

TOWN OF GORHAM, NEW HAMPSHIRE

MINUTES: Water & Sewer Commission Meeting

DATE: 6 December 2021

TIME: 4:00 PM

PRESENT: Jeff Tennis, Lee Carroll, Roger Goulet, and Ted Miller

- Reviewed meeting minutes of 29 November 2021 Water and Sewer Commission Meeting and signed same.
- Reviewed invoices and signed same.
- **Reviewed Supplemental Water & Sewer Commitment of 30 November 2021 and 4 December 2021** in the respective amounts of \$186.35 and \$167.29 and signed same.
- **Reviewed and signed Administrative Cost for Shut Off Notices** dated 3 December 2021 in the amount of \$75.00.
- **Reviewed and signed shut off notices** as mailed 30 November 2021 and signed same.
- **Discussed paperless billing** proposed. Commissioners need more answers before agreeing.
- **Cl2 delivery tomorrow** for both Wastewater and Potable Water uses.
- **Discussed possible line upgrades** on Union Street for 2022. If Town redoes Union Street in 2022, Department will have to contract work due to depth of existing lines (12 feet). Not on Department list for priorities but will need upgrade within the next decade. Approximately 600-800 feet. Sewer is all checked and would not be replaced. Predesign estimated cost for water replacement only will be \$250,000 plus contractor cost.
- **Noted one employee** will have non-work-related surgery next week and will be out for estimated 4 weeks.
- **Estimated cost for roof on Wastewater Plant** is \$58,762 plus \$4,000 (approximately \$64,000). Commissioners agree to sign commitment to hold quoted cost. Jeff to sign for Department.
- **Jeff noted chemical costs for 2022** are unstable and suppliers are not providing recommendations for budgeting.
- **Discussed initial draft of 2022 Department Budgets** thanks to Jessica's efforts. Good initial discussions.
- **Generator at Water Plant** has 2 pinholes in radiator. Materials cost over \$3,000 and labor over \$2,000. Will have to do this. Commissioners approve purchase of new radiator.
- **Discussed personnel issues** on an ongoing basis.
- **Class B CDL license** ok to tow trailer with not over 10,000-pound load. Over that requires Class A. Jeff will contact crew regarding who will get one and with other businesses who might assist in the interim.
- No non-public session was held at this meeting
- The next Commission Meeting is Monday, 13 December 2021 at 4:00 PM.
- Meeting adjourned at 5:15 PM.


Theodore A. Miller, Commissioner


Lee F. Carroll, Commissioner


Roger G. Goulet, Commissioner