioned the water crew for work at Olive and Laurel St has been started. Day to day crew is out weed whacking, clearing trees around hydrants and powerlines and also painting fire hydrants. The VFD on well 1 at Curtis Well was down due to age and has been replaced. Director Pouliot let the BOC know that they were in the process of replacing the other 2 VFD but have been waiting for 3 months for the new ones to arrive.

#### **Collections (Lining, Manhole Rehab)**

Director Pouliot presented 4 roads to be lined this fall, the BOC was in agreement on those decisions, then Director Pouliot said, we should start doing AC pipe once all the VC pipe was lined, the BOC was in agreement.

#### **Sanitary Survey Report**

DES is happy with the Milford Water Utilities Sanitary Survey-NHDES Report.

#### **Scarborough Lane Compliance**

Hitchners and Alene Candles lines have been flushed and opened, WUD still needs to disconnect the cross connection in the street and remove the guts of the check valves at either end of the street. Director Pouliot told the BOD once we are done with the water main, we will be getting a crew over there.

#### **Mayflower Tank Rehab Complete**

The tank has been completely rehabilitated and is back up and running.

#### **Construction Regs** – Reviewed by Vice-Chairman Courage a few weeks earlier.

Director Pouliot is waiting for cut sheets from Underwood Engineers so a vote can be made on the completed documents.

SAG Grant Acceptance – Director Pouliot distributed preliminary information for this 2026 issue, mentioning that grants would be factored in.

Hoyle, Tanner, and Associates' Major Wastewater Upgrade Project Progress – In response to Vice-Chairman Courage's inquiry, Director Pouliot reported HTA is working on the 30% design phase and bids should be distributed in December for design and the booster water pump station. Regarding the ARPA funds for the booster station, Chairman White noted that during the previous meeting the parties involved were thanked. Waiting to hear back from state loans and State Aid Grant (SAG Grant) for the big project. Finance will be responsible once we get approved and will start work in 2026. Director Pouliot gave balance and audit information, stated the utility portion of the audit would be done in the upcoming weeks.

Appropriation/Revenue/Fund Balance Reports – Financial reports were distributed for the Board's review. Director Pouliot requested that Well 1 rehab be added to the budget for next year. Vice Chair Courage wanted to see a valve turning machine added to the budget, price range was estimated at \$60-\$70,000. Director Pouliot said he would get some prices for it.

**Adjournment** – At 11:53 a.m., upon motion by Commissioner Philbrick, seconded by Vice-Chairman Courage, the meeting was unanimously adjourned by the 3/0 vote.

**Future Meeting** – 11:00 a.m. Monday, August 21, 2023: Board of Commissioners' meeting, at the Water Utilities Department, 564 Nashua Street

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Dale White, Chairman

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Date

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Robert Courage, Vice-Chairman

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Date

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Hunter Philbrick, Commissioner

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Date