

Wilton Water Works Minutes

April 5, 2006

COMMISSIONERS: Chairperson Jim Tuttle and Tom Herlihy.

Jim Tuttle called the meeting to order at 7:10 p.m. and explained that it was a continuation of the 3/29 meeting.

Minutes – March 29, 2006

Two corrections were made.

MOTION: Tuttle/Herlihy to approve the 3/29/06 minutes as corrected. All were in favor.

Pennichuck: Continue discussion regarding contracting Pennichuck Water Service Corp. to assume day-to-day operation of water works. Mr. Herlihy said, for the benefit of the audience, that a great deal of background information was disseminated at the last meeting. He also said that Mr. McGettigan called him before he left town and gave his thoughts about this issue. He said that the Commissioners hadn't pursued this long enough and hadn't gotten enough information. He said they would be spending way too much money and be wasting the rate payers money. He felt that things could go on the way they are now and it wouldn't be a problem. Mr. Herlihy said the gist of what he was saying was that the board would be premature in accepting this offer, we could do better. Mr. Herlihy said he asked him where he thought we might be able to do better, he said he didn't know. Mr. Herlihy said that he offered to ask Mr. Tuttle to postpone the vote until Mr. McGettigan returns from Martha's Vineyard, but Mr. McGettigan said no, don't do that.

Mr. Tuttle said that the Commissioners were appreciative and happy with Dennis Maki's work and wanted to thank him for what he has done as the other certified operator in addition to Charlie. They said that they would like him to continue taking classes if he is agreeable so that he can get his Level 2 certification. Maki said he was interested.

Mr. Tuttle listed the positives about signing a 2 year contract with Pennichuck. Over and above every listed item, probably the most important thing they offer is 24/7 coverage for both the system and its customers. If something goes wrong in the pump station, they will receive an automated phone call from the pump station and they will be on site within 30 minutes. If a customer has an emergency anytime, at night or on a weekend, they just call an 800 number and they reach a human being who will trouble shoot the problem and figure out what to do. According to the contract, Pennichuck will:

- Operate the pump station
- Carry out all water testing
- Read water meters
- Maintain valves
- Flush hydrants
- Test water meters
- Test backflow preventer devices
- Record all hydrant types and locations on computer
- Record all valves, mains, and services on computer
- File all State and Federal reports

MOTION: Tuttle/Herlihy to hire Pennichuck Water Service Corp. for the contract period not to exceed 2 years, to provide us with the day-to-day operations of the system.

Lynn Draper commented that when she first read about Pennichuck having something to do with the Wilton water system she was horrified. She had visions of them wanting to get their hands on Wilton's clean water and large surplus. But, she said, after listening to the explanations of what goes

into operating a water system, and understanding that Pennichuck Water Service Corp. is a stand-alone service company that operates 40 water companies in New Hampshire, she understood why the Commissioners wanted to hire them.

Dennis wanted to know if Pennichuck would be replacing the broken valves. Mr. Herlihy said no, not yet, they will only be exercising half of the valves each year, so it would be helpful if the highway dept. could replace the valves that we know are already broken. Dennis also wanted to know if the highway dept. would be called on to do jobs. Mr. Herlihy said that yes, if the highway dept. is available to do whatever job needs to be done, they will be the first to be called. It would only be if there was an emergency situation that had to be dealt with and the highway dept. was not available that someone else would be hired, he said.

VOTE: All in favor.

NEW BUSINESS

Establish New Policy for Bulk Water Sales: Mr. Herlihy explained that for a couple of reasons he felt it was time to stop selling bulk water to commercial water haulers. He said that in the past couple of years there were one or two that didn't pay on time or at all. He felt it was something that should be monitored, but there was no one to monitor it. But the most important reason to stop the practice, he said, is that the trucks don't have backflow preventer devices on them and neither do the hydrants, so if the trucks haul anything other than potable water, the system could potentially be contaminated.

MOTION: Tuttle/Herlihy to curtail sales of bulk water to any commercial water hauler. All in favor.

The clerk will write letters to the water haulers that have purchased bulk water in the past.

Cost of New Water Connection:

MOTION: Tuttle/Herlihy to increase the cost of new connections, for 1" to 2" services, to \$1,500, from the present \$1,000. Services over 2" would be determined based on materials required. The connection fee will include the water meter, which will continue to be owned by the Water Dept., but will not include the parts required for the installation of the meter. Tapping the water main and bringing service to the property line or curb box will be billed to the customer on a time and material basis.

MOTION: Herlihy/Tuttle to table the vote on the motion to the April 26 meeting so that Mr. McGettigan can be present. All in favor.

Relocating Transformers at Pump Station: Mr. Tuttle reported that Rick Plourde, the environmental person with PSNH. submitted a plan to DES to approve relocating the transformers and the pole. It would be a pad-mounted design of some type with a containment system. The Water Dept. will have to extend the underground service to the new pole location.

Pump Station On Line: On March 30th, Lewis Engineering and his sub contractors R.E. Prescott and Electrical Installers, Inc., started up the computerized variable speed drive that operates the pump station. EEI installed a new alarm system called "Guard It," to monitor the pump station and the water tank with four alarms: high water, low water, variable speed drive failure and intrusion into the pump house. The system can dial up to eight phone numbers and when it reaches the person it's supposed to call, it tells him or her, in an automated voice, what the problem is.

MOTION: Herlihy/Tuttle to adjourn the meeting. All in favor. The meeting adjourned at 9:35 p.m.

ACTION ITEMS

Charlie McGettigan

- Get year-end financial report from Carla & check to be sure that all bills to CEI have been paid.
- Arrange with DOT dates on which to meet with police, fire, schools, highway, etc. for low salt program along Route 31 South.
- Look at list of water users to see if any are in need of testable backflow devices.
- Arrange to get the debris cleaned up at the dry hydrant area at Stockwell Brook Dam.
- Arrange for electrician to encase telemetry wires in conduit & install motion detector at water tank.
- Purchase the following items from Granger: secondary containment pallets for 55 gallon barrels and a 20-gallon chemical spill kit.
- Get current copy of plumber's insurance on file for Porter Plumbing.

Tom Herlihy

- Contact Robert Merithew and confirm final price for proposal for Clerk of the Works position relative to interior tank painting job.
- Call Dan Tinkham at E & GG re: remaining 4 test well security caps.
- Put together list of deadlines for annual, semi-annual, monthly etc. reports and tests.
- Create Emergency Water Supply Connection plan.

Jim Tuttle

- Contact PSNH to relocate transformers at pump station.

FUTURE PROJECTS

- Test Emergency Contingency Plan in 2006 per DES.
- Install testable backflow devices at the following locations: Fire Station, domestic & sprinklers; two sewer pump stations; water pump station; hydrant for bulk water users; two cemeteries; Recycling Center; LA Limo; Bursley's; Bakery; Dr. Roy's, Ranamaki (if needed) & Intervale Rd photographer (if needed).
- Find domestic and sprinkler shutoffs at Draper Energy.
- Come up with revised rules & regulations after reviewing those of similarly sized towns. These to include standardized costs for bringing new service to residences and businesses as well as costs for meter installations, among other things.
- Legal document – 40 Madison Street.
- Replace 3 left-handed valves on Abbot Hill Acres Road.
- Paint inside of water tank before 2006.
- Retrofit pump at Everett well.
- Install 8" main on Intervale Road
- Locate site for second water tank.