

## **Milford Water/Wastewater Commissioners' Meeting Minutes** **June 16, 2025**

Connect to each future, livestreamed Board of Commissioners' meeting via:

<https://us02web.zoom.us/j/81633358881?pwd=cVFucFFXQTh1emcrTnR5ME9hSGYyQT09>

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

View recorded Board meetings: <http://gtm.milford.nh.gov/CablecastPublicSite/?channel=2>

Present: **Hunter Philbrick**, Vice-Chairman, **Eric Knott**, Commissioner, **James Pouliot**, Director, **Jodie Gaffney**, Administrative Assistant.

**Call to Order & Introductions** Vice-Chairman Philbrick called this meeting to order at 11:10 a.m.

**Press and Public Comments** none

### **Decisions & Approvals**

**BOC Meeting Minutes – 06/02/25-** Upon motion by Vice-Chairman Philbrick, seconded by Commissioner Knott, the 06/02/25 meeting minutes were unanimously approved 2/0, as presented, by the 2:0 roll call

**Hunter Philbrick:** announced “Aye”  
**Eric Knott:** announced “Aye”

**Water Users Fee/Tax Collector's Warrant – May 2025** – After Vice-Chairman Philbrick read the Tax Collector's Water Users Fee Warrant to collect the taxes in the matter of water user's fees for May 2025 Bill Commitment 250530 in the amount of \$239,334.24 and for the May 2025 Final Bills issued in the amount of \$1869.67, the commissioners signed this warrant as presented.

**Sewer Users Fee/Tax Collector's Warrant- May 2025** – After Vice-Chairman Philbrick read the Tax Collector's Sewer Users Fee Warrant to collect the taxes in the matter of sewer user's fees for May 2025 Bill Commitment 250530 in the amount of \$236,572.77 and for the May 2025 Final Bills issued in the amount of \$2695.38, the commissioners signed this warrant as presented.

### **Discussion & Information Items**

**Budget, Financials** – The budget was presented, less Health & Insurance costs, discussed bonds and projects finished this year; 2-3 will fall off this year, and 4 next year. Director Pouliot suggests going for a bond next year for the Valhalla/Ridgefield project. The Interest we have earned year to date is \$34,974.00

Water/Wastewater Commissioner Meeting Minutes  
June 16, 2025

We have had more than normal water breaks and services needed this year. Unanticipated spending on well pump and motors needing replacement, and A/C Unit at WUD.

Handbook, 2<sup>nd</sup> draft- A 2<sup>nd</sup> draft was presented, with a few changes recommended by Director Pouliot.

Audit Discussion- Discussed with financials.

Crew Updates- Water Crew is waiting on Monson Place easement, holding off on Cherry & Ash Streets this year. Wastewater crew scrapped metal from the clarifiers and are re-landscaping, and setting up temp generators. The RV & Septage building will be closed for 2 days (June 16<sup>th</sup> & 17<sup>th</sup>) due to construction.

Project Updates- Nutrient Upgrade: Crews are putting in electrical duct bank, finishing yard piping, and starting foundation in about a month. We are almost finished with the Conveyor Upgrade, and working on finishing touches at Pennichuck Pump Station. Director Pouliot stated that we should have proposals this week for the Nashua Street water main project. A quote from ISCO on the Valhalla/Ridgefield Drive project cost of materials was presented as \$175,537.00. This would be for next years warrant article. Director Pouliot stated that we should purchase our own materials for lower costs.

Adjournment – **At 12:30 p.m. upon motion by Vice-Chairman Philbrick, seconded by Commissioner Knott, the meeting was unanimously adjourned by the 2/0 vote.**

**Hunter Philbrick:**     **announced “Aye”**  
**Eric Knott:**           **announced “Aye”**

**Future Meeting** – 11:00 a.m. Monday, June 30th, 2025: Board of Commissioners’ meeting, at the Water Utilities Department, 564 Nashua Street.

\_\_\_\_\_  
Dale White, Chairman

\_\_\_\_\_  
Date

\_\_\_\_\_  
Hunter Philbrick, Vice-Chairman

\_\_\_\_\_  
Date

\_\_\_\_\_  
Eric Knott, Commissioner

\_\_\_\_\_  
Date