

Wilton Water Works
Tuesday, June 17, 2014 Minutes DRAFT APPROVED 7/24/14

1 Wilton Water Works held its regular meeting on Tuesday, June 17 at 6:30 PM in the Town Hall
2 Courtroom. (Note: meeting held this date because of scheduling difficulties on fourth Thursday.)
3 Present were Commissioners Tom Schultz (Chairman), Bill Condra and Steve Elliott; Water
4 Superintendent Mike Bergeron; Clerk Joanna K. Eckstrom. No members of the public attended.

5 **Call to order** Chairman Schultz called meeting to order at 6:30 PM

6 **Public input / comment** - None

7 **Minutes May 22, 2014** – Line 77 and Line 118 – there was concern that who could do backflow
8 device testing and repairs may have been misinterpreted (as Paul Whittimore, New England
9 Backflow, pointed out in his letter to water commission). The commission hired New England
10 Backflow (on a non-exclusive basis) to do the 2014 testing but the customer has the option to use
11 whomever he chooses for testing, repairs and subsequent retesting of device. For clarification, Mr.
12 Elliott suggested / moved, Mr. Schultz seconded that Line 77 be stricken and replaced with “Water
13 Commissioners recommend that repairs be done by someone other than the inspector.” Unanimous.
14 Line 118 stands. On a motion by Mr. Condra, seconded by Mr. Elliott, the May 22nd minutes were
15 unanimously approved as amended.

16 Mr. Condra suggested in 2015, vendors be asked to submit separate RFQs for testing and repairs.

17 **Accounts Receivable – Jane Farrell** Not available. It is noted that Pine Valley Apartments (50
18 units at \$23 each) will come on line as of the second quarter 2014 billing period.

19 **Accounts Payable – Pam Atwood**

20 Expense report through May 31st – appears to be on target. Commission to do further
21 evaluation of financial position at end of June (six months of year); will also look at chart of accounts
22 to confirm that expenses are being allocated to appropriate line item.

23 Old accounts receivable – Roedel Companies and Wetherbee will be asked to ‘non-public’
24 session to discuss.

25 **Iannacci project** – Mr. Elliott will be on vacation from 7/15-7/19 but expects to do project in July.
26 Will take a few days to do; Mike B. to order materials. Customer will be billed after project done.

27 **Grant Follow up – status of GIS Mapping grant.** Everything set for WWW to receive grant funds.
28 Mike apprised commission of product he’s looking at from WaterPoint Network. This application
29 allows user to photo and input data to an iPad. Coordinates are instantly updated and become
30 available to other users ... contract is \$1500 for a 3-year service plan. Mike will work with Weston
31 & Sampson Engineering on appropriate mapping packages; will invite W&S and WaterPoint to joint
32 water and sewer meeting. (NRPC mapping does not have utility component.)

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33 **Dam Engineering update** (ongoing) – Mike contacted Nancy McGrath about EAP (Emergency
34 Action Plan). EAP will be updated as HTE completes its work.

35 **Backflow testing** – Mike inspected the dry sprinkler system at Wilton Falls and found that no
36 Siamese is connected – Dr Crawford can remove device if he chooses. There is no indication
37 whether device has been removed yet. (Note that Paul Whittemore’s opinion, as stated in his June 13
38 letter, is that the commission’s allowing removal of the device may be contrary to RSA 485:11.)

39 With reference to backflow testing being conducted now by New England Backflow, Mike said
40 that nearly all devices on the list have been tested. As each test is done, a report is given to Jane
41 Farrell so that a bill can be generated. Once this round of testing is done, WWW should get a report
42 that shows all devices tested by New England Backflow, which customers chose to use another
43 service etc. Report should also provide info about number of failed devices.

44 Some units need to be tested twice a year in May and November. Ms. Eckstrom said it is very
45 important that the WWW be pro-active by contacting customers before the November round of
46 testing begins. The WWW letter that would have gone to customers in May will be revised.

47 Mr Condra repeated that in 2015, vendors be asked to submit separate RFQs for testing and repairs.

48 **Superintendent Report**

49 Everett Well can be run but until Laviolette finishes up, chemicals must be dispensed manually.
50 Should be fully operational and back online very soon.

51 Mike described water and wastewater (flow) reports that he submits to state every three months and
52 said that the ‘weather station’ is a good tool to help generate the reports.

53 Meters identified as ‘bad’ at last reading have been replaced. Four hydrants will be replaced this
54 year – those to be replaced to be determined by greatest need.

55 Jim Tuttle called Mr Elliott and Mike B about a shut-off on his mother’s Abbot Hill Road property
56 that needs repair – the highway department will make this repair with Mike there as needed.

57 Powers wants a 50% deposit for generator. (Terms of grant require that WWW pays first, then
58 State reimburses.) On a motion by Mr Condra, seconded by Mr Elliott, Mr Schultz is authorized to
59 withdraw funds from appropriate capital reserve account for the generator. Unanimous.

60 CCR – Consumer Confidence Report mailed to water customers well before the July 1 deadline.

61 Mr. Elliott is planning ahead for 2015 road repairs at places where water services need attention –
62 ie, a trunk water line near the Duval property on Maple Street needs replacing; and a connection on
63 Dale Street / Pead Hill Road needs to be redesigned. Mr Schultz will discuss Maple Street with the

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64 Sewer department as it has been determined that sewer work is still needed there. Projects could be
65 combined/done at same time.

66 **Shared Costs** – letter was sent to Selectmen stating that Wilton Water Works respectfully declines
67 ownership but it will continue to participate in maintenance and upkeep of the dams.

68 **Other Business**

69 There has been no further inquiry from TDS about an easement on Route 31S.

70 Mr Condra will be away on 7/16 to 7/23.

71 **Next meeting – July 24, 2014**

72 There being no other business, the meeting was adjourned at 8:00PM.

73 Respectfully submitted,

74 Joanna K Eckstrom, Clerk