

Newington Sewer Commission 10/18/2017 APPROVED MINUTES

Meeting called to order at 9:00 am.

Present: T. Cole Chairman, T.Field , R.Stern, D.Messier, Utility Partners, L.Shields, Wright-Pierce Engineers.

Minutes: Minutes from 9/20/17 reviewed. Motion by R.Stern to approve as amended, seconded by T.Field, All in favor, approved. Minutes from 9/27/17 reviewed. Motion by T.Field approve, seconded by R.Stern, All in favor, approved.

Public Comment: None.

Treasurer's report: September reports reviewed. Operating fund balance as of September 30th \$768,568.40. Sewer Enterprise Fund balance as of August 31st \$1,002,025.10. Discussion on letter from the Trustees of the Trust Fund. Funds from Sewer Enterprise Fund will be deposited into the operating fund by the next meeting to cover Pump Station upgrade costs.

Manifest Approval: Motion made to approve the 10/18/17 manifest by R.Stern in the amount of \$199,809.83, Seconded by T.Field. All in favor, approved & signed.

Plant operators report: Flows as noted, slightly down from last year. Sludge as billed. Preventative maintenance performed as scheduled.

Upgrade project is 85% completed and 91% of construction monies have been paid.

Shattuck Way and Paul Brook Pump Stations are 95% complete.

R.G. Young prepped area to move Conex Box and Regan Electric has replaced some of the lights.

Monies from Sewer Enterprise Fund have been approved and transferred

Old Business: Sewer budget from town reviewed. Increased expenses on the audit, testing and the unplanned forcemain repair of \$40,000. These additional expenses were covered with monies from the Sewer Enterprise Fund.

L.Shields from Wright-Pierce discussed the Fiscal Sustainability Plan and the Asset Management Plan. At the 9/27 meeting both plans were discussed, but only the Financial Sustainability Plan was voted upon. In further discussion with the State it was realized an Asset Management Plan is also required. An Asset Management Plan can be done in conjunction with the Fiscal Sustainability Plan and the additional cost to include is forgiven in the SRF loan, so it mostly pays for itself. While it can be done later, it is more cost effective to do it now and there will be a cost savings by using unexpended Engineering funds.

Motion by R.Stern to nullify the 9/27/17 vote to contract Wright-Pierce Engineers to draft the Fiscal Sustainability Plan. Second by T.Field, all approved.

Motion by R.Stern, seconded by T.Field to sign the Amendment to move unused engineering funds to create a Fiscal Sustainability Plan and an Asset Management Plan. All approved. Chairman T.Cole to sign.

L.Shields presented maps of the forcemain project. At the 9/27 meeting it was asked if the profile on the existing alignment could be raised. The forcemain runs below the existing gravity sewer part of the alignment. If the forcemain was replaced at the same elevation it would have major constructability issues with the gravity sewer. To change the elevation, the recommendation would be to move the line over approximately 10 feet and abandon the old pipe in place to avoid disruptions to the gravity sewer. The old forcemain could be used in an emergency, but will leak over time and disuse.

There would be increased manual labor ledge removal by changing the elevation to avoid impacting the gravity sewer. They can raise the profile slightly, but it would be a horizontal offset. The gravity line is shallow, so the forcemain cannot go above it. The gravity sewer is 5 feet deep, normally it should be at least 6 feet deep. The forcemain needs a minimum depth of 5 feet. Parts of our line are shallow and are insulated in concrete for stabilization and to prevent freezing. Will need to maintain a minimum of 5 feet of cover as insulation is expensive.

Brief discussion on the difference in operational costs with the new PVC pipe as it will have less friction loss. L.Shields advised the savings would be negligible, but will calculate for the next meeting.

Recommendation from Wright-Pierce is to offset to maintain the same alignment. There is no additional charge for this as it was factored into the original proposal and cost estimates.

The Commissioners requested L.Shields to put together a Scope of Work for the next meeting. She will contact the state to determine how SRF funding will impact the Engineering plan.

New Business:

Town audit report complete. Discussion on escrow accounts.

3 quotes for meeting room shades were presented, all quotes include installation. Shades will be room darkening so that the projector can be used and viewed on sunny days. Discussion ensued. D.Messier to pick up swatches and Commissioners will continue discussion at next meeting.

Next meeting will be November 15, 2017 at 9 am.

Adjournment: 9:54 am.

Respectfully submitted,

Gail Klanchesser