

## Newington Sewer Commission 11/15/2023      APPROVED MINUTES

Meeting called to order at 9:02 am.

**Present:** R.Stern, T.Hazelton, J.O'Reilly, Commissioners. L.Coleman, Sewer Clerk. A.Wright, J.Tolman, H2O Innovations. E.Kelley, Harbor Capital. K.McMaster, Great Bay Commons property manager.

**Minutes:** Motion by T.Hazelton to approve the October 18, 2023, October 18, 2023 non-public minutes, and November 1, 2023, seconded by J.O'Reilly. All in favor, approved.

**Public Comment:** Discussion on irrigation credit for Great Bay Commons, irrigation credits for 2023 bill that will be applied to 2024 sewer bill. K.McMaster advised they had followed all the requirements from the Commission, but their water submeter had not been read. A.Wright advised the meter was not read because Great Bay Commons had not completed and signed the Deduct Water Permit form. It was agreed that irrigations credits have been applied to previous bills and should continue, but the permit will need to be signed. Meter reading will commence when signed permit is returned.

Motion by J.O'Reilly to adjust 2024 sewer bill for Great Bay Commons to deduct for 2023 irrigation. Seconded by T.Hazelton. All in favor, approved.

**Treasurer's report:** Sewer Capital Reserve Account ending balance for October was \$1,386,647.92. Operating Fund ending balance for October was \$1,257,104.86. Discussion on upcoming construction and sewer tie-ins, and interest earned on accounts.

**Manifest Approval:** Discussion on A/C repairs. R.Stern requested A.Wright find out how old the a/c system is and how much has been spent on repairs. Motion made to approve the 11/15/2023 manifest by J.O'Reilly in the amount of \$57,710.50. Seconded by T.Hazelton. All in favor, approved & signed.

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

- Weekly pump station checks.
- End of season mowing, trimming brush, week whacking, and leaf blowing.
- Cleaning out pump stations, trash and debris that has blown up along the pump house.
- Cleaned plant water tank & chlorine contact tanks.

Irrigation Water Deduct Permit Applications were sent out to users on 11/2/23. Postage was done by the Town Hall and will be charged to us.

Damaged manhole on Shattuck Way was not ours, it is an electrical manhole. A.Wright contacted M.Roy to let Eversource know. R.Stern requested A.Wright to contact Chris-Co to check all manhole covers on Shattuck Way for damage.

Truck brakes are grinding when braking and shaking the steering column, along with a ticking noise on the passenger side wheel well. Appointment with Portsmouth Chevy tomorrow at 1 pm. Discussion on previous work to pass inspection. Recommended to go to Auto Tech on Shattuck Way instead.

Replacing centrifuge VFD, it is failing and an original part. Estimated cost -installation and start up - is \$8,960.00. Quote in packet. That will make sure the computer is running properly to run the motor.

Watson Marlow pump for sodium hydroxide has a drive problem.

- 7 year old pump will cost \$300 to diagnose issue on top of potentially \$2,500-\$4,500K to fix
- To replace in kind is \$13,000

- Cheaper version is \$4,500-\$5,200

R.Stern inquired on the run life of a pump, it is normally longer than 7 years. Plant currently running on 1 pump.

Someone is dumping something with high acidity into the system and A.Wright has been manually adding hydroxide to treat. Discussion on what is being dumped and where; it is occasional – starts at the weekend and continues into the week. The last occurrence was a few weeks ago. It is coming from the collection system. J.O'Reilly asked if there is a legal issue with what is being discharged into the drains. A.Wright advised it is some type of surfactant. It has super low pH coming in, smells like paint thinner or floor stripper, and contains red dye.

**New Business:** Budget reviewed. Bond and interest for plant upgrade and forcemain project reviewed. Not enough budgeted in 2024 budget to fund these payments. Line will be overdrawn for 2023. Bond interest line is also supposed to cover bond fees.

Lines and what are charged to them reviewed. The State of NH wants two separate checks so that bond fees are a separate payment.

- Line 997 is principal and interest on Plant Upgrade. Needs to go up \$386,652.00
- Line 998 is fees and interest. Needs to be: \$120,851.00

Discussion on what expenses should be assigned to each line. Names of lines need to be updated to reflect what is charged to them. It does not change the bottom line of the budget.

Motion by J.O'Reilly to rename line 997 to Bond Payments and Interest and line 998 to Bond Fees, seconded by T.Hazelton. All in favor, approved.

Discussion on a \$24,014 payment to the State of NH Treasurer. R.Stern will research this.

Commissioners then discussed unexpended funds in the checking account. Capital Reserve account does not have a cap or time limit. Should it be moved there or create a different account or line for it, must have a line to expend from.

Discussion then turned to defining what is Major Maintenance and would should be funded from the Capital Reserve Account. The cost of the drive unit motor should come out of the capital reserve account. Major and unanticipated repairs and replacement from the Capital Reserve Account do no impact rates or the budget. The Capital Reserve account however cannot be used to offset sewer rates. Putting money into the Capital Reserve account will help keep the rates down. Will continue discussion on funding the Capital Reserve account at the next meeting

#### **Old Business:**

Next regular meeting will be Wednesday December 20, 2023, at 9 am at the Wastewater Treatment Plant.

**Adjournment:** 10:41

Respectfully submitted,

Gail Klanchesser