



CITY OF DOVER

DOVER UTILITIES COMMISSION ~ MINUTES

Meeting Type: Regular Meeting
 Meeting Location: Conference Room – 271 Mast Road, Dover, NH 03820
 Meeting Date: **Monday, January 28, 2008**
 Meeting Time: **5:30 PM**

Members Present: Chairman, Gary Green, Art Hoffman, Don Andolina, Jay Stephens

Members Absent: Vice Chairman, Rick Hebbard

Staff Present: Jamie McCulloch, DUC Secretary, Bill Boulanger, Utilities System Supervisor

Residents Present: Michael Earley

1. APPROVAL OF MINUTES

A. December 10, 2007

Motion: Hoffman made the motion to approve the minutes.

Second: Stephens seconded the motion.

Vote: U/A

B. January 8, 2008

Motion: Stephens made the motion to approve the minutes.

Second: Hoffman seconded the motion.

Vote: U/A

2. SUMMARY OF AGENDA

3. ABATEMENTS

A. Natan Aviezri – 11-13 Durrell Street

Mr. Aviezri was contacted by staff and notified of the meeting date and time. During that conversation, Mr. Aviezri informed staff that he would not be appealing.

MOTION TO SUSPEND THE RULES

Motion: Andolina made the motion to suspend the rules and move to item 4C as Dan Lynch, Finance Director was present to give the board the Finance Report.

Second: Stephens seconded the motion.

Vote: U/A.

4. REPORTS

C. Finance Report

Dan Lynch gave the board members a handout on the water and sewer reserve funds. There was some discussion. Andolina asked if in future reports Lynch could include the previous year's numbers so that the board would have something to compare the figures to. Lynch explained how the abatement line item in both the water and sewer budgets include maintenance bill right offs, re-bills, errors in billing and actual dollar amount abatements. McCulloch made the suggestion to add a note to the abatement line item that explains what other items are included in the dollar amount represented that line item of the budget. It was agreed that Lynch would work with McCulloch to come up with the format of the financial report to meet the boards request and that this report would be given to the board on a yearly basis.

A. Abatement Review Team

Staff stated that there was no report at this time.

B. Utilities Report

See file for Utilities report. Boulanger informed the board that the River Street Master Plan was completed and that staff would be making those documents available online. Green explained that he and his neighbors were awakened at 6:30 AM on January 22, 2008 by a very alarming water hammer noise coming from their basements. Green stated that come to find out after speaking with the City crews, there had been a water break on an adjacent street, Martha's Way. Boulanger stated that the water hammer could have happened when they opened or closed the nearby water gates, but he could not say for sure. Green commended City staff for their response to the situation.

Motion: Stephens made the motion to accept the reports.

Second: Hoffman seconded the motion.

Vote: U/A.

5. OLD BUSINESS

A. Rules & Regulations

The members went through the rules and regulations one last time, making a few changes.

Motion: Stephens made the motion to approve the rules and regulations subject to the changes as made during this meeting of January 28, 2008.

Second: Hoffman seconded the motion.

Vote: U/A.

6. NEW BUSINESS

B. Sprinkler Inspections

Green stated that every other community he has lived in, they have required sprinkler inspections. Green stated that he went and spoke to a couple of individuals at the Fire Department and was given two different answers as to whether or not it was a requirement. Green stated that one individual said there was no requirement and the other said there was a requirement and that the N.F.P.A. (National Fire Protection Association) should be the guideline used. Green asked if the board wanted to advise or suggest the need for inspections of fire sprinklers. There was some discussion. Boulanger stated that the City does test all testable backflows. Andolina stated that he believed that if a sprinkler system was installed, Tom Clark, Building Inspector would go by BOCA and the N.F.P.A. in inspecting them. Boulanger stated that if there are properties that have sprinklers with anti-freeze in their system, they must put in a testable backflow so the City can test them, adding that the Water Division inspects backflows not sprinklers. Boulanger stated that he would look into the situation with Dean Miles, the Plumbing Inspector.

7. AREAS OF CONCERN

Green brought to the board's attention a letter from DES regarding a bottling company that is requesting to draw from the Bellamy River. Boulanger stated that the documents are being reviewed by Dean Peschel, the City's Environmental Projects Manager. Boulanger stated that the City has two wells out in that area and he is concerned about this. Green stated that he wanted to bring this issue to the board's attention and make them aware of it and also that copies of the documents pertaining to the issue were made for them to take and review. There was some discussion.

8. ADJOURNMENT

Motion: Andolina made motion to adjourn at 7:00 PM.

Second: Hoffman seconded the motion.

Vote: U/A.

Respectfully submitted, **Jamie McCulloch**, Dover Utilities Commission