

MINUTES OF THE WATER AND SEWER COMMISSION  
WEDNESDAY, SEPTEMBER 14, 2016 – 3PM

Present: Chairman Walter Liff, Ex-Officio BOS David McGuckin, Supr. Of Public Works Steve Tabbutt, Secretary Pamela Cullen, Accountant Deb Knowles  
Members: John Ireland, Richard White, Normand Houle  
Alternate members: Chet Fessenden, Reg Whitehouse  
Guests: Clint Spinger, Peter Rice

1. Chairman Liff read the checks for the Commission's approval. John Ireland made a motion to accept checks as written. Chet Fessenden seconded the motion. Motion carried.
2. The minutes of August 10, 2019 were reviewed for additions or corrections. Normand Houle made a motion to accept minutes as amended. John Ireland seconded the motion. Motion carried.
3. Old business:
  - a. Water Study/pump station bypass - Selectman McGuckin said that either on the 28 or 29 of September, the Select Board will be meeting with Underwood Engineering. Underwood will be presenting a draft on the water study and the bypass process for the sewer pump stations. The Commission discussed if any of their members should or could attend. McGuckin said that he would email the members regarding addition attendance.
  - b. Update on zero base billing – Selectman McGuckin explained to the Commission that given the accountant's physical condition, the town will be unable to accomplish the billing conversion and may need to wait until her replacement is hired which may possibly happen in October. Deb Knowles explained the stumbling block in the conversion is the availability of time to do the work. Normand Houle thought that December would be tenuous at best for the billing conversion, and this was discussed at the last meeting as how would we change the sewer rate. The Commission discussed the increase in the rate by possibly a dollar. Selectman McGuckin said that the sewer rate went up 4 percent.
4. New business:
  - a. Water line break – Steve Tabbutt reported that the water line break in Little Harbor has been repaired. Tabbutt said that in talking to Portsmouth, the question arose that if these breaks continue to happen, what is the long term solution. This was the third water break and Portsmouth is looking into a permanent fix. Tabbutt said that this line comes from Odiorne Point and crosses Little Harbor and pumps 48 and 54 psi daily which is adequate for homes but not for fire fighting. Richard White said that the water level in the tank on Spinney Road is what governs the pressure, and should aim to maintain 55psi. White said the biggest issue is volume and the need to replace the water lines.

- b. Accountant Deb Knowles gave the monthly breakdown balance for the end of August 2016:  
Water checking balance is \$125,840.70  
Sewer checking balance is \$364,031.06.
- c. Water ban – Selectman McGuckin reported there is a water ban in the town. Notices have been posted throughout the town indicating that there is no lawn watering. If a violator is seen to call Pam Cullen in the town office or Don White in the police department who will notify the homeowners about the ban. Steve Tabbutt said that this was an exceptional drought and water supply is a big issue.
- d. 68 Spring Hill Road - Steve Tabbutt reported that the house on 68 Spring Hill has been torn down. The new buyer elected to move the new home back from the street. Tabbutt said that the sewer line was installed by the previous owner but the town was never notified of the hookup and that the plumbing was never hooked up in the house. John Ireland said that because it is a new house being built, that the owners should apply for a new sewer application.

Due to a commitment, Chairman Liff had to leave the meeting but passed the gavel to John Ireland to chair the remaining time of the meeting. John Ireland asked for other business to come before the commission.

Dick White said he had a chance to read the Underwood Sewer Executive Study. White said that if the state moves ahead with the paving of Route 1B, the town needs to look at the manholes that need attention. Steve Tabbutt said that some of the manholes will need new corbels. The town has asked the state to delay the paving. The paving is scheduled for the summer of 2017. The other issue for delaying the paving is that the town plans to apply for TAP funds to widen Route 1B.

The Commission discussed on how to move forward with the sewer pumps and installing the bypass and the need to encourage the Select Board to take action for the 2017 warrant. John Ireland said that the Commission should initiate something in writing to the select board. The Commission discussed the timing for a warrant. Dick White discussed the logical step process for costs of the sewer upgrade, design and going out to bid should be explained to the public. The Commission then discussed the conveyance to Portsmouth and what would be required by Portsmouth to facilitate this process particularly the pumps which would either need to be replaced or designed to fit their system. The Commission agreed that this is a continuing subject.

Normand Houle provided the members with a draft letter from the commission to the Select Board asking them to review this draft for the next month's meeting.

Vice Chair John Ireland asked for any other business to come before the commission. There being no more business, Ireland asked for a motion to adjourn.

Dick White made the motion to adjourn the meeting. Chet Fessenden seconded the motion. Motion carried. The meeting adjourned at 4:10pm.