

Newington Sewer Commission 6/21/2023 APPROVED MINUTES

Meeting called to order at 9:00 am.

Present: R.Stern, T.Hazelton, Commissioners. A.Wright, J.Tolman, H2O Innovations. D.Messier, H2O Consultant. K.McMaster, from CP Management and E.Kelly, Shattuck Way Commons. J.O'Reilly absent

Minutes: Motion by T.Hazelton to approve the May 17, 2023 public minutes, seconded by R.Stern. All in favor, approved.

Public Comment: D.Messier spoke to the request from Shattuck Way Commons, they are looking for remuneration for their 2021 bill under the theory that irrigation flow did not make it to the wastewater system. Total amount is \$19,250.70. Discussion on the meters used; all were removed, tested and certified. CP Management took over in 2021 and was the first management company to question irrigation water charges. D.Messier recommended an abatement as it would be compliant for auditors. Discussion also included the timeline of the initial request, all the steps taken towards the meeting today, and the water deduct permit.

Motion by T.Hazelton to issue an abatement of \$19,250.70 to Great Bay Commons for overpayment of the 2021 Sewer Bill. In addition, a representative of Great Bay Commons will sign an Outside Meter Policy. Seconded by R.Stern, all in favor, approved.

Motion by R.Stern to go into a non-public session per RSA 91-A:3, II(a) at 9:22 am. Roll call vote taken; R.Stern – yes, T. Hazelton – yes.

Roll call vote taken at 9:24 am to exit non-public session. R.Stern – yes, T. Hazelton – yes.

Treasurer's report: Discussion on Enterprise accounts and different banking options. R.Stern will discuss with Trustees of the Trust Fund and TD Bank. Enterprise Account balance for May was \$1,369,986.90. Operating Fund ending balance for May was \$427,366.37. State Aid Grant payment of \$149,170.00 was received. Approximately 75% of Sewer Bills have been received.

Manifest Approval: Discussion on Legal Fees and the Unitil sewer easement contract.

Motion by T.Hazelton to bill Unitil for any legal fees in regard to building on top of the sewer easement. Seconded by R.Stern. All in favor, approved.

Motion made to approve the 6/21/2023 manifest by T.Hazelton in the amount of \$58,977.92. Seconded by R.Stern. 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 A.Wright and S.Knight.

- Weekly pump station checks.
- Paul Brook high amps alarm – J.Scotton came in to train A.Wright and S.Knight on how to pull rags from the pumps.

Discussion on rags in the pipes and possibly using a grinder or rag removal system. Currently they are manually clearing rag debris 1-2x/month. A.Wright will investigate options to alleviate the rag problem.

The pump stations have 2 pumps, usually only 1 running at a time. Part of the issue could be a design flaw. Pumps just have impellers, not chopper pumps.

Moved old mower and tractor into garage bay. Old Zero turn mower would not start, old tractor is running. J.Scotton expressed interest in purchasing both, will table until J.O'Reilly returns.

Lubrication for centrifuge is wearing out. Recommendation for a new lubricator, case of grease, and a quote were reviewed. R.Stern requested a list of all work billed to the Major Maintenance line item, A.Wright will complete that. Some of the work can be funded from the Capital Reserve account, will table future discussion to the next meeting. Since the centrifuge may run out of grease before the next meeting R.Stern requested A.Wright to purchase a case of the Kluber grease so that the centrifuge can continue to work.

New Business: Water main break on Nimble Hill Rd discussed.

Old Business: Discussion on adding payment plans into Sewer Regulations. Payment plans were offered to sewer rate payers but were not specifically added and worded in the regulations.

Motion by R.Stern to sign the Sewer Warrant for \$1,075,441.14. Seconded by T.Hazelton, all in favor, approved and signed.

The agreement from Unitil that was approved at the previous meeting signed by R.Stern.

Discussion on Outside Water Meter policy and application. Policy states must be installed by a licensed plumber. If a user has already installed their meter it will need to be inspected by a licensed plumber if not installed by one. Discussion on backflow preventers and wording that does not apply to wastewater. A.Wright to contact Portsmouth Water to determine if they have any questions or concerns on our policy and to ensure that it does not interfere with an policy they have in place.

Next regular meeting will be Wednesday July 19, 2023, at 9 am at the Wastewater Treatment Plant.

Adjournment: 10:26

Respectfully submitted,

Gail Klanchesser