

Meeting called to order at 9:00 am.

Present: R.Stern, T.Hazelton, J.O'Reilly, Commissioners. A.Wright, J.Tolman, H2O Innovations.

Minutes: Motion by T.Hazelton to approve the August 16, 2023 minutes, seconded by J.O'Reilly. All in favor, approved.

Public Comment: none

Treasurer's report: Sewer Capital Reserve Account ending balance for August was \$1,379,721.75. Operating Fund ending balance for August was \$1,092,742.99.

Manifest Approval: Discussion on sensor repair. Motion made to approve the 9/20/2023 manifest by J.O'Reilly in the amount of \$55,094,92. Seconded by T.Hazelton. All in favor, approved & signed.

Plant operators report: Flows are up from last year, sludge as billed. Preventative maintenance was performed per manufacturers recommendations and schedules by plant staff.

- Weekly pump station checks.
- Mowing, trimming brush, and week whacking.
- Painted headworks.

Portsmouth has closed their Pease facility to haulers on Fridays, more trucks are dumping at our facility.

Discussion on heavy rains and the impact on the plant. Rain over the weekend tripped some sewer alarms.

New Business: Annual DES site visit report reviewed. Plant is being run well and positive feedback noted. J.Tolman advised NH DES requirements for minimum numbers of certified operator staff. Staffing levels, SOP manual, and received septage discussed.

Old Business: Bid received for mower and tractor. Motion by J.O'Reilly to accept the bid from Frank Reinhold for the mower and tractor, seconded by T.Hazelton. All in favor, approved.

Discussion on major maintenance and the budget. Major Maintenance and Abatement lines have been over-expended. Bills are still being applied to the over-expended lines. The Selectmen have a form to fill out at the end of the year to transfer lines on other budgets. The sewer budget is separate. It would be done at the end of the year and the commission needs to decide which lines to transfer from.

Deduct meter notes from Portsmouth Water reviewed. Permit needs to require a backflow for protection internally. Meter Installer needs to be an approved water sense irrigator auditor. Discussion on installer qualifications and clarification. A.Wright shared that a resident not on the wastewater system requested a water deduct credit. Motion by J.O'Reilly to update the deduct meter policy to add that the Installer must be an approved water sensor irrigator auditor and that the permit is only for users of the wastewater system.

Budget work session scheduled for 9/26/23 at 3 pm at the Wastewater Treatment Plant.

Motion by J.O'Reilly to go into a non-public session per RSA 91-A:3, II(a) at 9:50 am. Roll call vote taken; R.Stern – yes, T. Hazelton – yes.

Motion J.O'Reilly to exit non-public session at 9:58 am, seconded by T.Hazelton. Roll call vote taken at 9:58 am to exit non-public session. R.Stern – yes, T. Hazelton – yes, J.O'Reilly – yes.

Motion by J.O'Reilly to seal minutes of non-public session for 10 years. seconded by T.Hazelton, all in favor, approved.

Discussion on HB321 in regard to sealed minutes, will review sealed minutes at the October meeting.

A budget work session will be held on Tuesday September 26, 2023 at 3 pm at the Wastewater Treatment Plant.

Next regular meeting will be Wednesday October 18, 2023, at 9 am at the Wastewater Treatment Plant.

Adjournment: 10:02

Respectfully submitted,

Gail Klanchesser