

**Wilton Water Works**  
**Thursday, July 24, 2014 @ 6:30 PM**  
**DRAFT Minutes**

1 Wilton Water Works held its regular meeting on Thursday, July 24 at 6:30 PM in the Town Hall  
2 Courtroom. Present were Commissioners Tom Schultz Chairman, Bill Condra and Steve Elliott;  
3 Superintendent Mike Bergeron; Clerk Joanna K Eckstrom; members of public – Gordon Taylor, Tom  
4 Herlihy, Charlie McGettigan and Bob Duquette. Business was discussed as follows:

5 **Call to order** Mr Schultz called meeting to order at 6:31 PM.

6 **Minutes June 17, 2014** On a motion by Mr Condra, seconded by Mr Elliott, minutes unanimously  
7 approved as written. (Ms. Eckstrom noted that she had overlooked inviting Roedel and Wetherbee to the  
8 July 24<sup>th</sup> meeting but will do so for the August meeting.)

9 **Public input / comment**

10 **Gordon Taylor**, water hauler from Milford, asked if to buy water from WWW for a seasonal business,  
11 water for pools. He buys up to 8K gallons (his tank capacity) at a time. Bought from WWW in past;  
12 most recently buys from Milford and Merrimack. Milford charges \$7 per thousand gallons; Merrimack  
13 charges by cubic foot at a slightly higher rate. Due to recent shortage at Milford and Merrimack's high  
14 iron content, wants source closer to Wilton, Greenville, New Ipswich, area.

15 After discussion with Mike Bergeron on pros and cons, commission agreed as follows:

16 **Motion:** On a motion by Mr. Condra, seconded by Mr Schultz, commissioners unanimously agreed to  
17 take on commercial customers upon their payment of a \$100 annual fee, providing insurance certificate,  
18 at rate of \$5 per thousand gallons.

19 Water to be drawn from hydrant at pump house under superintendent's supervision; WWW and  
20 superintendent may refuse service in water emergencies or when both wells aren't operational.

21 Mr Taylor to fax insurance to Town Office; Clerk to apprise TH of commercial policy.

22 **Bob Duquette**, former Water Commission chairman, had questions about costs on the Abbot Hill job,  
23 the \$13K difference in bids and who pays if costs go over?

24 Bidders Landsite @ \$23,983; Mathewson @ \$26,250; Desmarais @ \$24,500; town @ \$7,940. Mr Elliott  
25 said highway department doesn't make profit, so its bid is lower. Hasn't seen bills so he can't confirm  
26 any overage. Mr Schultz said commission accepted town's bid; WWW won't pay for overages – that's  
27 up to the town and highway department to resolve, not WWW customers.

28 **Accounts Payable – Pam Atwood reports** (thru June 30 with expense detail) – reports reviewed and  
29 accepted. Mr Elliott suggested that Mike Bergeron be more directly involved in budget, especially in  
30 distributing expenses to correct line item.

31 **Accounts Receivable – Jane Farrell**

32 No A/R report available.

33 A summary for quarterly charges at Pine Valley was presented.

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34 Jane asked commission to look at Town property / water users to give them break on bills; asked to  
35 relieve town properties of backflow testing charge; wanted clarification of backflow devices on lawn  
36 irrigation systems. Said department heads complained to her about these charges.

37 Mr. Elliott said that he's 'on the fence' about relieving departments 100%.

38 Ms Farrell asked commission to consider billing three times a year for water – in Dec., Apr. and  
39 August. It is very difficult for her to get out quarterly bills in a timely manner.

40 **Bob Duquette** said reason for switch to quarterly bills was to make it easier on customers. Quarterly  
41 billing helped identify leaks sooner (i.e. Doug Nelson, Roedel properties). Quarterly reads and bills also  
42 help reduce electric bills, chemical costs. He said efficient quarterly billing dependent on radio-read  
43 meters throughout system; previous commission did not follow Tighe Sales proposal.

44 Ms. Eckstrom prefers quarterly bills, easier to budget. Has radio-read meter, sees benefit. She had  
45 example of Seabrook bill – with quarterly reads, bills. If can't read a particular period, they do 'estimate,'  
46 catch up next quarter. She asked Ms Farrell about Wilton's sequence to produce bills. Ms Farrell said  
47 radio-read systems done in days compared to 40+ hrs as WWW needs.

48 **Charlie McGettigan** - Martha's Vineyard is semi-annual for 4K customers; all radio-read meters.

49 **Motion:** Mr Elliott moved to change billing cycle to twice a year.

50 Ms Eckstrom thought public hearing needed, as in past when fee changes were proposed.

51 Mr. Condra amended motion ... to change billing to twice a year, subject to public hearing input.

52 Motion passed with Condra and Elliott voting Yes, Schultz No.

53 In follow up, Eckstrom asked again if public hearing required, change in cycle affects 2014 budget.

54 For present time, quarterly billing is to continue; need to get 2<sup>nd</sup> quarter 2014 done ASAP.

55 **Grant Follow up** - GIS Mapping grant approved; waiting for fund disbursement. Generator has been  
56 ordered. Mike B to set pads; should be installed late August – September.

57 **Superintendent Report – Mike Bergeron**

58 Iannacci job is almost done. Mike gave summary of costs to complete project. Mr Elliott noted that a  
59 hydrant was installed instead of a blow-off, resulting in highway department doing more work than  
60 originally planned. Mike said hydrant requested by Fire Chief. Mr Elliott also noted that Mr King, 181  
61 Abbot Hill Rd wants to hook into system. This would be new installation, subject to new user connection  
62 fee. Feasibility of this will be researched. Per Mike B, Iannacci's should be done in the next week or so.  
63 Town Office will be instructed to bill Iannacci's \$3,176 for their portion of labor costs.

64 Everett Well fully operational; runs great, metering is very accurate. A VFD (variable flow drive) that  
65 failed was replaced; also, due to its age, potential failure, VFD at Abbott Well being replaced.

66 Monthly readings that Mike B collects will be e-mailed to all commissioners.

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67 One hydrant has been replaced; Mike will order 6 new radio-read meters.

68 In answer to question from Russell Street residents brought to Mr Elliot's attention, hydrants on Russell  
69 Street are operational.

70 Per Mike, **Dam Engineering update**, Eric Teal from HTE is ready to proceed but needs to Town's  
71 Wetland delineation report. At its request, Town would have own engineer prepare this report. Clerk will  
72 contact Selectmen to let them know this is needed.

73 **Backflow testing** – final report – per Mike B, this is usually provided at end of year when Backflow test  
74 report is required by state. If Commissioners want it sooner, it can be requested.

75 Bob Duquette asked commission if aware they're in violation of DES and RSA by allowing WMSA to  
76 remove backflow device. Commission said they've discussed at length; will need to submit an amended  
77 Backflow policy to DES.

78 **Property Insurance Inspections (PLT)** WWW waiting for more info from Town Office

79 **Other Business**

80 Because it is not a town department, WWW will not have town e-mail addresses. Until new website is  
81 fully operational, Doreece will continue to update WWW info.

82 Water (sewer) combined projects – 2015 – both commissions to meet DPW to discuss projects.

83 Mr Schultz was contacted by Dale White, Milford Water-Sewer that Milford wants to extend water  
84 lines to Irving. Milford sees a need to serve businesses but is reluctant to pursue the project without  
85 WWW at least considering a potential connection of the two services.

86 Mr Elliott said he is not opposed to connecting as long as there's a gate valve at Wilton end.

87 Mr Condra doesn't want to open us up to possible connection to Pennichuck.

88 Mr Schultz said connection might enhance fire protection.

89 Ms Eckstrom noted that in discussions on Pine Valley project, previous commission approved plans for  
90 connection at TD Bank. Bob D. confirmed saying such a connection reasonable because one wouldn't  
91 have to go under river. Charlie McG said that WWW can't get water from Milford without a pump  
92 station.

93 **Motion:** On a motion by Mr Schultz, seconded by Mr Elliott, a reply will be made to Dale White that:  
94 WWW will **review** any proposals or plans to connect (that Milford sends). Motion carried 2:1 – Schultz  
95 Elliott Yes; Condra No.

96 **Next meeting – August 28, 2014**

97 There being no other business, the meeting was adjourned at 9:00 PM

98 Respectfully submitted,

99 Joanna K Eckstrom, Clerk