

Milford Water/Wastewater Commissioners'
Meeting Minutes
November 28, 2017

Present: Robert E. Courage, Chairman
Michael E. Putnam, Vice-Chairman
Dale A. White, Commissioner
David Boucher, Director
Evelyn Gendron, Recording Secretary
Mitchell Hemmer, Videographer

Call to Order & Introductions – Chairman Courage called the meeting to order at 6:00 p.m.

Appointment – 2018 DPW Paving Schedules

Town Administrator Mark Bender and DPW Director Rick Riendeau distributed and discussed the 2018 Milford Road Reconstruction Plan Estimate, which detailed “ahead” and “back” paving routes associated with Ponemah Hill Road, and Amherst, Clinton, South, Webster and Nashua Streets. In early December, Weston & Sampson will present the Water Utilities Department’s 10 Year Water Master Plan and Asset Management Plan, identifying a list of recommended, prioritized streets for scheduling/budgeting Water Department infrastructure improvements. The sole 2018 Water Utilities project being considered for a town meeting warrant article would be transferring the Clinton Street water main from a 6” main to become a 10” water main, currently an A/C pipe. After Town Administrator Bender provides the scheduled deadline for 2018 warrant articles, the commissioners will determine whether the necessary warrant article information can be submitted prior to the deadline.

As Water Utilities would like to plan for coordinating/cost sharing overlay paving costs with DPW for a 2018 King Street water main improvement project, discussion regarding DPW’s plans to hire/schedule paving contractor(s) and the possibility of involving nearby streets followed (i.e., George to Ford Streets). DPW expects some night shift work may be involved.

Water Utilities looks forward to updates to the 2018 Milford Road Reconstruction Plan Estimate’s paving routes as they develop during the winter season in order to be prepared in the spring with the underground water gates and sewer castings. As both DPW and WUD share the goal of minimizing disruptions to Milford streets, the two departments look forward to revisiting 2018 paving project discussions.

Appointment – Discussion of Potential Myrtle Street Sewer Extension

Ms. Andrea Kokko and Mr. Nate Ball were present this evening to ask preliminary questions relative to the municipal sewer service sketches provided by the Collection System Foreman regarding 11 Myrtle Street with respect to available options/sequence of steps to connect this downtown residence to the sewer system. Billings and Highland Streets are the nearest sewer lines. Ms. Kokko will investigate property deed details to determine whether an easement exists, and may consider the commission’s recommendation that an engineering cost estimate outlining distances and pipe connection sizes be sought. No decisions were required by the Commissioners this evening. Although a timeline was not

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discussed, the commissioners were not opposed to considering a future Myrtle Street water main extension

Decisions/Approvals

Approval of Meeting Minutes – 11/14/17

Upon motion made by Vice-Chairman Putnam, seconded by Commissioner White, it was unanimously voted 3/0 to approve the minutes of the November 14, 2017 commissioners' meeting as presented.

Rotary Lobe Pump Expense - Trustee Check Request (Sewer)

- As the cost of a replacement sludge pump was unbudgeted, a smaller sized, 155 GPM, 7.5 HP pump was purchased, at a cost of \$11,950.00, utilizing sewer account #77302-574000.
- Upon motion made by Commissioner White, seconded by Vice-Chairman Putnam, it was unanimously voted 3/0 to approve the transfer of \$11,950.00 from the sewer capital reserve fund to offset the amount over-expended from the sewer budget for the purchase of a Borger Rotary Lobe Sludge Pump replacement pump at the Wastewater Treatment Facility. The signed check request will be submitted in anticipation of the next Trustees Meeting.

Discussion/Information Items

Water Exploration Project Update (Emery & Garrett Groundwater Investigations)

- Chairman Courage, Director Boucher and two EGGI representatives visited several Milford locations to discuss test results of previous well exploration activities.
- Director Boucher will contact Maher Services to obtain 2005 Brox Property logs detailing water exploration activities/results with the goal of providing those historical water test results with EGGI.
- EGGI will soon send recommendations for continuing water exploration activities beyond a 400 foot radius of neighbors and contamination risks.

10 Year Water Master Plan & Rate Study – Update (Weston & Sampson)

- W & S's water model results are complete. A public hearing will be scheduled/advertised for 1:00 p.m. on Wednesday, December 13 at the Water Utilities Department, per requirements of the asset management grant funding program in order to develop a level of service statement.
- At the December 13th public hearing, W & S will outline/prioritize areas within Milford with deficient water mains to facilitate future Water Department project planning.

WWTF Emergency Generator Project – Update (Underwood Engineers)

- The old generator has been removed and shipped.
- The day tank will be removed; the belly tank beneath the generator will be used, it meets building codes. An NH DES rep, Chuck Corliss was on-site and agrees with WUD's plans.
- The new generator is in place and will be tested November 30th.
- The exhaust system and wiring will be accomplished November 29th.
- M.B. Maintenance was on-site for the plumbing.
- Fire suppression parts will be ordered.
- The new generator should be on-line as of Friday, December 1.

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2018 Budget

- Very little to discuss this evening, as Director Boucher just received the first draft print out.
- Sewer project bond details previously requested by the Wilton Sewer Commissioners will be updated and provided.

Activities Report

- At the commissioners' request, Director Boucher will inspect whether a South Street manhole partially concealed by a fence post would be at risk for being damaged by snow removal operations, and determine whether there are plans to grade and pave around the manhole.
- Photographs of the Water Department's new fiberglass truck body were distributed.

Radio / Antenna Replacement For this capital project of replacing radios/antennas, the two quotes received were compared: \$27,767.00 from Electrical Installations, Moultonboro, NH
\$28,609.00 from TCS, Salisbury, MA

Upon motion by Commissioner White, seconded by Chairman Courage, the commissioners unanimously voted 3/0 to approve the November 16, 2017 quotation to supply and install nine Esteem Radios submitted by Electrical Installation, Inc., in the amount of \$27,767.00, a station work bid lump sum price that includes updating the radio licenses. Mr. Boucher will schedule the ordering of the licenses (there is a four week waiting period), with work to be performed in January. Director Boucher reported that Water Foreman Jensen has been very involved with this

Non-Public Session RSA 91-A:3, II(a) Personnel At 7:37 p.m., Vice-Chairman Putnam made the motion to enter into non-public session for the purpose of discussing personnel. Commissioner White seconded the motion. Motion passed 3/0. At 8:15 p.m., the meeting returned to public with the announcement that the non-public session minutes were sealed while in non-public session.

Future Appointments/Meetings: Tuesday, December 12, 2017 at 6:00 p.m. held at the Water Utilities Department, 564 Nashua Street.

Adjournment The Board unanimously adjourned the meeting at 8:15 p.m.

Robert E. Courage, Chairman

Date

Michael E. Putnam, Vice-Chairman

Date

Dale A. White, Commissioner

Date