

Milford Water/Wastewater Commissioners' Meeting Minutes

April 8, 2024

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Meeting ID: 816 3335 8881

Passcode: 310166

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Present: **Dale White**, Chairman, **Hunter Philbrick**, Vice-Chairman, **Robert Courage**, Commissioner **James Pouliot**, Director, **Laura Scott**, Recording Secretary, **Mike Thornton**, Citizen.

Call to Order & Introductions Chairman White called this meeting to order at 11:05 a.m.

Press and Public Comments None

Decisions & Approvals

BOC Meeting Minutes – 03/18/2024 Upon motion by Commissioner Courage, seconded by Vice-Chairman Philbrick, the 03/18/2024 meeting minutes was unanimously approved 3/0, as presented by the 3:0 roll call

Robert Courage: announced “Aye”

Hunter Philbrick: announced “Aye”

Dale White: announced “Aye”

Water Users Fee/Tax Collector's Warrant – March 2024 – After Chairman White read the Tax Collector's Water Users Fee Warrant to collect the taxes in the matter of water users fees for the March 2024 Bill Commitment 240329 in the amount of \$94,294.36 and for the March 2024 Final Bills issued in the amount of \$487.59 the commissioners signed this warrant as presented.

Sewer Users Fee/Tax Collector's Warrant – March 2024 – After Chairman White read the Tax Collector's Sewer Users Fee Warrant to collect the taxes in the matter of sewer users fees for the March 2024 Bill Commitment 240329 in the amount of \$83,099.57 and for the March 2024 Final Bills issued in the amount of \$126.37, the commissioners signed this warrant as presented.

Discussion & Information Items

Supply Options Study – Milford was given a grant from the state to do some supply options for the Town of Milford water system. With the information provided, either increasing the demand from Pennichuck or making a future inter-connection with Wilton was the solution, since there are no viable water sources within Milford.

State Inspection Report – NH DES came to visit and tour the waste water plant for their annual inspection. The visit went very well with no documented issues.

Water/Wastewater Commissioner Meeting Minutes
April 8, 2024

Pennichuck Booster Pump Station Bond (In the works) – The contract for the Booster Pump Station was signed on Friday. Construction is estimated to start in the next 3 – 4 weeks. Director Pouliot is still looking into bond banks for the best interest rate. The million-dollar ARPA Grant from the State will be used while waiting for the bond to be approved.

Update on Financial Setup – April 15th (Bonds) – Muni-Link is now communicating with Sage and the numbers are being automatically corrected within the GL. There are a few minor adjustments still being done in Muni-Link, but is overall running smoothly. Sage has also had a few more adjustments in order to get all the information needed. There will be a meeting with NH Book Keeping mid-April to possibly reconcile and make sure the program is in order. Water Utilities is currently looking into a more efficient payroll company to transition to in the near future.

Distribution Crew- Have done four emergency repairs and five water service repairs as of April 1st. There have been 416 gate valves exercised along with other repairs to gate boxes, hydrants and meters. There are a few curbs stops that will be worked on in the upcoming weeks.

Water Utilities Crew Updates- Overnight hydrant flushing has begun; two techs are doing the flushing. One tech is working the day shift for routine work.

Wastewater Crew-Working on maintenance and prepping to get ready for the big upgrade. There will be a meeting on Thursday to go over what can be done to trim costs for the upgrade.

Adjournment – **At 11:51a.m. upon motion by Vice-Chairman Philbrick, seconded by Commissioner Courage, the meeting was unanimously adjourned by the 3/0 vote.**

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

Future Meeting –
11:00 a.m. Monday, April 22, 2024: Board of Commissioners’ Meeting at WUD 564 Nashua Street
11:00 a.m. Wednesday May 1, 2024: Sewer Rate Hearing at WUD 564 Nashua Street

_____	_____
Dale White, Chairman	Date
_____	_____
Hunter Philbrick, Vice-Chairman	Date
_____	_____
Robert Courage, Commissioner	Date