

MINUTES OF THE WATER & SEWER COMMISSION  
WEDNESDAY, JANUARY 14, 2015- 3PM

1. Present: Chairman Walter Liff, Selectman David McGuckin, Supr. Of Public Works Stephen Tabbutt, Secretary Pamela Cullen, Accountant Deb Knowles  
Members present: John Ireland, Walter Glidden, Normand Houle  
Alternate Members present: Chet Fessenden, Reg Whitehouse

2. Chairman Liff called the meeting to order at 3pm. The first order of business was to review checks with the Commission. The Commission discussed check #1067 to the City of Portsmouth for the December 2014 sewer payment in the amount of \$52,849. Steve Tabbutt explained about the severe rain storm and felt sump pumps may have played a factor in the high readings. He said that he is tracking the flow daily which is now normal. Selectman McGuckin said that in speaking to City of Portsmouth Deputy Director of Public Works Brian Geotz, he explained that the flow increase was water and this water was not intended to go through the system. He said that he is in hopes of some forgiveness from Portsmouth. This amount is about 70 percent more than normal which is around \$35K. John Ireland felt that manhole covers play a part in the excess water seepage into the sewer. Normand Houle made a motion to accept checks as written. John Ireland seconded the motion. Motion carried.

John Ireland made a motion to accept minutes of November 12, 2014 as amended. Walter Glidden seconded the motion. Motion carried.

3. Other business

a. Budget for FY 2016 - Chairman Liff reminded the members that the Commission did not meet in December but received a phone call from Selectman McGuckin regarding the need for the water and sewer budget to be completed by the January 5<sup>th</sup> deadline. Liff said because the water and sewer entity is a carry in carry out budget and he felt there was little need to reconvene the commission. Copies of the proposed budget were passed around to the members. The Board discussed the budget and some of the differences. Normand Houle expressed his concern about some figures in the budget have changed and this may have a bearing on the base cost when working on the zero based billing. Selectman McGuckin said that going forward that the commission should meet in December every year and that this particular meeting should be devoted to the budget.

4. Old business

a. Water/sewer bill for 168 Portsmouth Ave. – Selectman McGuckin informed the commission that a letter was written to Alan Weston of 168 Portsmouth Avenue regarding the water meter that was installed incorrectly. McGuckin said because of this incorrect installation, Mr. Weston incurred some exorbitant fees. The town has agreed that for the last four month billing period, Weston will only be charged for water usage and no sewer charge. Going forward starting with the new period on December first, Weston will be billed normally for the water and sewer. Selectman McGuckin will provide the commission with a copy of the letter to Mr. Weston. (attachment – letter of 12-11-14)

John Ireland commented that this has been the second or third time that water meters have been installed incorrectly, and should there be a second check for new installations particularly after new construction. Discussion ensued as to multiple inspections, Tabbutt and Pufahl doing the installations themselves, and the accounting for irrigation meters, but no decision was derived upon.

b. Update on the billing – Normand Houle said the billing is in a holding pattern and will wait until January or February to have a better sense of the conveyance. John Ireland questioned what the BOS intentions regarding the tiered billing. (Minutes from the BOS meeting of November 3, 2014 attached for reference)

c. Update on the conveyance - Selectman McGuckin said he and Selectmen Lorn Buxton met with official from the City of Portsmouth to determine the next step for the conveyance. McGuckin said that this will not make the May town meeting because Portsmouth has set forth some criteria and need to obtain some estimates. The City of Portsmouth has three areas of demands: to hire a consultant, update mapping, and continue flow monitoring of the 8 pump stations as well as infiltration problem. To do this analysis of the pump stations there is an estimate cost of \$30k to \$40k. The next request is to have mapping of all the water and sewer lines which is another estimate of \$30K to 40K. The third cost would on the infiltrations problem with another estimate of \$30 to \$40 K. Portsmouth advises us that the costs will be in neighborhood of \$120k for next step and take about 8 months.

The Commission discussed the costs and what is facing the town regarding the water and sewer system, the potential support from the town's people, and the implications of the aging pump stations. Liff suggested bringing this up at the May town meeting. Selectman McGuckin felt with this new proposal from Portsmouth, the commission should have time to contemplate these request. McGucking agreed that something should be said at town meeting about the conveyance. Normand House questioned the request for mapping since the town had presented Portsmouth with this information already. McGuckin said he will ask about this.

## 5. New Business.

a. Island Items – Chairman Liff brought up the agenda item of requesting articles for the February 2015 issue of Island Items. Selectman McGuckin said that the town made a decision that for three of the four issues published yearly of Island Items, that three will be mailed out to the residents and the fourth issue will be delivered in with the May town report. McGuckin said that the town would like to have every department contribute. Normand Houle suggested an article to address the issue of conveyance. Are we ready to tell the town there will be a new billing system? This items could be held off until the May issue. Selectman McGuckin said that he will do a draft article about the infiltration into the sewer lines.

6. Chairman Liff asked for any further business. There being no other business Chairman Liff asked for a motion to adjourn. Normand Houle made a motion to adjourn the meeting. John Ireland seconded the motion. Motion carried. The meeting adjourned at 5:25pm.