

**Wilton Water Commission**  
**JAN 30, 2014 DRAFT Minutes    APPROVED 2/27/14**

1    The Wilton Water Commission met on Thursday January 30, 2014 at 6:30 PM in the Town Hall  
2    Courtroom. Present were Commissioners Tom Schultz Chairman, Bill Condra and Frank Edelblut;  
3    Water Superintendent Mike Bergeron; Clerk Joanna K. Eckstrom; members of the public Charlie  
4    McGettigan and Jim McGettigan; Ashley Saari of the Ledger Transcript. Eric Teale (HTE), John  
5    Lavigne and Bob Carter (TTG) arrived after the meeting was in progress.

6    There were minor modifications to the posted tentative agenda.

7    **Call to order** Chairman Schultz called the meeting to order at 6:31 PM.

8    **Public Input and Comment** Ms. Eckstrom thanked the commissioners for their support of her  
9    candidacy for a seat on the sewer commission. Secretary of State's office had told her that, because  
10    she is a part-time employee, there would be no conflict with her sitting on board and being the  
11    commission's paid clerk. However, because the public might perceive this as a conflict, she is not  
12    putting her name on the ballot.

13    **Review of Minutes of December 19<sup>th</sup> and November 21<sup>st</sup> meetings**

14            On a motion by Mr. Edelblut, seconded by Mr. Schultz the minutes of the November 21,  
15    2013 meeting were approved as written; vote Misters Edelblut and Schultz – yes; Mr. Condra  
16    abstained as he was not present at that meeting.

17            On a motion by Mr. Condra, seconded by Mr. Schultz, the minutes of the December 19, 2013  
18    were approved as written; vote Misters Condra and Schultz – yes; Mr. Edelblut abstained as he was  
19    not present at that meeting.

20    **Accounts Receivable - billing issues / abatements, review 2013 income** – It was difficult to  
21    interpret Ms. Farrell's notes so discussion income was postponed until an income report is available.

22    **Accounts Payable, review of 2013 expenses** - Ms. Atwood provided an expense report for 2013  
23    which commission used for 2014 budget preparation. Additional entries (for encumbrances, etc)  
24    were made, however, commissioners did not yet have the final report to review.

25    **Grant Status – Announcement of awards** Mr. Schultz announced that the water commission had  
26    been awarded two grants totaling \$35,569 for improvements to the Wilton Water system. The first  
27    grant, valued at \$20,569 – is from NH Department of Safety Emergency Management Performance  
28    Grant Program and will cover half the cost of a generator system for the pump station. The second  
29    grant, valued at \$15,000 is from NH Department of Environmental Services Asset Management  
30    Planning Program and will cover half the cost of a GIS mapping project. Both projects are to be  
31    completed during the 2014 calendar year. Grant applications were prepared by Commissioner

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32 Edelblut and Superintendent Bergeron, both of whom were presented Certificates of Excellence from  
33 Commissioners Schultz and Condra. Mr. Schultz had prepared a press release and the presentation  
34 was also recognized by Ashley Saari of the Ledger Transcript.

35 **Water Works submission to Town Report – A** motion by Mr Edelblut, seconded by Mr. Condra,  
36 Mr. Schultz’ submission for town report was unanimously approved with one punctuation correction.  
37 Budget Committee had reserved the Courtroom at 7 PM so the Water Commission meeting moved  
38 into the Building Inspector’s Office for the rest of the evening. Mr. Condra left the commission’s  
39 meeting as he was the Selectmen’s representative at tonight’s Budget Committee session.

40 **Eric Teale of HTE Engineering and John Lavigne and Bob Carter of TTG Environmental**  
41 **Consultants** were called to give Commissioners an overview of upcoming Dam Engineering Project.  
42 An engineering study is required by State for all earthen dams that may be of ‘significant’ or ‘high’  
43 hazard. The study and repairs should have been completed by 2012; funding had been approved for  
44 2013 (split 50/50 between town and Water Works) but due to miscommunications, it was never done.  
45 The dam has had seepage ever since it was constructed. Charlie and Jim McGettigan confirmed this.  
46 Charlie recalled a time when the dam overflowed because of leaves and debris clogging the weir.  
47 The State requires that seepage be monitored and repairs made as needed to protect properties and  
48 lives of residents downstream. HTE, Eric Teale’s company, will do the engineering and TEC  
49 implements the modifications or repairs that are needed to make the dam safe. Engineering gets  
50 reviewed by the State; wetland permits are obtained as needed. TEC also helps write the Emergency  
51 Action Plan. Much of the baseline information is already available (via FEMA baseline data); the  
52 Water Works’ hydraulic model may be helpful too; and any maps or other info that the Commission  
53 has or Charlie McGettigan knows about will also be looked at. Mr. Schultz asked about the cost ...  
54 Eric said this is all included in HTE’s package and there will be no over-runs. Mike Bergeron will  
55 work with engineers as needed. Field work will begin when ground is clear; in the meantime,  
56 HTE/TEC will do other aspects of project. The gentlemen were thanked for their presentation.

57 **Grant Follow up** Before moving on with the Water Superintendent’s report, the following motions /  
58 resolutions were made with respect to the Water Works’ acceptance of the two grants:

- 59 1. On a motion by Mr. Edelblut, seconded by Mr. Schultz, Water Superintendent Michael  
60 Bergeron is authorized to execute the Emergency Management Performance Grant in the  
61 Commission’s behalf and to represent the commission on any activities related to the  
62 project. Vote: Unanimously in favor.

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- 63            2. Mr. Edelblut moved, Mr. Schultz seconded that the 50% local match for the Emergency  
64            Management Performance grant will come from the Water Equipment Capital Reserve  
65            account; unanimous approval.
- 66            3. On a motion by Mr. Schultz, seconded by Mr. Edelblut, Water Superintendent Michael  
67            Bergeron is authorized to execute the Environmental Services Asset Management Grant in  
68            the Commission's behalf and to represent the commission on any activities related to the  
69            project. Vote: Unanimously in favor.
- 70            4. Mr. Schultz moved, Mr. Edelblut seconded that the 50% local match for the Environmental  
71            Services Asset Management grant will come from the Water Storage and Maintenance  
72            Capital Reserve account; unanimous approval.

73    **Superintendent Report – Mike Bergeron** - Meters have been read and bills generated for  
74    December 31, 2013; box e-coders have been installed; peristolic caustic soda pump was installed on  
75    a special shelf and is working properly; 1<sup>st</sup> quarter testing (bacteria) was done and results favorable;  
76    work on the Everett well pump (vibration repair) is underway; PH testing has been done – results  
77    favorable; Laviolette is programming meters. Mr. Schultz hopes that four hydrants will be installed  
78    during 2014; Mr. Bergeron will get highway department paving schedule before doing hydrant work  
79    - doesn't want road dug up twice.

80    **Backflow Devices- HB510 and RSA 485:11** – Mr. Edelblut spoke with Wade Pelham: Wilton  
81    Water Works policy is in conformance with the new RSA and that our current policy reflects the  
82    best approach to ensuring the safety of the water supply. Backflow device is required, even on  
83    dry sprinkler systems.

84    **Water department / public works – review letter / statement from 1/6/14 selectmen's meeting**  
85    Commissioners are adding a line to their letter of July 29 to clarify authority. The letter will not be  
86    'released' until Mr. Condra has had a chance to comment / approve.

87    **Emery & Garrett – review letter re: Quinn operation** Commission to keep on top of this.

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

89    Cost reimbursement agreement (from Selectmen) – a suggestion was made that this be reviewed for  
90    the WWW by independent counsel. Deferred taking action until all commissioners could be present.

91    **Next meeting** Feb 27 – water commission regular meeting

92    There being no other business, the meeting was adjourned at 8:45PM.

93    Respectfully submitted, Joanna K Eckstrom, Clerk