

Milford Water/Wastewater Commissioners’ Meeting Minutes
March 18, 2024

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Meeting ID: 816 3335 8881
Passcode: 310166

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Present: **Dale White**, Commissioner, **Robert Courage**, Commissioner, **Hunter Philbrick**, Commissioner, **James Pouliot**, Director, **Laura Scott**, Recording Secretary, **Jamie Soucy**, Deputy Director, **Tina Philbrick**, Selectman.

Call to Order & Introductions Commissioner White called this meeting to order at 10:58 a.m.

Press and Public Comments None

Decisions & Approvals

Water Users Fee/Tax Collector’s Warrant – February 2024 – After Commissioner White read the Tax Collector’s Water Users Fee Warrant to collect the taxes in the matter of water users fees for the February 2024 Bill Commitment 240229 in the amount of \$221,521.86 and for the February 2024 Final Bills issued in the amount of \$284.07 the commissioners signed this warrant as presented.

Sewer Users Fee/Tax Collector’s Warrant – February 2024 – After Commissioner White read the Tax Collector’s Sewer Users Fee Warrant to collect the taxes in the matter of sewer users fees for the February 2024 Bill Commitment 240229 in the amount of \$238,551.92 and for the February 2024 Final Bills issued in the amount of \$160.92, the commissioners signed this warrant as presented.

Reorganization of Board – Commissioner Courage nominates Dale White as Chair, seconded by Commissioner Philbrick, unanimously approved 2/0, as presented, by the 2:0 roll call 1 Abstain.

Robert Courage: announced “Aye”
Hunter Philbrick: announced “Aye”

Commissioner Courage Nominates Hunter Philbrick to be Vice-Chair, seconded by Chairman Dale White, unanimously approved 2/0, as presented, by the 2:0 roll call 1 Abstain.

Robert Courage: announced “Aye”
Dale White: announced “Aye”

BOC Meeting Minutes – 03/04/2024 Upon motion by Commissioner Courage, seconded by Vice-Chairman Philbrick, the 03/04/2024 meeting minutes was unanimously approved 3/0, as presented, by the 3:0 roll call

Hunter Philbrick: announced “Aye”
Robert Courage: announced “Aye”
Dale White: announced “Aye”

Discussion & Information Items

Non-Public Session (RSA 91-A:3, II (C)) Reputation – At 11:10 a.m. a motion to enter nonpublic under RSA 91-A:3, II (C) Reputation) was made by Chair Dale White seconded by Vice-Chair Hunter Philbrick, by roll call vote as follows.

Robert Courage: announced “Aye”
Dale White: announced “Aye”
Hunter Philbrick: announced “Aye”

At 11:41 a.m. motion to come out of non-public was made by Vice-Chair Hunter Philbrick, Seconded by Commissioner Robert Courage, by roll call vote 3/0.

Robert Courage: announced “Aye”
Dale White: announced “Aye”
Hunter Philbrick: announced “Aye”

Vote Results (Pennichuck Booster Pump Station)-

Warrant Article was approved, organizing paperwork while waiting to receive rates back for bonds from several banks. Director Pouliot has been in contact with the County for ARPA Grant, they have started the process to get the grant over to WUD. Chairman White would like on public record, the Warrant Article is 2.4 million dollars, in the verbiage of the warrant article was a million-dollar ARPA Grant from the Hillsborough County. This will save the Town of Milford over a million dollars. Bond will now be for 1.4 million dollars.

Employee Raises-

Budget passed; Director Pouliot is looking to get approval to give raises to the WUD employees now that the budget has passed, one commissioner needs to sign once documentation has been received from HR.

Upon motion by Commissioner Courage, to approve recommendation from director Jim Pouliot for the 4% increase and wage adjustments to the employees of water and wastewater as presented, seconded by Vice-Chairman Philbrick, was unanimously approved 3/0, as presented, by the 3:0 roll call

Hunter Philbrick: announced “Aye”
Robert Courage: announced “Aye”
Dale White: announced “Aye”

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Hydrant Flushing-

Waiting for the warmer weather in order to start flushing hydrants. Estimated to start in 2-3 weeks. Gate valves have been completed.

Financial Status-

Muni-Link still has minor problems, Sage is up and running. Part of the water/wastewater disbursement Bar Harbor Account accruing interest.

Distribution Crew-

Gate valve maintenance is done. Preparing a list of which need to be fixed, next week they will be out repairing the gate valve boxes.

Water Utilities Crew Updates-

New employee is doing good, had newer employee added to the rotation and he is doing well. Subcontractors coming in this week to take a tour. On March 27th the Hoyle and Tanner Bid results will be in.

Wastewater Crew-

Getting prepped for hydrant flushing.

Adjournment – At 12:08p.m. upon motion by Commissioner Philbrick, seconded by Vice-Chairman Courage, the meeting was unanimously adjourned by the 3/0 vote.

Hunter Philbrick: announced “Aye”
Dale White: announced “Aye”
Robert Courage: announced “Aye”

Future Meeting – 11:00 a.m. Monday, April 8, 2024: Board of Commissioners’ meeting, at the Water Utilities Department, 564 Nashua Street

Dale White, Chairman

Date

Robert Courage, Vice-Chairman

Date

Hunter Philbrick, Commissioner

Date