

FINAL APPROVED
MINUTES OF THE WATER & SEWER COMMISSION MEETING
Thursday, May 19, 2022
TOWN HALL CONFERENCE ROOM, 2:00 P.M.

Members Present: Normand Houle, Chairman, Walter Liff, Chris Robillard, (Superintendent of Public Works), Carl Roediger, Richard White, Dave McGuckin (SB Liaison), John Ireland, Scott Stringham

Members Absent: John Ireland

Also Present: Mrs. Stebbins, PO Box 2091, New Castle

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

1. Public Questions

None

2. Individual Applications/Petitions

a. H. Stebbins Sewer Bill, Jan - Mar 2022. Mrs. Stebbins briefed the commission regarding an excessively large sewer bill. Cause determined to be a broken garden hose which had frozen, then thawed, dumping excess water onto the property's lawn. The commission unanimously agreed to charge the Stebbins \$234.00 for 12 units of sewer rather than the 78 billed units for \$1,521.00.

3. Approve Minutes of the April 14, 2022 Meeting

Mr. White moved, and Mr. Roediger seconded, to accept the minutes as amended. The motion carried unanimously.

4. Financials

a. Review, approve, and sign checks

Chair Houle read the checks as presented. Mr. Liff made a motion to approve the checks as a read; seconded by Mr. White. Motion carried unanimously.

b. Accountant's report

1. Balances as of April 30, 2022

Water:

Checking Account:	\$267,419.30
Trust Fund(Select Board)	\$147,535.84 (Mar 31, 2022)

Trust Fund (WSC)	\$57,853.46 (Mar 31, 2022)
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Sewer:

Checking Account	\$277,750.09
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Trust Fund (WSC)	\$51,288.03 (Mar 31, 2022)
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2. Commitments

Chair Houle reported the following commitments for “southside:” Wentworth-by-the-Sea \$32,292; Authority 3 \$19,071; Authority 2 \$8,385. Mr White moved to approve, Mr Roediger seconded; passed unanimously.

5. Selectman’s Report

Mr. McGuckin deferred his comments to the non-public session.

6. Superintendent’s Report

- a. The spring hydrant flush will take place in early June and will be properly noticed on the Town website.
- b. In view of: (1) the failure and subsequent replacement of an air compressor for the air bubbler at the Quarterdeck Ln. pump station; and (2) noise coming from a similar compressor at the River Rd. station, the department of public works ordered three additional compressors; replaced the ones as River Rd. and Steamboat Ln. and now has a “hot spare” available in the event of future failure.

7. Non-Public Session

At 2:30pm, Mr. White moved that the regular meeting be adjourned to discuss a sensitive issue regarding the City of Portsmouth. Mr. Liff seconded and the commission voted unanimously to convene in a non-public session.

At 3:19pm, Mr. White moved that the non-public session be dissolved. Mr. McGuckin seconded and the commission voted unanimously to dissolve the non-public session. At 3:20pm, Mr. White moved and Mr. Roediger seconded that the regular meeting resume. Vote carried unanimously. Minutes of the non-public session will be recorded separately and sealed.

8. New Business

a. Backflow Prevention Device Permit Application & Fee

Establishment of a backflow prevention device permit application was approved with a fee of \$25. There is a requirement to have all fees approved by the governing body, i.e. the select board, then to have them incorporated into the Water & Sewer Ordinance. Given that (1) property owners were not charged for the initial permits issued in June

2021; and (2) the commission is about to embark on a wholesale update of the ordinance, the Superintendent of Public Works has been given authority to waive the fee until the ordinance is updated.

b. Meter Fees: Standard vs Non-Standard

As reported in the minutes of the February 17, 2022 WSC meeting, the commission has embarked on a water meter replacement program. Pursuant to this initiative, the question has arisen as to how we could fairly charge for replacement of more expensive (larger) “non-standard” meters, “standard” being defined as having 5/8” or 3/4” inlet/outlet ports. Customers are increasingly requesting 1” meters.

Southside water customers serviced by the City of Portsmouth are charged a meter fee, for example \$4.95/month for a standard meter and \$8.27/month for a 1” meter. To standardize this cost across the island and, importantly, to fund future meter replacement, the commission intends to submit to the select board a water meter fee schedule which mimics Portsmouth’s. The proposed meter charge fee per quarterly billing period follow:

5/8” and 3/4”	\$14.85
1”	\$24.81
1 1/2”	\$42.75
2”	\$68.73
3”	\$108.78
4”	\$206.33
6”	\$360.81
8”	\$504.03
10”	\$756.06

c. 108 Main St. Crawl Space Access

Pursuant to last month’s Superintendent report regarding this issue, Mr. Robillard reports: (1) the raccoon is gone; and (2) the owner of two of the three condominium apartments is considering renovations. The ordinance is clear: “Owners shall provide a clean, dry, warm and accessible place for the location of the meter, as near as possible at the point of entrance of the service pipe to the building.” Mr. Robillard indicated that discussions with one of the property owners have been cordial thus far. However, as a precautionary measure, Chair Houle will draft a letter reminding the two property owners of the ordinance requirement so that they might take this information into consideration as they contemplate renovation plans.

d. New Castle as Co-Permittee of the CoP WWTF

Pursuant to Mr. Robillard reporting at the March 17, 2022 meeting that EPA Region 1 in Boston was going to designate the Town as a co-permitted of the Peirce Island Waste

Water Treatment Facility, Chair Houle received on April 14, 2022 the draft permit from EPA Region 1 for comment.

Chair Houle produced a draft response for commissioner comment. An updated draft will be prepared for all members, and for Selectman McGuckin to deliver to the other select board members for their review/comment/concurrence. The Town's response is due to the EPA by June 7, 2022. The final draft will be appended to the final approved minutes of this meeting..

9. Continuing Business.

a. Diesel Generator Recore: River Rd.

Successfully completed. In response to a question from Mr. Roediger, Mr. Robillard indicated that all three generators would be placed on an exercise/test schedule.

b. W&S Ordinance: Non-Payment Penalties (Round 3)

The commission has approved the language updating this issue. The ordinance and billing statements will be updated accordingly.

c. General Ordinance Update (Round 1)

Postponed. Mr. Roediger will be providing all members with short installments of new ordinance language over the course of the next several months. Goal: a new ordinance by September.

10. Any Other Business for the Board. None.

11. Adjourn.

Mr. White made a motion to adjourn; seconded by Mr. Roediger; carried unanimously. Meeting adjourned at 4:35 p.m..