

Ashland Water and Sewer Commission Minutes
June 7, 2016
6 Collins Street
Ashland, NH
6:30 PM

CALL TO ORDER: Eli Badger called the meeting to order at 6:30 PM

MEMBERS PRESENT: Members present for the meeting were Eli Badger, Alan Cilley and David Toth

OTHERS PRESENT: Others present at the meeting were Christine Cilley, Mardean Badger, Fran Newton, Normand DeWolfe, Kathleen DeWolfe, and Rusty Cross.

NEW BUSINESS: Rusty Cross distributed the monthly Utility Partners report to the Commissioners. He reported that the meter reading project was completed. He advised that one of the chlorine pumps was not working and a replacement pump had been ordered. The fire hydrant near Comfort Inn has been repaired.

The Commissioners then discussed their Policy Review. The following Policy Review has been put in place:

- Requiring multiple bidders is at the discretion of the Commissioners, but it is based on balancing departmental needs with budgetary constraints. The minimum spending guideline for requiring multiple bidders is \$25,000.
- All questions concerning operational and/or capital expense spending will be answered at a public meeting and reflected in the minutes.
- All questions concerning proposed or on-going projects will be answered at a public meeting and reflected in the minutes.
- All questions requiring research will be answered, if possible, at the next scheduled Tuesday evening meeting and reflected in the minutes.

The Commissioners discussed the Septage Receiving Pilot Program. The Commissioners report that the ramp for the new building is in place. The containers used for the dumping of refuse are here but at this time there are no fittings for the containers. Concern has been raised about the Certificate of Liability.

Commissioners will discuss the Certificate of Liability with the company.

The Commissioners have a conceptual drawing of the building the Water and Sewer Department would like to build. The dimensions of the proposed building is 40' x 140'. The ramp will enter the building on the backside and run inside the building. The ramp will be 20' wide x 80' long. The Commissioners would like the ramp to be a weight scale for the haulers' trucks. The ramp will rise inside the building 3' and the building itself will rise 16'. The building will contain at least 3 containers. It will have electricity and water. The floor will be concrete throughout with radiant heat in the concrete. There will be a pipe connecting all containers for convenience of dumping. The building will not be heated above 45 degrees during the winter. The haulers will continue on the honor system until enough revenue starts being generated so that a scale can be purchased and installed at the top of the ramp. The Commissioners emphasized in their presentation that the cost of this building is not coming out of users' rates. The project will be ready to go out to bid after engineering has been done. If the project is done without grants or Federal regulations the project could be completed by April/May 2017. The Commission is applying for a Northern Borders grant in the amount of \$250,000. If the grant is approved it will mean the project needs to abide by Federal regulations which will put off starting of the project until October 2016.

The Commissioners had a discussion with Chris Whey of Northern Borders Grant Program. Mr. Whey is familiar with sewer projects similar to the one the Commissioners would like to complete. As part of the Northern Borders Grant the Commissioners can show that the grant would foster economic development; show the impact on the haulers and on local businesses; show that the project will generate construction jobs and will necessitate hiring 1-2 full-time people to monitor septage receiving activities. Tom Schwartz from Woodard and Curran is generating approximate costs for the project's infrastructure needs.

The Commissioners discussed the Auditing Update for the department. As of the June 7 regular department meeting the Water and Sewer Department had not received the audit from Graham and Graham their auditor. The departmental audit needs to be completed so the Town of Ashland can set its tax rate. Mr. DeWolfe, Chair of the Board of Selectmen, said that the State requested the Form 535 and now it is past due, and that penalties could be attached. The end-of-year financial statements have not been received and the department is six months into the next fiscal year.

The Commissioners need to discuss and then decide their next steps concerning their audit and their auditor. The Commissioners will discuss their options and discuss the audit again at a future meeting.

David Toth, as a TAC member, advised the Commissioners of a recent discussion concerning culverts around the lakeshore. The discussion centered on what the NHDOT and the LRPC were doing concerning culverts around the lakeshore. There is a new commissioner at NHDOT who is more responsive to local needs. David would like to revisit with NHDOT the issue of salt in and near the local town wells. He thought that LRPC might be able to intercede for Ashland in these discussions.

ADJOURNMENT:

Alan Cilley made a motion to adjourn. David Toth seconded the motion. With three votes in the affirmative the meeting adjourned at 7:35 PM.

Respectfully submitted,
Paula Hancock
For the Ashland Water & Sewer Dept.