

**Ashland Water and Sewer Commission Minutes
December 6, 2016
6 Collins Street
Ashland, NH
6:30 PM**

CALL TO ORDER:

Eli Badger, Chair of the Water and Sewer Commission, called the meeting to order at 6:30 PM.

MEMBERS PRESENT:

Members present for the meeting were Eli Badger, Alan Cilley and David Toth.

OTHERS PRESENT:

Members of the public attending the meeting were Mardean Badger and Christine Cilley.

NEW BUSINESS:

The discussion of any Utility Partners ongoing projects and updates were tabled for this meeting. The Utility Partners updates will be discussed with the Commissioners at their next scheduled meeting.

Alan Cilley reported that the ceiling lights will be installed next week in the new bathroom. The ceiling grid is installed. The floor will be a cream color and the wall panels will be installed next week.

Eli advised the Commissioners that the Septage Pilot Program has been put on hold for the time being. No reason was given as to why the program has been put on hold.

Eli advised that the Winona Road Project has been completed.

The Commissioners discussed the Whip O Will Park Project. Eli has spoken with Steve Whitley. Mr. Whitley advised the Commissioners that they could do what they were proposing for the project. The Commissioners can put in a shut off mechanism for the water and sewer system at the park. The Whip O Will Park residents need to abide by the Ashland Water and Sewer Department ordinances and that they agree to the boundaries that the Water and Sewer Department set for the department's maintenance of the water and sewer system in the park.

The residents of Whip O Will Park are responsible for the cost of a pipe to hook up to the present Ashland Water and Sewer system. Whip O Will residents need to contact DES about the hook up to the water and sewer system. The residents need to contact both Plymouth and Bridgewater town officials about the water and sewer hook-up. The Water and Sewer Commission will contact the Horizon Engineering Company to advise them that the Commissioners are able to enter into a contract with Horizon Engineering for the Whip O Will Park Project.

Eli Badger contacted Jeff Martz concerning the issue if the Town of Ashland has enough water resources for the addition of 125 more residents to the town system. Jeff Martz assured the Commissioners that Ashland has 1 million gallons/day toward this addition of 125 residents. Eli Badger would like to create a spreadsheet showing all Town water resources for the previous 5 years. He would like to graph this information in addition to a spreadsheet to present to the Ashland Board of Selectmen. Further documentation will include historical weather cycles for the previous 5 years in Ashland to reflect both wet and arid weather cycles over the previous 5 years. The Commissioners would like to eliminate objections to the Whip O Will Project and show the ample water resources for this project.

The Commissioners are presently unclear about the proper protocols expected by the DES. After much discussion it was determined that the Commissioners need to contact DES and connect with the proper DES department and department head that can clarify the proper expected DES protocols. The Commissioners will contact DES as soon as possible regarding the protocol issue. The Commissioners need to investigate with DES other alternative solutions to the issues presented by the Electric Department. The Commissioners and representatives of DES will discuss these alternative solutions and come to a resolution.

The Commissioners need to address the issue of parking at the 6 Collins Street site. The Commissioners are concerned that the Electric Department utility vehicles that are now

parked in front of the building at 6 Collins Street could be parked elsewhere. The Electric Department vehicles impede the availability of parking for Water and Sewer Commission meetings for Commissioners and members of the public. The issue will best be addressed in writing to the Electric Department in a letter or memo format.

David Toth advised the Commissioners about an Asset Management Conference he attended with Rusty Cross. They both found the conference well worth the time. There were a number of presentations throughout the day dealing with asset management as well as a better method of time management. There was asset management information relative to larger towns and cities. There was quite a bit of information pertaining to better time management that could be used by Ashland. There was information and technology available that Ashland could use to take real time pictures of various water and sewer situations that could be stored in a video database that would give the Town a better idea of how their various water and sewer assets are functioning in real time. It was felt that Ashland needed better time management and a more comprehensive “paper trail” of information concerning major department projects. To use present technology for better information gathering and recordkeeping. The Department needs a better information tracking system within the department. In addition, the department needs to document on paper all the information pertaining to the functioning and maintenance of the plant and other maintenance issues known only to the plant manager.

ADJOURNMENT:

With nothing more to come before the Commissioners Alan Cilley made a motion to adjourn. David Toth seconded the motion. With three votes in the affirmative the meeting was adjourned at 7:10 PM.

Respectfully submitted,
Paula Hancock
For the Ashland Water & Sewer Dept.