

Newington Sewer Commission 1/16/2019 APPROVED MINUTES

Meeting called to order at 9:00 am.

Present: T. Cole Chairman, R.Stern, T.Hazelton, Commissioners. D.Messier, J.Tolman, Utility Partners.

Minutes: Minutes from 12/19/18 reviewed. Motion by R.Stern to approve, seconded by T.Hazelton. All in favor, approved.

Public Comment: None.

Treasurer's report: Discussion on moving money from operating fund to enterprise fund. Will discuss again in February when 2018 town budget is closed.

December reports and bank statements reviewed. Treasurer's operating fund balance as of December 31st was \$1,162,376.89. Bank statement operating fund balance as of December 31st was \$1,212,674.66. Enterprise Account balance was \$359,861.22.

Manifest Approval: Discuss on amended December manifest. D.Messier had spoken to Town Hall for final 2018 bills and was requested to generate individual purchase orders for each item, and then was told to submit 1 purchase order after the manifest was approved. Six purchase orders totaling \$11,593.87 to be deleted which changes the manifest total to \$58,593.87. Discussion continued on town charges and which line items each item is charged to and from.

Discussion on new PO# 1283 for town charges of \$16,783.77 charged from a line item that is not on the sewer budget and the timing of bills from the town hall for services provided to the Sewer Commission.

Motion to remove \$11,593.87 from the \$70,189.64 December manifest from a town mistake to an amended December manifest total of \$58,593.87 by R.Stern, seconded by T.Hazelton. All in favor, approved.

Motion made to approve the 1/16/19 manifest by R.Stern in the amount of \$67,005.13 which includes a correction to the town charge in the amount of \$16,783.77. Seconded by T.Hazelton. All in favor, approved & signed.

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

In February waterline will be looking for their escrow amount. AMP is complete, program ongoing.

The WWTP has been approved for the SRF funding, we are #24 on the list with \$150,000 in debt reduction.

When budget is approved Commissioners will need to have a discussion on projects to be funded from the major repair account line.

D.Messier will set up a meeting with the Town Hall to discuss how items are paid out of the sewer budget.

Review of correspondence. Discussion on legal advice and RSA's related to Sewer Commissions.

New Business: Warrant articles reviewed by town lawyer and Atty. A.McEachern.

To see if the Town will raise and appropriate the sum of One Million Dollars (\$1,000,000.00) for the completion of the Paul Brook PS Forcemain Replacement Phase II Project, and to authorize the issuance of not more than One Million Dollars (\$1,000,000.00) of bonds or notes in accordance with the provisions of the Municipal Finance Act (RSA 33); and to authorize the Board of Selectmen to issue and negotiate such bonds or notes and to determine the rate of interest thereon; and to further authorize the Board of Selectmen to apply for, contract for, accept and expend any Federal, State, or other available funds, including the State of New Hampshire's Clean Water State Revolving Fund Loan Program, toward the project that may be available, and to further authorize the Selectmen to offset any amount of this

appropriation, if possible, with the receipt of Federal or State grant monies, or Clean Water State Revolving Fund Loans. (2/3rd vote required)

To see if the Town will raise and appropriate the sum of Thirty Thousand Dollars (\$30,000.00) for the development of a Wastewater Asset Management Plan, and to authorize the issuance of not more than Thirty Thousand Dollars (\$30,000.00) of bonds or notes in accordance with the provisions of the Municipal Finance Act (RSA 33); and to authorize the Board of Selectmen to issue and negotiate such bonds or notes and to determine the rate of interest thereon; and to further authorize the Board of Selectmen to apply for, contract for, accept and expend any Federal, State, or other available funds, including the State of New Hampshire's Clean Water State Revolving Fund Loan Program, toward the project that may be available, and to further authorize the Selectmen to offset any amount of this appropriation, if possible, with the receipt of Federal or State grant monies, or Clean Water State Revolving Fund Loans. (Majority vote required)

Discussion on wording of financial responsibility. Motion to accept the reworded warrant articles as reviewed by Atty. A.McEachern by R.Stern. Seconded by T.Hazelton, all in favor, approved.

Discussion on list of unpaid sewer bills. Since list was generated most have been contacted and have paid theirs bill or discussed how bill would be paid. D.Messier to follow up with remaining unpaid bills.

Review of draft submission for the town report. Several additions were suggested and a revised draft will be emailed to the Commissioners.

Old Business: Public Budget hearing 2/4/18 at 6 pm in town Hall. D.Messier will have a presentation on the Forcemain Phase II project.

Town has paid their promissory note in full, with agreed upon interest.

Next meeting will be February 20, 2019 at 9 am

Adjournment: 10:34 am.

Respectfully submitted,
Gail Klanchesser