



CITY OF DOVER

DOVER UTILITIES COMMISSION ~ MINUTES

Meeting Type: Regular Meeting
Meeting Location: Conference Room – 271 Mast Road, Dover, NH 03820
Meeting Date: **Monday, December 18, 2007**
Meeting Time: **4:15 PM**

Members Present: Jay Stephens, Rick Hebbard, Donald Andolina, Gary Green, Patrick Bowen, Roland Belhumeur

Members Absent: Art Hoffman, Roland Hofemann

Staff Present: Jamie McCulloch, DUC Secretary, Bill Boulanger, Utilities System Supervisor, Sharon Lucey, Water Meter/Backflow Prevention Coordinator, Doug Steele, Community Services Director

Others Present: Austin Barbary

1. APPROVAL OF MINUTES

A. November 20, 2006

Motion: Andolina made the motion to approve the minutes. Hebbard seconded the motion. Vote U/A.

2. ABATEMENTS

A. John Barbary – 12-14 Mt. Vernon Street

Mr. Barbary was present to speak on behalf of the abatement. Mr. Barbary explained that while reviewing his bill he did his own average calculation for the last three years, and he looked at the electric charges he received as the only increases would have been the washer & dryer. He stated that there was a discrepancy between the inside and outside meters. He stated that he does not feel justified in being charged when he cannot re-coop the charges from previous tenants, as it is unknown when the problem occurred.

Andolina asked staff to explain the situation. Lucey explained that there was a discrepancy between the inside and outside meters. She stated that the meter appeared to be hanging up on the nines, so the meter was not reading all of the water that was used. She stated that cards to change the meter out were left at the residence on numerous occasions to rectify the problem. She explained that she took the inside reading and spread it out over the life of the meter to determine an estimate of usage. Andolina asked about the 364-units. Lucey explained that that total represented the old and new meter usage. Hebbard stated for clarification that the City bills by the inside meter. Stephens stated that radio reads are now used for reading meters. Lucey explained that the 18-units were used on the new meter. She explained that the total usage of 364-units minus the 18-units used on the new meter came out to 346-units, which was the discrepancy.

There was some discussion.

Mr. Barbary stated that without knowing the meter was not working properly, he based his charges for the tenants on the outside meter, as it is unknown when the problem occurred. Lucey stated that the 80-unit abatement allowed by the City Council was not applied as Mr. Barbary opted to appeal the decision to the board.

Motion: Hebbard made the motion to grant an 80-unit abatement to bring the usage from 194-units down to 114-units. Andolina seconded the motion. It was mentioned that any usage above the 114-units would be deleted. Vote U/A.

Discussion:

Hebbard stated that the DUC & PUC Rules stated that every ten years the meters must be taken out and tested and that was not done. He stated that since that was not done, he voted to cut the 114-units in half as the City has a responsibility. Boulanger stated that the City had to produce the water and process the sewer. Lucey stated that staff notified everyone by mail about the meter change back in 1997-1998 when the process started.

Hebbard stated that Lucey mentioned that she perceived defectiveness on the meter on the nines. He questioned if it just started up again after it hung up. He stated that if staff did not do anything about the problem, they have a responsibility and they have not lived up to it the best they could. Lucey reiterated that employees had left meter repair or meter change cards at the residence several times during meter readings. Boulanger stated that staff was not always able to replace meters, as there have been big funding issues, which is not the staff's responsibility. He stated that staff had to rely on the 20-30 year old meters, adding that the 80-unit abatement allowed by the City Council was created to assist those people with high bills due to discrepancies.

Motion: Hebbard made the motion to take 50-units off for the City's responsibility. There was no second, motion failed.

There was some discussion on billing.

3. **REPORTS** A. **Utilities Report**

Boulanger explained that there were no violations with water or wastewater since the last meeting. Work continues on New Rochester Road. Hydrant pumping is completed. Leak surveys were conducted in the Morningside Drive area. The Bouchard Well project is ongoing and there is plywood on the roof and the water main has been installed on French Cross Road to the trailers. Varney Brook is running on the new force main, and only punch list items remain.

NOVEMBER MONTHLY ACTIVITIES

A. Water

The first round of hydrant pumping for winter was completed and crews are working on the second round. New water services were installed on New Rochester Road. Crews repaired water leaks at 12 Hamilton Street, 27 Boston Harbor, Beech Road, Woodland Road, Academy Street, and Church Street. Fire flows were done in the Back River Road and Silver Street area. Several water quality complaints of brown and orange water were reported, and crews flushed the mains, which rectified the problem. Curb boxes were replaced at 6 Towle Avenue and 3 Main Street. The residence at 41 Glenhill Road was tied into city water. Generator maintenance was done at all facilities with generators. A new water main was installed on French Cross Road, which will tie into the new Bouchard Well and treatment plant.

B. Sewer

The force main installation for the Varney Brook Pump Station was completed on 11/30/06. Varney Brook started pumping directly to the wastewater facility on 12/1/06. Sewer lines were cleaned on Cocheco Street. Crews repaired a sewer service at 15 Lincoln Street. Staff reviewed TV reports and film for the Henry Law Avenue sewer and gave a repair list to the Engineering Division. A sewer service was replaced at 52 Rutland Street. The new Durham Road sewer was televised this month.

B. Abatement Review Team

None.

C. Sub-committee Report

Boulanger showed the board the findings to date with a presentation. (See file for spreadsheet & documents that were reviewed).

It was mentioned that in one or two meetings, the sub-committee should have a recommendation for the board. Andolina stated that there is talk at City Hall about creating impact fees. He stated that in the North end there is adequate water resources to meet fire safety standards, but new hotels will drive that up over the allowed amount. He stated that the developers should have to pay for the impact on the system. Boulanger stated that the Planning Department is re-writing the Master Plan and they are looking for the board's input on building a capital reserve to take care of and update the infrastructure. Hebbard mentioned amortizing the amount needed for the North end water pressure issue in everyone's water bill, adding that it would only be \$10.00 per year. Boulanger stated that for every \$100,000 the City spends adds .9 cents to the water rate.

There was some discussion on the North end water pressure.

Motion: Hebbard made the motion that the City look for and purchase post haste a piece of property for the North end tower. No second was given, but the discussion continued.

Boulanger stated that there is talk of the City possibly acquiring free land near the outer Varney Road. Stephens stated that before the board makes such a motion they need to agree that a tower is the way to go. Andolina stated that the board should recommend to the City Council to put money in the C.I.P. Andolina, Belhumeur, Hebbard, Bowen, Stephens were not against the tower solution; Green was not for or against it at this time.

Steele stated that the City Council has to decide if they want to go with the tower as the solution.

Motion: Hebbard made the motion to recommend that the City Council put money in the C.I.P. to purchase land for a potential water tank location. Seconded by Andolina. Vote U/A.

4. OLD BUSINESS

A. Overview/changes to the DUC Rules & Regulations.

The meeting ended at 6 PM as members had other meetings to attend and this item would have taken a while, so this item will be discussed at the January 22, 2007 meeting.

5. NEW BUSINESS

A. Discussion and possible vote on the North End Water Pressure Project.

The meeting ended at 6 PM as members had other meetings to attend and this item would have taken a while, so this item will be discussed at the January 22, 2007 meeting.

6. ADJOURNMENT

Motion: Belhumeur made the motion to adjourn at 6:00 PM. Seconded by Andolina. Vote U/A.

Respectfully submitted, *Jamie McCulloch*, Dover Utilities Commission