

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 August 17 2018

Attendance:

Chairman Mike King, Commissioner Bob Bean
W&S Administrator Dennis Koch; Sewer Operator Jim Pouliot.

1. Call to Order:

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

The Pledge of Allegiance to the Flag followed.

2. Appointments: None.

3. Approval of Minutes:

**Chairman King was at the May 1, 2018 meeting, Commissioner Bean was not.
Chairman King agrees with the minutes, we will post on-line.**

**Motion by Commissioner Bean to approve the minutes of June 22, 2018 as submitted.
Seconded by Chairman King. Motion carried 2-0.**

4 Administrator's Report: DK requested an abatement of \$545.20 for 177 Main Street due to a reading error.

**Motion by Commissioner Bean to approve the abatement of \$545.20.
Seconded by Chairman King. Motion carried 2-0.**

DK requested an abatement of \$10.38 for 1A Meats due to interest.

**Motion by Commissioner Bean to approve the abatement of \$10.38.
Seconded by Chairman King. Motion carried 2-0.**

DK presented the Underwood Engineering contract for the construction phase of the septage receiving station project. Total contract price is \$276,000.00.

**Motion by Commissioner Bean to approve the Underwood contract for \$276,000.
Seconded by Chairman King. Motion carried 2-0.**

DK presented a letter of interest from Tom Gauthier to fill the vacancy on the Water and Sewer Commission.

**Motion by Commissioner Bean to recommend Tom Gauthier to the Board of Selectmen.
Seconded by Chairman King. Motion carried 2-0.**

5. Operator's Report: Jim Pouliot proposed a septage rate increase of .01 cent per gallon, from .08 to .09, as well as an increase in the minimum gallons charged.

Motion by Commissioner Bean to implement the increase in septage fee and minimum gallons, effective September 10, 2018. Seconded by Chairman King. Motion carried 2-0.

JP has been testing a new chemical for phosphorus removal at the wwtf. It's a little more expensive, but he is using 75% less, so it should be a cost savings.

JP presented a proposal from Underwood Engineers to do an asset management assessment of our sewer collection system for a total of \$27,700.00. The plan will also look at layout efficiency.

JP would like to see 2018 sewer connection fees but into a reserve account to be used for a new roll-off truck.

Motion by Chairman King to accept the Underwood proposal for \$27,700. Seconded by Commissioner Bean. Motion carried 2-0.

6. Commissioner's Reports:

Chairman King: MK announced that we interviewed for two new employees at for the Water and Sewer Department.

The WWTF is running better than it has in many years, thanks to Jim Pouliot.

Commissioner Bean: BB is looking forward to Tom Gauthier joining the Board.

Meeting then moved to a non-public session under RSA 91-A:3II (a).

Motion to adjourn after non-public session made by Commissioner Bean. Seconded by Chairman King. Motion carried 2 – 0. Meeting adjourned at 8:15 pm.

Respectfully Submitted

Dennis W. Koch Jr.
Water & Sewer Administrator