

WATER-SEWER COMMISSION MEETING
November 13, 2019

Members Present: Steve Nims, Julie Dean, Leo Collette, Charlie Packard, Dave Berger
Not Present: George Cornwall

CALL TO ORDER: 1:10 p.m.

Motion by Leo Collette to approve November 13, 2019 agenda, 2nd by Charlie Packard to approve the agenda, vote was unanimous.

Motion by Leo Collette to approve the minutes from October 8, 2019 meeting, 2nd by Charlie Packard, vote was unanimous.

NEW BUSINESS

Dave Berger informed the board that the town was updating the Committee Handbook. Handbook will be generalized for all committees when all updates are complete.

Dave Berger discussed rate structure review when loans are paid off. He said he was leaning towards to lowering rates. Steve Nims said he was not a fan of lowering the rates because money would be needed for water line repairs, sewer station upgrades/ maintenance and treatment plant maintenance.

Dave Berger discussed professional development which he said was for Randy Williams, Assistant DPW Director. Dave said that Randy should get his drinking water licenses & sewer licenses because the head of the department should be licensed. Charlie Packard questioned why he would need these licenses if there were already employees in Water & Sewer Departments currently licensed.

Dave Berger discussed goals of the Water & Sewer Departments. He asked Steve Nims where he sees what needs to be done when he hands off to Randy. Steve said that pump station repairs are needed and a waterline extension is needed for Proctor Street (DPW gets brown water complaints from residents on Proctor).

Dave Berger asked Steve where he was at with a new truck for the Water & Sewer Department. Steve told Dave that the department currently has a 2007 pick up truck that was a hand me down from a prior DPW Director. Steve said he was looking at a 550 service truck through MHQ (state bid) for \$68,000. Before the truck can be purchased, need to go through Capital Planning Committed and then to Town Meeting.

Leo Collette said that the reservoir level is up 6” and will have annual charts in the next 2 weeks.

Dave Berger asked Steve for an update regarding Williams Road housing development. Per Steve, there will be a total of 9 houses, 2 are up now and have been sold. The Builder, William McSweeney has completed everything that all departments in town have required to be done.

Dave Berger asked Steve if we have a cross connection program in place. Steve told Dave that this program has been in place for years. Water Safety Services is contracted to do back flow testing twice per year. They test devices throughout town and invoice the owners of the devices. We collect and deposit the fees as the invoices are paid by locations tested/invoiced.

The board determined that the Water Department Administrative Assistant (currently Julie Dean) will take meeting minutes when meetings are held during the work day (M-F, 7 am – 3 pm) only.

OLD BUSINESS

MOU – Waiting for Gardner and new Town Administrator.

I/I Study – Steve will be meeting with Weston & Sampson on 11/14/19 at 9 am.

W/S commission status – Dave Berger said he was waiting to hear from Deb Phillips to answer his question of what the board runs under. He was told that all they can do is raise rates. Steve said that nothing will happen regarding the board until Town Meeting – a vote is needed to dissolve the board.

Meeting adjourned: 2:00 pm

Respectfully submitted by, *Julie Dean*