

1 **Wilton Sewer Commission APPROVED 12/12/2013**

2 **Monthly Meeting, Thursday, November 14, 2013 – DRAFT Minutes**

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4 Wilton Sewer Commission held its regular monthly meeting on Thursday, Nov 14<sup>th</sup> at  
5 6:30 PM in the Town Hall Courtroom. Present were Chairman Tom Herlihy,  
6 Commissioner Tom Schultz; Clerk Joanna K. Eckstrom. Commissioner Chris Carter  
7 arrived at 6:35.

8 \* **Call to order** Mr. Herlihy called the meeting to order at 6:30 PM.

9 \* **Public Input/Comment** - no members of public present; no input or comment

10 \* **Review and Approve Minutes of Oct. 10, 2013** Mr. Schultz noted one spelling  
11 correction on line 110 – productive; on a motion by Mr. Schultz, seconded by Mr.  
12 Herlihy, the minutes with the spelling correction were approved unanimously.

13 \* **Accounts Payable and YTD Expenses** (sign bills & review report from Pam) Mr.  
14 Carter arrived at 6:35 as bills were being signed. There was no new report of YTD  
15 expenses from Pam or Mary.

16 \* **Accounts Receivable, YTD Income** (deferred until later)

17 \* **2014 Budget** - review info from 11/10/13 Work Session – commissioners had no  
18 changes to make to the budget at this time. Joe Torre e-mailed the Commissioners  
19 advising them to contact the Selectmen to establish an operating reserve with unspent  
20 money from the Maple Street bond. This subject will be raised with Selectmen asap so  
21 that they can get Silas Little involved in drafting the language for the warrant article. If  
22 Granite State Rural Water has advice on this, they will also be contacted.

23 \* **Update Pump Station Labor and Safety**

24 Mr. Herlihy said that he still hasn't seen documentation to confirm Hep A inoculations  
25 have been given. He will follow up again with Pam.

26 \* **Update - Maple St Project** Mr. Carter reported that the project is complete at a cost  
27 of \$138000 (to Mathewson) because of the additional manholes – a total of four  
28 manholes were replaced or newly installed. Everyone seems pleased with  
29 Mathewson's work. In regards to Fieldstone Engineering bills, Mr. Carter said they went  
30 above and beyond what was expected of them and that payment of the \$8,243.60 has  
31 been made. Mr. Herlihy will confirm this.

32 Mr. Schultz said that the Pine Valley) water department) project is also complete. The  
33 new water line is of far superior quality than the old line. Contractors found that the old

34 pipe was pitted in several places and could have failed at any time. Also part of that  
35 pipe was 17 feet below grade – if pipe failed there in middle of winter, it would be very  
36 difficult to repair / replace. The Pine Valley project cost Wilton Water Works about \$55K  
37 for materials and Pine Valley spent \$125K+ to install the new lines to WWW specs.

38 **Tom Ryan, Souhegan Generator LLC**, was invited to speak to the Commissioners  
39 about the services that he has performed for the department for several years. (Ryan  
40 came to the meeting at Chris Carter's request because of work / new generator needed  
41 at Intervale pump station. Ryan said he does annual maintenance on the sewer  
42 departments two generators and one water department generator. He said 'block  
43 heaters' had failed and were removed by previous commission. And instead of  
44 replacing batteries regularly, batteries are re-charged which can also lead to generator  
45 failures. Ryan services the motors annually.

46 Ryan proposed to perform 'major generator service' on the sewer department's 2  
47 generators @ \$275 each; to purchase two Hotstart block heaters at \$185 each and  
48 install @ \$120 labor per unit; Purchase two Sens battery chargers at \$250 each and  
49 install at \$160 per unit – batteries would go in tray but chargers would be mounted on  
50 wall. Department responsible for hiring electrician to put 20 amp outlets at each  
51 generator. Mr. Carter moved, Mr. Schultz seconded that commission accept this  
52 proposal and that the work be done as soon as practical but not later than December.

53 Commissioners anticipate that Ryan contact them each year in November-December  
54 as this work should be done routinely on an annual basis.

55 \* **Update – interdepartmental working relationship** – as a result of an 11/4 meeting  
56 with Selectmen, the commissioners will meet with the Director of Public Works at a  
57 public meeting, with the Clerk present, to discuss each one's expectations. This item  
58 will remain on the agenda until a mutually acceptable agreement is reached.

59 \* **Update –Milford-Wilton Inter-municipal Wastewater Agreement** – legal issues,  
60 wording of the agreement is in hands of attorney Bill Drescher and Silas Little. Wilton  
61 Sewer Commissioners will attend 11/26 meeting in Milford where they expect to hear  
62 Milford's 2014 rates and what impact these will have on Wilton.

63 \* **Other business** Mr. Carter would like clarification of ownership of the water  
64 department's truck. If it is a 60 / 40 % ownership, he's concerned that sewer bought  
65 40% without the sewer department's having a warrant article for same. And if truck is

66 being used for any sewer business, Mr Carter wants water department to provide details  
67 of the actual usage rather than expecting sewer to pay 40% of any bill.

68 Mr. Herlihy noted that the Island Street Bridge is not being repaired until summer 2014  
69 when school is out.

70 Misters Carter and Herlihy said that in general conversations with Fieldstone  
71 Engineering, Chad Branon gave a rough proposal for GIS mapping of both sewer and  
72 water lines. Mr. Schultz was concerned that they were getting ahead of things Carter  
73 and Herlihy assured that when / if the Water department receives the \$15K grant it  
74 applied for, the sewer department will seek bids for the project.

75 \* **Accounts Receivable, YTD Income Jane** Jane Farrell said there are no abatements  
76 at this time. She said combined sewer and water bill had gone out on the 13<sup>th</sup> and she  
77 already had a few payments. Commissioners signed a warrant for \$47,207 in sewer  
78 user bills for third quarter; a total of \$142,000 has been billed for 2013 charges and  
79 \$89,000 has been collected. The bill for 4<sup>th</sup> quarter 2013 will go likely go out in early  
80 January; collection will be similar to last year – final quarter billing collected in new year.

81 **Other business -** Clerk was asked to contact Vellano have them bill sewer  
82 department charges separately from water department; this will expedite timely payment  
83 of bills.

84 Clerk will file reply to DES letter of 10/9/13 regarding Statewide Sewer User Charge  
85 Survey (2012).

86 Upcoming Meetings:

87 \* **11/26 6:00 PM – Milford Wastewater**

88 \* **12/2 – Selectmen’s meeting re: 2014 Budget**

89 \* **12/5 – present 2014 to Budget Committee (Joe Torre)**

90 \* **Next meeting – Thursday, December 12**

91 There being no other business, the meeting adjourned at 7:40 PM.

92 Respectfully submitted,

93 Joanna K Eckstrom, Clerk

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