

FINAL APPROVED
MINUTES OF THE WATER & SEWER COMMISSION MEETING
THURSDAY, JULY 15, 2021
MACOMBER ROOM, 2:00 P.M.

Members Present: Normand Houle, Chairman, Walter Liff, Dave McGuckin, Select Board, Steve Tabbut, Department of Public Works, Chris Robillard, prospective DPW superintendent, Aaron White, prospective Dep. DPW superintendent.

Members Absent: John Ireland, alternate, Carl Roediger, Richard White

Also Present: Christiane McAllister, Accountant, Richard Landry, 10 Abigale Ln.

Chair Normand Houle opened the meeting at 2:00 p.m.

1. Public Questions

None

2. Individual Applications/Petitions

Mr. Richard Landry presented an application to provide sewer service to a house at 10 Abigale Lane. A vote was taken and the commissioners unanimously approved the application.

3. Approve Minutes of the June 17, 2021 Meeting

Mr. McGuckin moved, and Mr. Liff seconded, to approve the minutes as drafted. The motion carried unanimously.

4. Financials

A. Review, approve, and sign checks

Chair Houle read the checks as presented. Mr. McGuckin moved to approve the checks as read. Mr. Liff seconded. The motion passed unanimously.

B. Accountant's report

1. Balances as of May 31, 2021

Water:

Cash:	\$218,580.14
Trust Fund (Select Board):	\$147,343.39
Trust Fund (Water & Sewer Commission):	\$57,778.00

Sewer:

Cash:	\$263,608.54
-------	--------------

Trust Fund (Select Board): \$0
Trust Fund (Water & Sewer Commission): \$58,768.20

5. Selectman's Report

A. Status of DPW superintendent search.

Mr. McGuckin introduced Mr. Chris Robillard as the next DPW superintendent and Mr. Aaron White, provisional deputy superintendent.

6. Continuing Business

A. Status of New England Backflow (NEB) Survey/Tests

The tests were conducted 28-30 June. Overall the evolution went smoothly. Affected customers cooperated. There were a few technical problems in the field (poor connectivity between technician Ipads and the cell tower network back to NEB's office) and one customer (USCG station) not having been visited. There are several questions/issues to be resolved. Ms. McAllister was given the go-ahead to process the initial NEB invoice which will be paid "out of cycle."

B. Results of Spring hydrant flush, flow tests and painting of hydrants

The flush took place on 22 June, along with flow tests at specific hydrants identified last month with the participation of the fire department. Also, particular attention was paid to hydrant #6 on Oliver St. to confirm or refute low readings taken last November. While somewhat low, this hydrant was found to be functioning satisfactorily. With regard to color code painting of hydrant caps, some have been taken care of, and the remainder will be addressed during this summer. Chair Houle asked that DPW keep a record of the annual fire flow numbers and report future results after the spring flush.

C. Access to ARV's (at Walton/Mainmast and Portsmouth Ave.)

In the absence of Mr. White who was to research availability and cost of frames and covers, this item was effectively tabled until next month. While last month the commission was anticipating the work might be conducted by Chris-Co., Mr. Tabbutt noted that there is a firm in Mass. that specializes in this type of manhole work. (They were the company which adjusted all manholes on Rte. 1B during the paving of last year's water project.) Chair Houle asked Mr. Tabbutt to get contact information so that it would be available for Mr. Robillard in the future. To be discussed again next month.

D. Analysis of Portsmouth Sewer Charge

Ms. McAllister has done some preliminary research regarding the extraction of pertinent data from the Portsmouth FY22 budget which would support the Town's argument that we should receive some relief from the capital portion of the retail sewer rate we are charged by the city. Also, she has been in contact with the city's controller, Ms. Judy Renaud, for assistance in this regard.

7. New Business

A. Northeast Integration (NEI)

i. Quarterly Preventative Maintenance Report

Mr. Tabbutt/Robillard was asked to contact NEI for a status if by the end of July we have not received the thermal images that could not be produced during the 23 June inspection.

Also, DPW will regularly check the outdoor cabinet at River Rd. to confirm it is staying dry.

ii. SCADA Training -- Cost and Schedule

The commission could not come to a consensus with regard to the prospective cost. In communicating with NEI, Chair Houle had proposed a cap of \$1,620 (12 hours X \$135/hour), NEI responded with a request for \$2,500. In light of this significant difference, Mr. Robillard and Mr. White opined that they were confident (reasonably "tech savvy") they could adequately learn to monitor/operate the system. If after some period of time they feel a need more in depth training, they will let us know. Any decision to provide commissioner (overview) training has been deferred.

B. DPW Tasks Related to Water & Sewer

The list generated by Mr. McGuckin in a 28 June email was reviewed for clarification. Certain items were deleted as not under the purview of the commission.

C. Annual Drinking Water Quality Report

This report prepared by the City of Portsmouth was mailed to customers last month. Chair Houle noted that it did include a section regarding PFAS contamination.

D. Ordinance Update

Chair Houle reports that Mr. Roediger has volunteered to take on this task.

8. Any Other Business to Come Before the Board

None

9. Adjourn

Mr. Liff motioned, Mr. McGuckin seconded; motion passed unanimously. Meeting adjourned at 3:15p.m.