



CITY OF DOVER

DOVER UTILITIES COMMISSION ~ MINUTES

Meeting Type: Regular Meeting
Meeting Location: Conference Room – 271 Mast Road, Dover, NH 03820
Meeting Date: **Monday, October 20, 2008**
Meeting Time: **5:30 PM**

Members Present: Chairman, Gary Green, Vice Chairman, Rick Hebbard, Jay Stephens, Otis Perry

Members Absent: Michael Earley

Staff Present: Shari Bullen, DUC Secretary, Doug Steele, Community Services Director

1. ROLL CALL

2. REVIEW OF AGENDA

3. APPROVAL OF MINUTES

A. September 15, 2008

Approval of the meeting minutes was moved to the November meeting as not all DUC members received the draft minutes.

4. **Citizens Forum** – Citizens Forum was opened and closed as there were no residents wishing to speak to the commission.

5. **Abatement Requests** – No abatement requests were received.

6. Reports

6A. Abatement Review Report

There was no report as the Abatement Review Team did not meet.

6B. Utilities Report

Steele reported that Boulanger is currently working nights performing flushing throughout the City. Quarterly water and sewer bills were mailed out on Friday the 17th of October. There were no bacteria violations. We will begin winterizing hydrants shortly. The Griffin Well needs significant repairs. There were no violations at the Wastewater Treatment Plant. We met with the engineers on the River Street Pump Station project and the plans are 50% complete; we expect them to be 90% complete by December.

Gary indicated he prefers a written Utility Report. There was some discussion regarding time frames and how agendas and minutes are distributed. Hebbard indicated he prefers hard copies be mailed.

6C. Finance Report

There was some discussion about year end results which are still not available. Steele will follow up with Dan Lynch to see when we can expect the year end financials.

Motion: Perry motioned to accept the reports.

Second: Hebbard seconded the motion.

Vote: U/A.

7. Old Business

7A. Master Plan

Stephens indicated no progress has been made.

7B. Resolution for the amendment to the Plumbing Code for Booster Pumps

Steele met with Chris Parker; they agreed this change disallowing residential booster pumps should be made to the Dover Code under the water system chapter. Allan Krans was contacted regarding his availability to make these changes and he is available to revise this chapter in December. Hebbard asked that we put it on the next agenda. Perry doesn't feel this is appropriate as it doesn't change the Building Code requirements and does not fix the conflict. We also need a map of the City where these rules would apply at 30 or 50 psi. A Code change could indicate that no permit would be issued where pressure is under 35 psi. Perry says this has to be in the building code. Green still wants the state code that doesn't allow residential booster pumps. Steele passed out DES documentation standards for water works reference and State 8.11.2 Booster Pumps where individual residential usage is not allowed. The DUC would like to know if the City has to follow the DES regulations. Steele will contact the DES again to determine if there is an RSA which allows the DES to make such regulations.

7C. CIP/North End Water Pressure

Green received a copy of the complete submission from Steele and will make it available if any members want to utilize it. On November 5th Steele will present his plan at the Planning Board/Council Workshop. The 2010 CIP North End Water Tower and 2011 North End Water Pressure monies have been change to a half million per year for land acquisition and engineering and the bigger money will kick in later for building it. The North End Sewer project was changed removing the 4 million for construction but money was put in to review the old design.

7D. Stormwater Management

Green forwarded a PowerPoint presentation of Dean Peschel's to the DUC members. He is waiting for the other presentations given that day; Steele will follow up with Dean to be sure we get them. Perry wants to know why we are getting involved. Green says we should be concerned with stormwater mandates although he feels we are ahead of the curve on this. Steele indicated we are indeed ahead on this and that the DES has approached us regarding a \$25,000.00 grant to be used for a feasibility study. Green feels the DUC may be asked to manage stormwater. Stephens feels it would be logical to add to the DUC responsibilities unless these monies are tied to the general fund and not to the utilities fund. Perry isn't sure enterprise funds matter so much. A feasibility study funded by a grant might mean there would be no funds required to start a stormwater management program. Steele will keep us updated. Hebbard wanted to know what we would do with the funds. It was agreed that monies could be used for review/update and inspections. There will also be a need for committee oversight. Perry is not convinced it's a good idea nor is he sure that the Dover citizens will want to fund it. Perry says details are still being worked out but that it did pass the legislature. Stephens did not feel it was necessary to be first and some discussion ensued regarding other Cities who are way ahead of us.

8. New Business

9. Areas of Concern

Green indicated that both the January and February DUC meetings fall on holidays therefore it is necessary to move both of these meetings to the second Monday of the month. The new meeting dates will be Monday January 12, 2009 and Monday February 9, 2009.

Green asked members and staff about possibly moving the meeting time. He feels that a 7:00 meeting time might help with enlisting new members. Hebbard did not want the meeting moved to a later time. Stevens was not in favor; Otis had no preference. Staff is paid to be at the meetings but given a choice would prefer not to see the meeting time changed.

Steele asked if there was any form of recognition given to members who have served on the DUC. Perry only knew of recognition for school board and council members. There was some discussion that maybe recognition should come from the mayor.

Green brought up the water proposal where water is currently take from the water table in Madbury for washing gravel and it is returned to the aquifer and where they propose the water be sold in tankers for bottling instead. The DUC has no jurisdiction over Madbury but discussed continuing to monitor the situation. 300,000 gallons per day are currently pumped and they are proposing to filter and bottle all of it. Dover already relies on recharge of the aquifer and the DUC should be prepared to speak at the State level, if need be.

10. Adjournment

Motion: Perry made the motion to adjourn at 6:40 PM.

Second: Hebbard seconded the motion.

Vote: U/A.

Respectfully submitted, *Shari Bullen*, Dover Utilities Commission

Document Created by: Shari Bullen	2008.10.20 DUC MINUTES.doc
Document Created on: October 24, 2008	3 Pages