

## **Newington Sewer Commission 10/19/16 APPROVED MINUTES**

Meeting called to order at 9:02

**Present:** T. Cole Chairman, T.Field, R.Stern, D.Messier Plant Operator, S.Bullard Utility Partners.

**Minutes:** Minutes from 9/21/16 reviewed. Motion by R.Stern to approve, seconded by T.Field. All in favor, approved.

**Public Comment:** None.

**Treasurer's report:** Monthly report of the Capital Reserve Account, Municipal Sewer Enterprise Fund, bank statements, and the Treasurer's report all reviewed. October billing is coming in and all major accounts are current. Bill reminders will go out early November. Motion by T.Field to approve, seconded by R. Stern. All in favor, approved.

**Manifest Approval:** Discussion on bills and refunds through the SRF Loan. Motion made to approve the 10/19/16 manifest by R.Stern in the amount of \$383,096.58. Seconded by T.Field. All in favor, approved & signed.

**Plant operators report:** Report is short, but a lot going on. J.Hoyt has returned to work and all preventative maintenance has been completed. Construction is ongoing and is 33% complete. Effluent equalization tank staging is in place to pour the roof. All compartments are done and have been tested for leaks. By the end of next week forms will be of the sludge tank, holes patched for the rods, and tested for leaks before the roof is poured. Generator pad has been poured and it will be on site by the end of the month. SBR equipment is on site, installation beginning in a few weeks. Crews are moving quickly and efficiently. Major push to get concrete poured while weather is cooperative. New office will be almost completed by next month. Budget draft completed.

Working with the contractor it was discovered a 3-way plug valve was omitted from the plans. The old valve will be removed and a change order of approximately \$11,904.64 will need to be completed to add the valve. Motion by T.Field to approve the change order, seconded by R.Stern. All approved and signed.

**Old Business:** None.

**New Business:** Discussion on legal meeting between Chairman Cole, D.Messier, and A.McEachern in regards to using funds from the Surplus Capital Reserved Account to fund the additional pump station work. Legal opinion is use of funds for pump station work is allowed under RSA. Copy of detailed letter from Shaines & McEachern on file at Wastewater Treatment Plant.

Town audit completed, D.Messier in receipt of audit documents. All accounts audited and okay.

Budget for 2017 discussed. Draft budget details an increase of \$4,507 or .5%. T.Field made a motion to send forward the draft budget of \$867,624, T. Stern seconded. All in favor. Budget meeting with the Selectmen is Monday October 24, 2016 at 7:30 pm.

Next meeting will be November 16, 2016 at 9 am.

**Adjournment:** 9:35 am.

Respectfully submitted,

Gail Klanchesser