



CITY OF DOVER

DOVER UTILITIES COMMISSION - MINUTES

Meeting Type: Regular Meeting
Meeting Location: 271 Mast Road, Dover, NH
Meeting Date: **Monday, May 15, 2023**
Meeting Time: **6:00 pm**

Members Present: Chairman Bret Carmichael, Vice Chairman Jay Stephens, Bill Davis, Dennis Munson, Mark Moeller

Excused Members Absent: Otis Perry

Unexcused Members Absent: Robert Berry

Staff Present: Michael Nadeau, Utilities Superintendent, Michael Banester, Utilities Foreman, Amelia DeGrace, Asst. City Engineer, Nancy Usbelger, Recording Secretary, Bill Purpura, Meter Backflow Foreman, Gretchen Young, Environmental Projects Manager

1. Call to Order

Meeting was called to order at 6:04 p.m.

2. User's Forum

3. Approval of Minutes of April 17, 2023

Motion: Moeller made the motion to approve the minutes, Munson seconded.

Discussion:

Vote: U/a

4. Annual Update of the Stormwater Management Plan – Gretchen Young

Young stated during the next DUC meeting, they would like to meet and review the fee structures and go over the next step since there will be different phases to go over at each meeting. MS4 is a Municipal Separate Storm Sewer System which is from the EPA and has ability to regulate point sources that are contributing pollutants to the water bodies of the United States. These whole systems or point sources are based on size of community and the size of the systems. The permit negotiations have been going on since 2003 and we should get a draft of next permit in fall of 2023.

She went over what our system looks like currently, and what our 6 minimum control measures we have to do as per the EPA.

She went over the outreach & education.

Young also passed out a fact sheet.

Carmichael gave some suggestions about the fact sheet and showing more of what the value is on the next one.

Young said they will be giving out information on Apple Harvest Day as well as on The Dover Download.



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5. Abatement Requests

6. Reports

A. Abatement Review Team Report

The report was reviewed and discussed by staff.

B. Utilities Report

The report was reviewed and discussed by staff.

C. Finance Report

The report was reviewed and discussed by staff.

Motion: Munson made the motion to approve the reports, Stephens seconded.

Vote: U/a

Discussion:

7. New Business

A. Rules & Regulations

Nadeau gave an update on the ten-year life span with the meter end points/transponders that can only be approved by badger not by Stiles. We are currently working with finance and IT to see if the service agreement that we signed is enough to cover us and push the contract through to move forward with Stiles so we can get online with Badger. We need badger to stand behind how long their meters will last. Nadeau said they just need what they say they will do in writing.

Stephens asked about the actual rules and regulations.

Nadeau stated we are going get them out hopefully for the next meeting. He would ask that the commission please look them over and give feedback, because there will probably be some changes to make.

8. Old Business

Stephens had a question about the housing authority from the last meeting.

Nadeau gave an update on the last meeting. He hasn't heard if the Housing Authority has approached the City Council for a reduction in their investment fees.

9. Areas of Concern

10. Next Meeting Date

July 10, 2023

11. Adjournment

Motion: Munson made the motion to adjourn at 7:13 pm, Moeller seconded.

Vote: U/a