

Meeting called to order at 9:27 am.

**Present:** T. Cole Chairman, R.Stern, T.Hazelton, Commissioners. D.Messier, J.Tolman, Utility Partners. L.Shields, Wright-Pierce Engineers.

**Election of Chairperson:** Motion by R.Stern to appoint T.Cole as Chairman, seconded by T.Hazelton, approved.

**Minutes:** Minutes from 2/20/19 reviewed. Motion by R.Stern to approve as corrected, seconded by T.Hazelton. All in favor, approved.

**Public Comment:** None.

**Treasurer's report:** February reports and bank statements reviewed. Treasurer's operating fund balance as of February 28<sup>th</sup> was \$692,039.94. Enterprise Account balance was \$760,519.86.

**Manifest Approval:** Discussion on 2% retainage still held in an escrow account for Waterline Industries. All work and punch list have been completed. 2% retainage plus required interest comes to a total of \$158,639.70.

Motion by R.Stern to pay Waterline Industries the 2% retainage plus interest totaling \$158,639.70 out of the Escrow Account and to transfer the remaining balance of the Escrow Account to the Sewer Enterprise Fund and to close the Money Market Escrow Account. Seconded by T.Hazelton. All in favor, approved.

Motion by R.Stern to authorize Chairman T.Cole to sign the letter to disburse the funds. Seconded by T.Hazelton. All in favor, approved.

Motion made to approve the 3/20/19 manifest by R.Stern in the amount of \$218,754.56. Seconded by T.Hazelton. All in favor, approved & signed.

**Plant operators report:** Flows are down from last year, sludge as billed. Preventative maintenance performed as scheduled.

An 1 ½" water line was installed in the headworks.

While replacing a flat tire it was discovered all the tires on the truck had dry rot. These are the original tires with the truck and are 5 years old. All 4 tires replaced.

D.Messier had the brush over the forecmain from Woodbury Ave to the Paul Brook station cut back to allow for contractor walk-throughs.

Ladders for the 3 vaults have arrived. Currently being painted then will be installed. D.Messier would like to order 3 safety posts to attach to the top of the ladders.

Electric heater in the back garage was replaced after it failed. This unit was not part of the upgrade project.

D.Messier attended an Adaptive Management Permitting for Great Bay meeting. This was an informational session with the EPA and NH DES regarding permitting and future permit needs. Meeting discussed permits, credits, point source discharge, and non-point source discharge.

Discussion ensued on payment of sewer invoices. Sewer Commissioners have requested to meet with the Town Finance Director. She has requested a list of questions to answer in advance.

Motion by R.Stern to hold the next Sewer Commission meeting in the deRochment Room at the Town Hall if the room is available, and if Town Finance Director is willing to attend. Second by T.Hazelton. All in favor, approved.

**New Business:** Motion by R.Stern to appoint T.Cole as designated authority to sign for State Aid in connection with sewer disposal system. Seconded by T.Hazelton. All in favor, approved.

**Old Business:** L.Shields spoke on the attachment for the SRF Loan. While funding was voted upon at Town Meeting, we are still waiting on the State to find out if we will receive a SRF Loan. We are #24 on the list to be voted on. L.Shields will put together the SRF Loan application and submit it. Phase II design will follow when funding is approved. Discussion ensued on the Foremain Phase II plan and the map of the project was reviewed.

Motion by R.Stern to designate T.Cole as the Authorized Representative for the Sewer Commission to apply for the SRF Loan from the State of NH. Seconded by T.Hazelton. All in favor, approved.

Discussion on when contracts need to be signed and the scope of the contract. Current contract is for the design and SRF application. Wright-Pierce can submit the application first and then delay starting on design. Project will happen next year, this year is all paperwork and planning.

Motion by R.Stern to move forward with the Paul Brook Engineering and Design Plan in the amount of \$111,400 and to authorize Chairman T.Dean Cole to sign the contract. Seconded by T.Hazelton. All in favor, approved.

Next meeting will be April 17, 2019 at 9 am in the deRochemont Room at the Newington Town Hall pending the availability of the room and if the Town Finance Director can attend.

**Adjournment:** 10:47 am.

Respectfully submitted,  
Gail Klanchesser