

Milford Water/Wastewater Commissioners' Meeting Minutes

July 18, 2022

Present at this meeting: Dale White, Chairman
Robert Courage, Vice-Chairman
James Pouliot, Director, Water Utilities Dept.
Evelyn Gendron, Recording Secretary
Not Present: Hunter Philbrick, Commissioner

Call to Order & Introductions

At 11:00 a.m., Chairman White called this meeting to order with introductions. Also in attendance today were Ms. Joanna Eckstrom, Chair, Wilton Sewer Commission, and Mr. Mike Thornton, Resident.

Press and Public Comments – none

Public Hearing: Sewer Use Ordinance

Chairman White called the Sewer Use Ordinance Public Hearing to order, inviting Director Pouliot to explain aspects of Milford's 2022 Sewer Use Ordinance (SUO) and the reason(s) for adopting the necessary updates. Mr. Pouliot explained that influent limitations for certain metals entering the Milford Wastewater Treatment Facility were studied 1-1/2 years ago, resulting in the need to update Milford discharge limitations for the (permitted) industrial pretreatment program (IPP) participants. Further, the 2008 sewer regulations have been revised, thereby lowering Milford's acceptable IPP parameters for discharged metals, including aluminum, copper and zinc. Industrial pretreatment program participants have been notified. The Wilton Sewer Commission will replace their 2022 Milford draft SUO with Milford's 2022 final version following its adoption by the Board. Mr. Pouliot addressed Wilton Chair Eckstrom's inquiry regarding Monadnock Water in Wilton, which does not require municipal IPP participation. The Milford Board was informed that Milford IPP inspection expenses are being recouped through invoices to the IPP participants. Director Pouliot will have the 2022 Sewer Use Ordinance uploaded to the Town of Milford website by the Granite Town Media staff. **Upon motion by Vice-Chairman Courage, seconded by Chairman White, the Milford 2022 Sewer Use Ordinance dated July 18, 2022 was unanimously adopted as presented by the 2/0 roll call vote as follows:**

Robert Courage: announced "aye"
Dale White: announced "aye"

Decisions and Approvals

BOC Meeting Minutes – 6/20/2022

Upon motion by Vice-Chairman Courage, seconded by Chairman White, the meeting minutes of 6/20/2022 was unanimously approved as presented by the 2/0 roll call vote as follows:

Robert Courage: announced "aye"
Dale White: announced "aye"

Water/Wastewater Commissioner Meeting Minutes
July 18, 2022

Water Users Fee/Tax Collector's Warrant – June 2022 – After Chairman White read the Tax Collector's Water Users Fee Warrant to collect the taxes in the matter of water users fees for the June 2022 Bill Commitment 220630 in the amount of \$67,711.87 and for the June 2022 Final Bills issued in the amount of \$1,419.77 the commissioners signed this warrant as presented.

Sewer Users Fee/Tax Collector's Warrant – June 2022 – After Chairman White read the Tax Collector's Sewer Users Fee Warrant to collect the taxes in the matter of sewer users fees for the June 2022 Bill Commitment 220630 in the amount of \$82,690.35 and for the June 2022 Final Bills issued in the amount of \$1,398.94 the commissioners signed this warrant as presented.

Discussion/Informational Items

F-250 Replacement Ideas – After Director Pouliot explained that the two previously ordered vehicles for the Water Utilities Department have not yet been built, he invited ideas from the Board. Following discussion, it was informally agreed to plan to:

- obtain a utility vehicle “gator” next year, costing approximately \$11K, which would be utilized in lieu of a “power wheel barrow”
- keep the F-350 another three or four years and to replace the dump body when continued rust warrants replacing the dump body

Scarborough Lane – Regarding the illegal cross connection coming from one Scarborough Lane business building into a municipal water main, Director Pouliot informed the Board that the valves are closed at both ends, the State is now involved, and September 28th is the established deadline for this company to present the plan to remediate the situation as well as the timeline to implement planned changes. To allow unrestricted flow on Scarborough Lane, Mr. Pouliot expects that each business involved would need to install a fire pump, thereby allowing for the illegal water main cross connections points to be disconnected, the check valves to be removed, and the valves to be opened. He noted that Hitchiner's has already installed their fire pump, as well as a jockey pump to maintain a 130 PSI, as Hitchiner's insurance company has advised. Hitchiner's, Alene Candles, and Hi-Tech Fabricators, the Scarborough Lane businesses affected, have signage alerting their employees not to drink the water; the businesses are providing potable water for their employees. Addressing the Board's inquiries, Mr. Pouliot indicated he expects the State would require progress by February/March 2023.

Collection System Warrant Article – The Board was advised by Director Pouliot that he and Executive Assistant Philbrick have begun discussing creating a dedicated Collection System Capital Reserve account. Mr. Pouliot noted that doing so would not change the Wilton Sewer Department being responsible for the standing agreement of 14.89% for Collection System project expenses and 5% of the interceptor line expenses, and that Milford is responsible for all other wastewater treatment plant and Collection System expenses. He'd like for a \$3,000 to \$5,000 dedicated Collection System Department capital reserve account be a warrant article/appear on Milford's March 2023 ballot. Chairman White summarized that doing so would be an internal change of accounts, thereby ensuring that the Wilton Sewer Department would not be billed inadvertently.

BOC/BOS Work Session

Director Pouliot and Executive Assistant Philbrick are looking to schedule a joint BOS/BOC work session, as early as September, to discuss financing future Capital Improvement Plan water/sewer identified expenses that will span the next few years, not to be borne by just the water/sewer users, but cost-shared by the entire town, as all of Milford benefits from municipal water and sewer services provided, in one form or another. Although grant fund details for project costs may be received in September, Chairman White emphasized the need to obtain an engineering estimate of project costs as well as projecting the funding Milford could potentially receive. Mr. Pouliot will schedule a July meeting date with Mr. Joe Ducharme, Hoyle, Tanner & Associates, to discuss the large WWTF Upgrade/Metals & Nutrients Removal Project supplemental study results and project necessities, in anticipation of learning in August of Milford's potential grant funding amount within the prioritized list of awarded community grant funds, so that the Milford Water/Wastewater Commissioners can then meet with the Selectmen during September. The Wilton Sewer Commissioners will be informed of meeting developments. Ms. Eckstrom advised that grant fund applications have been submitted separately for Wilton's portion.

Fund Balance Report / Appropriations Report / Revenue Report

The Board reviewed and discussed the Water and Wastewater Fund Balance Report details prepared July 13, 2022, as well as the Water/Sewer Revenue Reports dated July 1, 2022, and Water/Sewer Appropriations Reports dated July 1, 2022. In response to Vice-Chairman Courage's inquiry as to Mr. Pouliot's satisfaction/understanding of Water Utilities fund balances after meeting with the Finance Department, Mr. Pouliot questions why fund balances continue to descend versus moving closer to neutral, one factor could be a missed dewatering building payment/paid via capital reserve funds, with a portion being paid with State SRF funds. Mr. Pouliot will inquire whether the secondary clarifier project line item is up-to-date or will be reduced due to a pending capital reserve fund transfer.

Item Not On the Agenda

July 8, 2022 Correspondence: NHDES Groundwater Contamination Notification Program

Notification: 20220701_1: Director Pouliot explained the correspondence basically indicates it has come to the State's attention that there are one or more wells within Milford's wellhead protection area of the public water supply, located in Amherst, such as PFOS and PFOA, a conversation during the past ten years, Mr. Pouliot suggests the Board begin rethinking where we see ourselves in five years concerning the Curtis Wells. The EPA and NHDES have published a health advisory with PFOAs and PFOS, and he feels that those limits will be lowered within the next two to three years while Milford will be above those lowered levels at the Curtis Wells, which would require installation of a water treatment plant to be able to use that water or Milford would need to abandon the Curtis Wells. He emphasized that when the NHDES and EPA issue a health advisory, usually they lower the limits to within the health advisory limits, within a couple of years.

Board of Selectmen Pre-Agenda: The Board received and reviewed the pre-agenda distributed by Mr. Pouliot relative to ARPA funding decisions, and was told he would be attending the Selectmen's July 25th meeting regarding a \$100K grant for cybersecurity, and to deliver the WUD/DPW three year paving plan along with DPW Director Lessard. Chairman White announced his planned attendance at Town Administrator Shannon's July 21st staff meeting regarding the Selectmen's July 25th ARPA funding discussion; a BOC meeting agenda will be posted.

Milford, NH Drought Classification: The Board learned that the NHDES recognizes Milford as officially experiencing drought conditions as Mr. Pouliot distributed NHDES-generated materials. Milford's annual Odd/Even Day Lawn Watering Conservation Program is in effect May 1 – October 1, between 5am – 9am and 5pm – 9pm; details are posted on the Town of Milford website homepage. Director Pouliot will contact Captain Frye regarding posting illuminated Police Department signs at road entries into town regarding the important odd/even day lawn watering program.

Nashua Street Water Main Break: The Board learned of the repairs to a 10" water main line break that occurred Friday afternoon at 3pm, very near the section of Nashua Street where the Water Department crew had compacted a paved patched two days earlier.

Maher Services Report: Mr. Pouliot informed the Board that Maher Services' investigation of the Curtis Wells revealed that Curtis Well #1 is fine, however, Well pump #2 needs to be rehabbed (which aligns with the recent energy audit recommendation) and pump #2A also needs to be rehabbed. He explained the refresh rate of the wells, and that Pennichuck Water had been utilized more than usual during the hydrant flushing period. Valhalla and Souhegan Street hydrants have yet to be flushed. Mr. Pouliot will contact the commissioners after reviewing the water budget for this necessary contracted work.

Riverside Cemetery Flushing Hydrant

Following discussion initiated by Mr. Thornton, Vice-Chairman Courage indicated a 2" line would be sufficient for watering flowers at the Riverside cemetery. An automatic water shut-off at the irrigation

meter, after the backflow prevention device is necessary. Mr. Pouliot will make arrangements within the next two weeks to install a flushing hydrant with a blow-off.

Future Meeting

- Chairman White noted that the next meeting will be held on Monday, 8/15/2022, 11:00 a.m. at the WUD Meeting Room, 564 Nashua St.

Non-Public Session – RSA 91-A:3,II(e) Legal

The Board unanimously entered into non-public session per RSA 91-A:3,II(e) at 11:55 a.m. upon motion by Chairman White, seconded by Vice-Chairman Courage. Motion passed by the 2/0 roll call vote as follows:

Robert Courage: announced “aye”

Dale White: announced “aye”

At 12:08 p.m. the Board exited the non-public session.

At 12:08 p.m. Chairman White announced:

- that the Board had returned to the public session
- that while in non-public, the decision was made to seal the non-public minutes.

Adjournment

Upon motion by Chairman White, seconded by Vice-Chairman Courage, the meeting was unanimously adjourned at 12:10 p.m. by the 2/0 vote as follows:

Robert Courage: announced “aye”

Dale White: announced “aye”

Dale White, Chairman

Date

Robert Courage, Vice-Chairman

Date