

Newington Sewer Commission 7/20/16 APPROVED MINUTES

Meeting called to order at 9:02 am.

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

Minutes: Minutes from 6/15/16 reviewed. Motion by T.Field to approve, seconded by R.Stern. All in favor, approved.

Public Comment: None.

Treasurer's report: No report received from Sewer Treasurer. Budget update was sent to new Finance Director, D. Zabkar. Monies from SRF loan sent to pay bills. Brief review of repair and maintenance budget run by UP for the benefit of the plant.

Manifest Approval: Motion made to approve the 7/20/16 manifest by T.Field in the amount of \$388,166.00. Seconded by R.Stern. Approved & signed.

Plant operators report: Flows are down due to drought conditions and the closing of Bugaboo Creek restaurant and Great Bay Services. Sludge amounts are correct as billed. Preventative maintenance completed as scheduled. Responded to comments from the NH DES Inspection report.

Wright-Pierce 20% complete. The big hurdle of digging the equalization tank has been completed and the floor will be poured, this will take 2-3 months.

Two thirds of 2016 Sewer bills have been received. Typically, all will be paid in full by October as many businesses use a billing company to send in their payments

Request to approve a change order in the amount of \$17,716.41 to add an annunciator panel and emergency egress door at the top of the stairwell. This recommendation was made by the Fire Chief and contracted Fire Engineer. Minutes from the meeting and letter of recommendation from Chief Head and Mr. Sherman are on file at the WWTP. Motion by T.Field to approve a change order, seconded by R.Stern. Approved and signed.

Construction project is going well, no hiccups. Construction company outstanding, monthly progress meetings going well.

Purchased & replaced the effluent sampler as the motor fan stopped working. It is installed outside and needs to work for permit. Also replaced the #1 blower VFD as the existing one was not repairable.

Plant operations are going smoothly. D.Messier and S.Bullard advised that their organization, Utility Partners, has merged with another similar company based out of Canada, H2O Innovations. The owners of Utility Partners wished to retire. New company representatives will be on site August 2nd at 10 am for a meet and greet with all plant staff and Commissioners are invited to attend.

Old Business: None.

New Business: Finance Director D.Zabkar did an accounting of all bills and found a discrepancy, the Sewer Warrant article was off by \$3.58. New warrant article presented in the correct dollar value of \$977,771.36. Motion made by R.Stern to approve, second by T.Field. All approved and signed.

Memo received from Finance Director D.Zabkar in regards to the stipend still owed to previous Commissioner J.Richardson. Recommendation to pro-rate the second stipend payment to cover only the six months of 2016 that was served. Approved.

Adjournment: 9:20 am.

Respectfully submitted,

Gail Klanchesser