

## **Sewer Commission meeting 6/25/15**

**Present:** Chairman T. Skip Cole, Timothy Field, Justin Richardson, Treatment Plant Operator Denis Messier, Wright-Pierce Engineer Ed Leonard.

Meeting began 9:07am

**Minutes:** moved by J.Richards, seconded by T.Field, voted & approved with 1 correction.

**Treasurer's report:** Discussion on how accounts work and the transfer of funds between accounts. Review of manifest. Bill for Engineer for the FD, 3<sup>rd</sup> party review of electrical plan for upgrade. Repair of pavement on Shattuck way from sewer leak.

Manifest approved

Motion by J. Richardson to approve \$20,000 transfer made by Treasurer Sue Philbrick on 5/29/15 from Enterprise Fund 00-3000309 to Operating Fund 00-3000214 as shown on Treasurer's Reconciliation Report. Seconded by T. Field. Motion carried

**Plant Operator's report:** D. Messier advised flow is relatively the same as last year. Bids went out for SBR. Denis and Ed met with the DES on 60% drawing. Application sent to the State for the SRF Loan, everything is in place. We are on the agenda for the next Governor's Council meeting. Sewer billing has been sent out, \$410,000 has been sent in already. While the billing was for 50%, some larger accounts prefer to pay 100% and have done so. The garage doors have been completed.

The Sealer for the daily coliform test will need to be replaced as it is leaking.

One of the Biological Oxygen Demand (BOD) incubators is going, it is leaking water and the temperature is fluctuating. It is used daily for testing and is always running. A larger one will cost approximately \$4,000. The smaller under the counter ones do run less, but would like to get the larger unit. Test samples must be at a constant and cannot have temperature fluctuations. The other unit is also making funny noises. Motion made by J.Richardson to purchase a new BOD incubator, second by T.Field. Motion carried

**Discussion with E.Leonard, Wright-Pierce:** 60% submittal done. Denis has reviewed it and it has been submitted to the DES. Not too many comments, but a few from Denis, includes cost estimate. Still above the SRF loan. SRF loan amount 8.1 million. Town approved 8.18 million.

There are 3 bid alternates; need to decide which build alternate to use, what to take out, what to use, and which will be a cost savings.

Discussion on cost and alternatives. Cost can be as high as 9.35 million. Will discuss with bond council and potentially go before the town. Denis suggested waiting to see what the bids look like when they come in during November and December. There are items in the bid that can be removed to have monetary savings.

E.Leonard said their bid is conservative but not high by 20%. 5-10% above the low bidder is their goal. Some factors are built in for inflation during construction, design & construction contingency. Letter provides a couple of summarized estimates. Full bid is 30 pages

Discussion on options to lower cost. Table on page 2 of the Wright-Pierce document is a summary of project and a breakdown of bid alternates. Construction cost estimate, project cost. Difference between columns is with removing parts. Does not change need for project is just gives all the options.

There are 2 offsite pump stations included in the plan, Shattuck way and behind Tyco. 2 pumps in each, small and 35 years old.

D.Messier suggested removing option C, the control building addition to save \$300,000. Office can be moved to another area of existing building and move J.Hoyt's workshop to the rear of the building. This can be done and still meet ADA code.

Discussion by board resulting in decision to leave option C in the plan.

Ed – SBR preselection. Bids came in on June 9<sup>th</sup>. Discussion on the bids and the types of systems proposed. Bid package was for a retrievable aeration system, one bid came in quote a Sanitaire system which is what the plant currently uses. A point system was set up to review and rank the bids. Consideration will be given to manufacturer's previous installations in cold-weather climates. D.Messier advised the retrievable system will give the plant more options in the future and the board concurred.

Discussion on asking bidders to make suggestions on how to lower their bids. Is this permissible? E.Leonard advised it is okay to do and does not favor or give preference to any of the bidders. Next steps is awarding of bids and DES review. We are not obligated to review any bid submitted that did not meet the specifications of the request for bids.

Under RSA 91-A:3,II (d) meeting moved to non-public session at 10:32am to discuss bids. Roll call vote taken, all in favor.

Non public session to authorize Wright-Pierce to take certain actions relative to SBR treatment system bids. J.Richardson moved to seal minutes of decisions until such time as a final contract is signed. Seconded by T.Field, vote taken, all in favor.

10:38 returned to public session.

McEachern – on board, has a junior lawyer who will do the work. Done on T & M.

Discussion on lay down areas during construction, not a lot of space on site. D.Messier will discuss with car dealership and will discuss with other abutters. Next meeting: July 30<sup>th</sup> 10am

Meeting adjourned 10:52

Respectfully Submitted,

Gail Klanchesser

