

**Wilton Water Commission**  
**DRAFT MINUTES APPROVED 1/30/14**  
**December 19, 2013**

1 The Wilton Water Commission met on Thursday December 19, 2013 at 6:30 PM in the Town Hall  
2 Courtroom. The meeting was held one week earlier than usual due to Christmas holiday. Present  
3 were Commissioners Tom Schultz Chairman and Bill Condra; Water Superintendent Mike Bergeron;  
4 Clerk Joanna K. Eckstrom; Commissioner Frank Edelblut was delayed in traffic and did not attend.  
5 The agenda was:

6 **Call to order** – Chairman Schultz called the meeting to order at 6:30 PM.

7 **Public Input and Comment** - none

8 **Review of Minutes of November 21<sup>st</sup> meeting** – Misters Schultz and Condra reviewed minutes and  
9 found them to be in order however, they could not be voted upon because Mr. Condra did not attend  
10 the Nov. 21<sup>st</sup> meeting. Approval deferred until next meeting.

11 **Accounts Receivable - billing issues / abatements, YTD income** – deferred until later.

12 **Accounts Payable, YTD expenses** – Pam Atwood’s report (through Dec. 19) was reviewed. It was  
13 noted that payment had been made in amount of \$1406.25 for the 457B contribution for water  
14 superintendent. Only 71.28% of budget spent as of Dec. 19<sup>th</sup>; although some line items were  
15 exceeded (i.e. Pine Valley materials), it appears that WWW will come in well under budget for 2013.

16 **2014 Budget Report**

17 Question of 2014 user rates – no decision about rates will be made until 2013 income figures  
18 are available. Any changes will be preceded by discussion and a public hearing.

19 Mr. Schultz commented on a communication from Pam (from payroll company) that has  
20 them breaking down benefits for Highway Department personnel that do work for the water  
21 department. This is something new. Consensus that town should include all potential benefits in the  
22 hourly labor rate for these services; Mr. Schultz was authorized to respond to that effect. Once the  
23 new hourly rate is established, it will be adjusted on the 2014 budget request.

24 On a motion by Mr. Condra, seconded by Mr. Schultz, Mr. Schultz will confirm 457B  
25 contribution; although not part of the motion, Mr. Schultz to also get corrected hourly rate info. Both  
26 figures to be made available for commissioners and Ms. Eckstrom to include on revised 2014 budget.

27 Discussion about funding existing reserve accounts was deferred until such time as all  
28 commissioners are present.

29 **Grant Status** Mr. Bergeron said he’s heard from Weston & Sampson that the Water Works’  
30 application for grant for GIS Mapping was one of 20 received. WWW has a 50% chance of

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31 receiving award; there may be possibility of more funding or redistribution of money so that more  
32 applicants can be awarded. There was no further info available on the FEMA grant for the generator.

33 **GIS mapping and Nashua Regional Planning Commission** Mr. Schultz reported that he had been  
34 present at a recent Selectmen's meeting when Nashua Regional Planning Commission made a  
35 presentation about their ability to do GIS Mapping. More information about the project is  
36 forthcoming but consensus that this is a worthwhile project for collaboration between WWW and  
37 NRPC.

38 **Superintendent Report – Mike Bergeron**

39 Pine Valley – job is nearly complete; equipment out. Old, unusable hydrants will be pulled  
40 in the spring.

41 Mr. Schultz has not yet resolved issue with bill for hauling gravel but will follow up ASAP  
42 with Dakota.

43 Hydrant at Label Art has been replaced and is now working fine. Mike added that a recent  
44 communication from DES confirms that the federal government has exempted hydrants from no  
45 'lead' requirements.

46 Mike will put together a summary of work he's accomplished in 2013 for the town report.

47 Three water repairs (at curb stops) were made since last month – at Abbot Hill Acres, Prince  
48 & Maple, and Island St. Jay M from Rural Water helped find the leak at Prince & Maple.

49 Mike reported a problem with the caustic soda distributor pump. He used rfq to obtain new  
50 pump. The new peristolic pump can do the same job that two pumps currently do. The new type  
51 pump is more reliable and comes with a spare hose (the only part that may fail). Mr. Schultz moved,  
52 Mr. Condra seconded that Mike order the peristolic pump at cost of \$1650. Payment to come from  
53 2013 new equipment line.

54 Barry Miller will be at the pump station on Jan. 6, 2014 to begin a two-week job of repairing  
55 drive shaft of pump. This is a good time to do as demand for water is low – no one washing cars,  
56 running lawn sprinklers etc.

57 There is nothing new to report on state reports however, Mike is in regular contact with  
58 Wayne Ives for same.

59 Mike did some research on the Letter of Deficiency regarding the Sand Hill Reservoir Dam.  
60 The Town owns the dam; the Wilton Water Works is the 'operator' although the water

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61 superintendent hasn't been trained and certified as an official dam operator. The Town is in default  
62 in that engineering studies that were required (by extension) by November 2012 are still outstanding.  
63 Fines could be imposed. Mr. Schultz will address the issue with Selectmen on Dec. 30. Also, Mr.  
64 Schultz moved, Mr. Condra seconded that the Water Works and Selectmen split the cost of  
65 engineering (last quoted by THE Engineering at \$16,600).

66 **Backflow Devices- HB510 and RSA 485:11 – update, if any NONE**

67 **Water department / public works business relationship follow up (meeting 12/20)** Mr. Schultz  
68 reported that he, Tom Herlihy (Sewer Commission Chairman) and Steve Elliot are meeting on 12/20.  
69 (Mike reported that town didn't plow at pump station in last two storms; Ms. Eckstrom noted that she  
70 shoveled snow (ice) from hydrant at her home.

71 **Accounts Receivable - billing issues / abatements, YTD income** Abatement of a late charge at  
72 Abbott House was approved; abatement at Caswell property was approved; request to remove meter  
73 and abatement for sprinkler at Eastview was denied. Late fee for MacIntosh was waived. Rollie  
74 Reynolds late fee was waived (forwarded bill didn't reach him until after due date.)

75 Water (and Sewer) commissioners were thanked for agreeing to waive late fee for payments  
76 received on Dec. 13, one day after due date of most recent bill.

77 BMSI's bill was reviewed; mission; it will be processed for payment in 2013.

78 The YTD income statement was reviewed.

79 **Discuss any other business to come before the Board.**

80 Mr. Schultz relayed info about an energy project that NRPC is working on. Although it may  
81 be too late for Wilton this year, this is something that WWW should participate in for 2015 planning.

82 Renewal of Granite State Rural Water Association dues was unanimously approved.

83 **Upcoming meetings –**

84 Jan. 9 – budget committee – changes to proposed budget

85 Jan. 30 – water department regular meeting (changed to the 30<sup>th</sup> due to clerk availability)

86 There being no other business, the meeting adjourned at 8:15 PM.

87 Respectfully submitted,

88 Joanna K Eckstrom, Clerk