

MINUTES OF THE WATER AND SEWER COMMISSION
WEDNESDAY, NOVEMBER 12, 2014 – 3PM

1. Present: Chairman Walter Liff, Selectman David McGuckin, Supr. Steve Tabutt, and Secretary Pamela Cullen

Members: Walter Glidden, Norman Houle

Members Absent: John Ireland

Alternate members present: Reg Whitehouse

Alternate members absent: Chet Fessenden

2.a. Chairman Liff asked the Commission to go out of order to accommodate Missy Wilich for her sewer application of 68 Spring Hill Road. Normand Houle moved to go out of order of the agenda. Reg Whitehouse seconded the motion. Motion carried.

3. Chairman Liff reviewed the checks with the Commission after old business of 68 Spring Hill Road sewer application. The check for Attorney Ciandella's firm piqued questions from the Commission of where New Castle stands in reference to the Portsmouth conveyance. Selectman McGuckin said that the conveyance has been delayed by discussions with EPA regarding their new sewer waste water sewer plant. Normand Houle made a motion to accept checks as written. Walter Glidden seconded the motion. Motion carried.

4. Selectman McGuckin made a motion to approve minutes of October 8, 2014 as amended. Normand Houle seconded the motion. Motion carried.

5. Old business:

a. 68 Spring Hill Road sewer application - Cos Iocovozzi of Chis-Co Construction explained the sewer plans for 68 Spring Hill Road for property owned by Missy Wilich. He said the pipes will be turned around and will be coming out the side. Cos then presented the Commission with a plan and explained the proposed hook up to the sewer system on Spring Hill Road. A plumbing permit will be completed for the building inspector. Chairman Liff asked for the Commission's approval which was unanimously given.

b. Fellows Court Sewer Applications - Sutherland and McEvoy – Steve Tabbutt informed the Commission that he has seen the plans for both sewer projects for properties of Sutherland and McEvoy on Fellows Court. Tabbutt then explained how the lines would be laid for this private sewer in the right of way but with good separation from the water line. Tabbutt said that when Peterson put in his sewer line, a stub was left for the other property owners. There will be a need for a bond, as a small portion of Ocean Road will be cut into. Houle questioned accountability. Tabbutt said the McEvoy's would be accountable for the bond and will follow up regarding this issue. Houle reminded everyone that at the prior commission meeting the owners of private sewer lines and their responsibilities were discussed and reflected in the minutes. The Commission then discussed having an addendum attached to the application regarding private sewers.

Houle said that a memo should be in the records regarding the property owners' responsibilities on a private sewer line. Selectman McGuckin said that there should be something drafted for the

property owners. Houle offered to draft a letter. Chairman Liff suggested that this be done in a generic template for future use for other private lines. Steve Tabbutt said that he will take the responsibility to keep the accountant apprised of sewer hookup for the appropriate billing.

c. Zero Base billing – Normand Houle updated the Commission on the zero based billing and indicated that the meeting with the Select Board went well. Houle read from an email that summarized what was said at the Select Board meeting that he, John Ireland and Water Liff attended on November 3rd. Houle told the Commission that they were looking at August 2015 to put this billing change in place. He said that it is all the more important for the Commission to be involved in the budget process to assess the accuracy of the numbers for the base rates for the water and sewer. The Commission discussed the depreciation amounts for the water and sewer and how to determine the right amounts.

6. New business

a. The subject of Alan Weston's water bill was discussed of 168 Portsmouth Avenue. Steve Tabbutt explained how the water meter was installed incorrectly, which translated to incorrect reading. Weston ended up paying sewer charges on the water irrigation meter. Tabbutt said that he is hoping the Commission will look into adjusting Weston's bill going back a year. Weston has paid the large bill albeit complained about the amount. Tabbutt said that he investigated after the complaint and that was when he realized the meter had been installed improperly by the plumber. The Commission discussed if adjusting the bill would set a precedent. Chairman Liff said that each case should be looked at individually. Chairman Liff said he was more in favor of giving a credit. Houle agreed with Liff's comment as did the rest of the Commission. Selectman McGuckin said to go back three cycles for the credit but would charge for the water. Tabbutt will get together with the accountant about this credit.

b. There being no further business to come before the Commission, Chairman Liff asked for a motion to adjourn. Reg Whitehouse made a motion to adjourn the meeting. Walter Glidden seconded the motion. Motion carried. The meeting was adjourned at 4:20 pm.