

Town of Epping, NH

Incorporated 1741

Water & Sewer Commissioners
157 Main Street
Epping, NH 03042

Water & Sewer Administrator
603-679-5441 x108

WATER & SEWER COMMISSION MEETING MINUTES February 9, 2016

Attendance:

Chairman Henry DeBoer, Commissioner Mike King, Commissioner Paul Langdon;
W&S Administrator Dennis Koch; W&S Operators Norm Dionne & Bob Kilham

1. Call to Order:

Chairman DeBoer called the meeting to order at 7:00 PM in the Epping Town Hall.

The Pledge of Allegiance to the Flag followed.

2. Appointments: Chris Albert of Jones & Beach discussed The Zoo Gym. The facility will have four showers total. It was agreed that the Zoo will be assessed a starting volume of 550 gpd. Water was paid by developer. The sewer connection fee of \$5,500 must be paid before a building permit is issued. W&S will monitor water use for one year and additional fees may apply if daily use is more than 550 gpd.

Epping Crossing Wells: Lee Carol says the controls will require 3" conduit.
Tom McPherson of A/D requires 2" conduit for the transducers.

Fred Ramey of F&S Construction has submitted a second bid for the additional sewer line work. This second bid is an additional \$76,700.00. CA says F&S can start right away.

Motion by Commissioner King to approve the second bid of F&S Construction for sewer line work totaling \$76,700.00. Seconded by Commissioner Langdon. Motion carried 3-0.

Secondwind Water Systems submitted a design for treatment totaling \$206,500.00.

Motion by Commissioner King to approve the Secondwind bid of \$206,500.00, based on NHDES approval. Seconded by Commissioner Langdon. Motion carried 3-0.

A/D Instruments submitted a proposal for water level transducers, wiring, radio antenna, installation and start-up for \$14,241.00.

Motion by Commissioner King to approve the A/D Instruments bid of \$14,241. Seconded by Commissioner Langdon. Motion carried 3-0.

3. Approval of Minutes:

Motion by Commissioner King to approve the minutes of October 6, 2015 as submitted. Seconded by Commissioner Langdon. Motion carried 3-0.

Motion by Commissioner Langdon to approve the minutes of December 8, 2015 as submitted. Seconded by Commissioner King. Motion carried 2-0, HD abstained.

Motion by Commissioner King to approve the minutes of January 5, 2016 as submitted. Seconded by Commissioner Langdon. Motion carried 2-0, HD abstained.

4 Administrator's Report: DK requested that the 2015 connection fees be moved to reserves.

Motion by Commissioner Langdon to move \$14,467.50 from the inter-fund account into water reserves, and also move \$24,435.00 from the inter-fund account into sewer reserves. Seconded by Commissioner King. Motion carried 3-0.

DK informed the Board that Elm Street is going to be re-surfaced in 2016 and asked if there was an interest in installing approximately 600' of water line to connect the area of north Elm Street. DK will look into a price to install 6" DI pipe.

DK presented an abatement request from Judith Torto in the amount of \$33.59 which represents the first two months unit fees for the third quarter, due to the fact that the water was not turned on in her unit until September 1st (the last third of the quarter).

Motion by Commissioner King to deny the abatement request of \$33.59. Seconded by Commissioner Langdon. Motion carried 3-0.

The Board maintains that we do not pro-rate quarterly rates. If water service is turned on, the full quarter fee shall be applied.

DK informed the Board that the DPW is outfitting all Town vehicles with two-way radios to improve communication. The cost of an additional radio for the W&S truck is approximately \$500.00, installed.

Motion by Commissioner King to approve the purchase of a radio for the W&S truck. Seconded by Commissioner Langdon. Motion carried 3-0.

The water department has asked NHDES that we be allowed to remove the Maclaren private well from our well level monitoring program. The transducer has been removed and re-installed in the Bolduc well to replace a failed transducer. We are waiting for official approval from NHDES.

DK reports that the warranty offered on a re-built supplemental blower at the WWTF is one year. Considering that this blower is original equipment, PL suggests we buy a new blower.

Motion by Commissioner King to purchase a new supplemental blower for approximately \$10,000.00 plus freight. Seconded by Commissioner Langdon. Motion carried 3-0.

DK reviewed a proposal from New England Backflow for the installation of 50 new water meters. The Board requests more bids for this work, to be performed this year.

5. Operator's Report: Bob Kilham reports that we need a new PLC panel for the WWTF. The quoted price from A/D Instruments is \$10,950.00 installed.

Motion by Commissioner Langdon to purchase the PLC panel from A/D for \$10,950.00. Seconded by Commissioner King. Motion carried 3-0.

Norm Dionne reports that NE Backflow has looked at the piping situation at the Elementary School in regards to the booster pump and water pressure problems. NEBF suggests removing many of the elbows in the utility room and installing a new mag meter, before going to a VFD booster pump if needed.

6. Commissioner's Reports:

Commissioner King: Nothing.

Commissioner Langdon: Nothing.

Chairman DeBoer: Nothing.

**Motion to adjourn made by Commissioner King.
Seconded by Commissioner Langdon. Motion carried 3 – 0.
Meeting adjourned at 9:00 pm.**

Respectfully Submitted

Dennis W. Koch Jr.
Water & Sewer Administrator