

Selectmen's Meeting Minutes  
Monday, December 19, 2016

At the Selectmen's Meeting held on Monday, December 19, 2016 at 6:30 p.m. the following people were in attendance: Peter Corey & Mark Lufkin.

Dexter and Jon from Horizons Engineering attended the meeting to present their Wastewater Facilities Evaluation Report. It is a draft so the Board can decide how to proceed. The executive summary is not complete. The plant as it is currently is not capable of meeting the current discharge permit requirements. Future requirements look at the projections long-term. They are not recommending a reduction in design. Currently the design flow is 180,000 gallons per day and currently it is about 120,000 gallons per day. 2/3 of the capacity. Population trends are looking at a decrease in Whitefield's population. All the upgrades are to meet the phosphorus, ammonia and limits on aluminum and copper. There are seven evaluation alternatives plus options. There is a cost summary of the options as well. Some of them are variations of the same basic technology. The first three columns are using the existing lagoons using different options to meet the treatment requirements. Dexter said most of the costs are about even. They recommend we have a work session and go over the report in detail and let the Board review it and spell out the details. You have to look at operations and maintenance as well. If you have an option that costs \$4 million but costs half a million to operate it then that may not be the best option. They can work with the Board on a decision that would be best to go with. It is important we go ahead with it. The acreage for these options is pretty similar. Using the lagoon system is the largest acreage impact. We would need to look at other costs. Peter asked about having someone present from Concord for that session. Dexter said there are definitely people who would chime in. Jon said we need to have a discussion of our team on our own at some point. Jon said he doesn't have a strong opinion if they are in on our first meeting. They appreciate being brought along. It just might bog things down. Mark thought that was the way to go. Jon said that DES should see a copy of this report as well as U.S.D.A. Rural Development. Dexter made some other charts. One was for the water system. This is the summary of the recommended improvements from the water report done in 2014. They have updated this based on a meeting they had with the Board. They added the first two items as discussed with the Town—replace AC Pipe in Bray Hill Area and Loop 116. Dexter also had a chart with funding and user fee analysis for both projects. Jon said when they do the work session they can have their projector and run the numbers. Peter said a question on the wastewater was there was a concern about having enough influent data to properly design it. Do you feel comfortable with the data? Dexter wants to look at the flows from when the data was taken. We are looking at a septage discharge station and Peter asked about that. The state mentioned there was a need for a regional septage discharge location in this part of the state. It was problematic for whatever reason. Dexter said it is included in Table #7 in treatment cost options. An upgraded plant will generate liquid sludge and will occur on a daily basis. We can contract with someone to haul it away on a monthly basis. It is approximately \$1 million extra to add the sludge dewatering and it would add labor staffing. That would be a break-even for paying 15 cents a gallon to have it hauled away. You could operate it two days a week and have septage brought in from haulers and run the facility two days a week. There would be upgrades

to the septage receiving to get large objects out. There may be some other pots of money to assist to do that. It is a void up here. Shawn said Littleton is down to taking two trucks a day. Shawn asked how can our system handle that? Dexter is proposing to do it different than Littleton. Dexter would send it right in to sludge holding so it goes from the truck to dewatering to out. It only impacts the process with the water that is squeezed out. Shawn was wondering where we can get rid of that? It could be at the landfill. It is about \$65 a wet ton to get rid of it. Dexter said once you get in to dewatering and bringing in outside sludge then it may be beneficial to look at land applying it yourself. If you had a place to identify doing it over time, and it might be worth looking at it. Shawn said the Littleton plant has a lot of man hours and it is not a great process. If there are extra monies available, it may be worth the Town to do it as far as capital recovery, providing local jobs and contributing in a longer term to a capital improvement plan. Peter said that we talked about adding the Brown Street line replacement as part of this project. Dexter said it is not included in here. He needs to get with Shawn and figure out exactly what it involves. Mark said on the Route 3 end of the water line – would that put us back on a list to get that done. Shawn said he feels it would still be on the 10-year plan, 10 years out. Shawn said that would get us on the list faster. We will have our work session on January 4<sup>th</sup> at 10:00 a.m. here at the town office. Judy will let Fred know as well. Jon said by mid-month we should have the project nailed down. Jon will check on the Northern Borders grant program as well as a possible funding source.

John Ross, Jr. attended the meeting. He was approached by Chief Sheltry about the amount we decided on for Dalton's contribution to the ambulance service. Their Board was not very happy, and Lancaster will do it for \$13,100. Are we really trying to get rid of them or not? According to Ron he and Jay worked it out to go up slowly. John's recommendation is \$10,000 this year and with that John has some numbers that Dalton responded to 35 mutual aid calls to Whitefield. We went to them 89 times. Mark said when we came to that \$7500 agreement they were helping us out a lot. John said 45 calls they were our second person on our calls. John said we will lose 100 calls of revenue if we lose Dalton. Peter said it was closer to \$14,000 when we figured it out last time. Mark said Dalton has been an asset for the ambulance service. Peter said we hate to lose that income. Peter suggested going to \$10,000, and have informal conversations with Ron what does it really cost us—what is the true cost to us as a department. John said he can pick out every Dalton call and get that information. The Board is o.k. with \$10,000. They are helpful to us, and that is why we came up with that figure of \$7,500. It was not an arbitrary figure. Ron would prefer having Whitefield keep coming over. Dalton Selectmen said they were looking at their people they pay to come cover calls in Whitefield.

Shawn White attended the meeting. He said the highway department main contact is their cell phones. Shawn would like to eliminate the town phone as some people have their work phone and their personal phones. Three people would opt out on the town phone if they used their own personal phone for contact. We could pay those three employees a \$25 stipend a month to use their personal phones, and we would save \$25 an employee. The employee would have the option of using the town's phone or their own personal phone. Peter said he doesn't object as long as they respond to the calls on their personal phones. Mark was wondering if they want their personal numbers given out? Shawn said the numbers are given out to the Department

Heads and dispatch. Mark said why don't we think about it and answer it at the next meeting. Gary Marshall has two phones. We pay \$50 a month for his work phone and he doesn't take up any minutes and data. It is just used for conversations between us. Nate St. Cyr doesn't carry a phone. Bill Rines carries two phones. The stipend is \$25 a month for them to use their own phone. We are paying \$53 a phone with taxes. Peter said he is fine as long as they respond and don't object to their number being given out. Mark said he would like some time to think about it.

Shawn said Truck #3 the 2010 International broke down by the power plant the other day, and it is at the airport garage. The high pressure fuel pump went again. The cost of it under warranty is about \$3,000. Shawn has been working with Burt Gilbert. Shawn is hoping around the \$1000 range.

Shawn would like to put some equipment out to bid. He would like to take the old fire tanker truck off our inventory. Shawn would be taking the pump system out of it. It will be the truck as you see it. The 1999 F550 has been out of service for at least six years. Shawn said Burt was willing to give the Town \$1000 for the vehicle. Would we be smarter going that way? Mark said he feels it should go out to bid. The old water department truck and the new bed off the new water department truck. We would probably get a better price for the truck bed by putting it on craigslist, etc. The Selectmen agreed to put the tanker truck, the 1999 F550, and the old water department truck out for bid and allow the truck bed to be sold through Craigslist or similar means.

Shawn said he is looking at a plow on the front of the grader. When he first approached the Board it was \$16,000. Shawn spoke with CAT, and we are looking at the front hoist itself and we are looking at about the \$6,000 range. The grader would be another piece of equipment that could plow. Peter asked if we really need it? Shawn said it fills in the gap when we have the heavy snow storms. We don't have a back-up truck so you could use that as a substitute plow. It would come out of this year's operating budget. Mark said he would like to think about it.

Shawn would like the Board to put a warrant article on to remove Richardson Drive and Lunn Drive. Shawn said we are just battling with Thom. We are at extreme liability with Tom and not plowing when we have to plow. Lunn Drive is one house, which is just a driveway. Judy will see what the requirements are for discontinuing a town road.

Shawn said he has been letting people know about the sand – two buckets per person. The signs will say honor system, two buckets. There is a camera system. Mark said it just barely became a problem. Sondra said if the town is buying sand for town roads and using it for their own driveways it does cost the town money. Shawn said it cost us \$189 for sand for the past two days for people who took sand for their driveways. Mark said he sees a lot of waste on town roads. Shawn said with this ice storm yesterday it probably cost us \$7,000. Shawn said we can cut back and then the selectmen will hear about it. Sondra is just trying to be the taxpayer's advocate. Mark said there are honest people in Whitefield.

Josh told the Board that we need to send an extension request to Tracy Woods at DES for the operations manual. Judy will draft up a letter.

A motion was made, seconded, and unanimously approved to approve the minutes of the December 12, 2016 Selectmen's Meeting Minutes.

Jim Gooden attended the meeting and was upset that the Board met with Mike Tierney a couple of weeks ago at a public session, and Jim felt it should have been in non-public session.

A motion was made, seconded and unanimously approved to enter into non-public session at 7:30 p.m. pursuant to RSA 91-A:3 II(b) – the hiring of any person as a public employee and RSA 91-A:3, II(a) – the dismissal, promotion or compensation of any public employee or the disciplining of such employee or the investigation of any charges against him or her, unless the employee affected (1) has a right to a public meeting and (2) requests that the meeting be open, in which case the request shall be granted.

The Board adjourned from non-public session at 9:00 pm. and the public session reconvened at 9:00 p.m.

A motion was made, seconded, and unanimously approved to seal the minutes of the non-public session because it is determined that divulgence of this information likely would affect adversely the reputation of any person other than a member of this Board.

The meeting adjourned at 9:05 p.m.