

Water Committee Meeting Minutes

May 8, 2019

Milton Public Library

The Water Committee meeting was called to order in the Milton Public Library at 2:00p.m. on May 13, 2019 by the Chairman Jack Bushey.

Roll Call:

Chairman Jack Bushey, Present

P.D. Camenisch, Present

Councilman Garde, Present

Councilman Cote, Present

Mike Isabell, Present

Dave Johnson, Present

Greg Wingo, Present

Guests:

None

Additions or Corrections to the Agenda:

Councilman Garde made a motion to delete April 10, 2019 meeting minutes as they are not provided, take item "I" (Resolution regarding the process for replacing water meters outside residences) in Old Business be moved in front of "D" (Back-Flow/Cross Connection Plan and Ordinance) and after "C" (Progress of projects: Wagamons Loop, Shipbuilders Well and Treatment Facility and Atlantic Ave. /Chestnut St. water main upgrades, P.D. Camenisch 2nd, All in Favor, So moved.

Approval of Agenda:

Councilman Garde made a motion to approve the agenda with the changes, 2nd by Councilman Cote, All in Favor, So moved.

Approval of Minutes:

Councilman Cote made a motion to except the March 13, 2019 meeting minutes, 2nd by Councilman Garde, All in Favor, So moved. Councilman Garde added that the March 13, 2019 meeting minutes had been some of the best minutes provided to the Water Committee and thanked Mr. Wingo. Mr. Wingo said you're welcome and the thank you was greatly appreciated.

Discussion of Written Comments relating to agenda items only:

None

Old Business – Discussion and Possible vote on the following:

- a. Review of long term plans - Mr. Wingo provided the Committee with the changes requested from the April meeting for review, discussion and vote to send to Mayor and Council. Chairman Bushey had a question regarding the size of the Well Pipe, Mr. Wingo said as of right now we are looking at a 6" to 8" Well Pipe, this Well size could go up to 10" depending on what the pull down is and to match up pumps. Mr. Wingo did discuss about some of the Fire Hydrants need to have an extension installed on them as they are too low. Hydrants should have a clearance of 18" from the bottom of the steamer to the ground for wrench clearance, Councilman Cote thought this was an item to add in the Budget, discussion with all members agreeing to this, Mr. Wingo will add to Budget. Councilman Cote discussed cost estimates for some of the projects to go to Mayor and Council just so they know an estimate cost for projects, Councilman Garde said this had already been discussed and voted in the last meeting that until good solid numbers get done as project designs move forward than that's when cost need to go to Mayor and Council. The Committee discussed and thinks it would be a good idea but to make sure that this is just an estimate on projects and cost are not locked in so cost could end up high or low but it gives us an estimate. Mr. Wingo wanted to make sure the Committee understands that this is a five to seven year plan that will constantly be updated. Mr. Wingo

said to come up with numbers for all the projects listed can be done but it will take a lot of time plus we wouldn't want to put these numbers out even if we are saying this is an estimate cost. Mr. Wingo said the way we are starting to come up with the estimates now he thinks is the way to continue, design mode starts first then that's when we can start seeing an estimate. Councilman Garde made a motion to send the Long Term Plan to Mayor and Council with the minor changes to the form, 2nd P.D. Camenisch, All in Favor, So moved.

- b. Funds for improvements (budget) – Councilman Garde said this item would be an extra line item showing up on the budget for small projects and has been discussed several times, this needs to be moved forward. Discussion with the committee regarding what this line item will be used for, Mr. Wingo said for small projects such as fire hydrant extensions, street valves and boxes, curb valves and boxes and curb stops would be some of the items. Councilman Garde made a motion to send the request to Mayor and Council to add a line item called Capital Improvements, 2nd by Mike Isabell, (discussion with the members, Chairman Bushey said he will provide a letter to request the line item in the budget, Mr. Isabell said he looks at this as a slush fund to be used as an example and we need to try to figure out a legal name on what to call the line item, Mr. Johnson said it could be called Unanticipated Capital Expenditures for Small Project, Councilman Cote said the wording is contradicting. Chairman Bushey said we have a motion and 2nd on the table to send a request to Mayor and Council for an Emergency Capital Expenditure Line Item for consideration for the 2020 Budget, all in favor, Councilman Garde, P.D. Camenisch, Dave Johnson, Mike Isabell, Chairman Bushey, Apposed, Councilman Cote, Vote 5 – 1 in Favor of the motion, so moved. Councilman Garde made a motion that \$10,000.00 go into the line item in the request from the Water Committee, 2nd by PD. Camenisch, Questions on the motion, Councilman Cote said he feels the request needs to be reviewed by the Town Manager, Councilman Garde amended his motion to say that the Water Committee sends the request to the Town Manager for review and prior to any spending of this line item the Town Manager must approve, P.D. Camenisch 2nd the amended motion, All in Favor, So moved.

- c. Progress of Projects: Wagamons Loop, Shipbuilders Well and Treatment Facility and Atlantic Ave./Chestnut St water main upgrades – Mr. Wingo said Wagamons Loop Project has started with the grubbing of trees and bushes, the boring has started and the contractor has started installing water main. An update meeting was held this morning and everything is going good. Chairman Bushey asked when the project will be completed, Mr. Wingo said the contract is for 120 days and said so far the project is going smoothly. Mr. Wingo said Shipbuilders Well is a 90 day project and the notice to proceed should be going out on Monday. Mr. Wingo said the Treatment Facility plans will not be finalized until after the Well has been installed so we can review information from the Well documents. This will help us better design the facility to meet any requirements and to look ahead for any future add owns in the building. Mr. Wingo said he would like to have the complete system online January 2020. Atlantic Ave./Chestnut St water main upgrade – Mr. Wingo said he is finishing his first review and should have it out in a few weeks back to the Engineer to make the changes on the plan. After the design is completed we will be looking for funding opportunities. Chairman Bushey asked to make sure he understood the Tie in area on Chestnut St., Mr. Wingo said the tie in will start at Front Street/Chestnut Street and move up Chestnut Street at the tie in area at Coulter St/Chestnut St.
- i. Resolution regarding the process for replacing water meters outside residences – Chairman Bushey discussed the written ordinance that was handed out to the Committee, we have talked about this for about two years and we need to move forward on this. Mr. Wingo said Councilman Garde had prepared the ordinance, explained the ordinance and the issues for having this ordinance. The Committee had an discussion about the time line that needed to be given, Councilman Cote had added that the Fee Schedule would need to be amended if the Town was going to perform the services, Mr. Wingo said the Fee Schedule could be amended at any time and we need to get this ordinance moved forward for Mayor and Council to vote on. Mr. Wingo and Mr. Camenisch said you can't make up one fee as every property would be different with what's on top of the ground such as sidewalks, driveways, trees, bushes, other utilities, Committee understands and agrees that all properties

cost for this could be different. Committee members had a discussion, Mr. Wingo said that the Town can and will do the install but it needs to be at the property owners to decide on who they want to install this infrastructure, the owner would need to call plumbers to get the cost, again this has nothing to do with this ordinance as it directs them to have this work done in the time that's listed. P.D. Camenisch made a motion to send the ordinance to Mayor and Council as written, 2nd by Dave Johnson, All in Favor, So moved.

- d. Back-flow/Cross Connection Plan and Ordinance – Councilman Garde said the last item (DNREC Division of Water) can be deleted, it is the Division of Public Health, Mr. Johnson said it was listed in “e”, Councilman Garde said it can be deleted all through the document. P.D. Camenisch asked if all Homes need to have a back flow device, Mr. Wingo said all domestic and Irrigation service lines coming of the water main need to have a back flow or check valve device installed. Chairman Bushey asked for any additions or corrections, Committee members had a discussion to more understand the ordinance. Mr. Johnson made a motion to send the ordinance to Mayor and Council, 2nd by Councilman Garde with the deleting of DNREC Division of Water and correcting some spelling, All in Favor, So moved. Councilman Garde said the second part of this agenda item is the Plan and explained, the Committee was handed the packet at the last meeting. Mr. Wingo said the Plan would be something that would be under the Water Department and would be sent to Mayor and Council when completed for their input and not vote or adopting. Councilman Garde said he agrees as it should be a working plan that the Supervisor of the Water Department follows. Mr. Wingo will send off to Mr. Fox for review and discussion, no vote on this item as the Water Committee is viewing this as a day to day operation under the Water Department Supervisor.
- e. Update of the Mapping and related system – Mr. Wingo had all the updated water maps displayed, explained the maps fire flows and the changing of flows when we add or upgrade infrastructure to the water system, discussion with the members on water flows existing and future, fire hydrant flows, mapping out new infrastructure and upgrading main size.

- f. Sam Lucas Road water planning – Mr. Wingo had provided the maps to the members, discussed the project, had cost estimates for full project and cost to phase project in three different cost. Members discussed the project and cost estimates.
- g. Atlantic St/ Cave Neck Road water planning – Mr. Wingo explained to members the mapping and cost estimate for this project, this is also split in two phases, Cave Neck/Sam Lucas down Cave Neck Road to service what is in a contract, Cave Neck down Sam Lucas to service property that Town owns and future Sewer Plant. Councilman Garde explained the need to have this completed as the 4" water main on Atlantic St needs to be upgraded to have water available to serve Phase #4 for Cannery Village, this would only be an upgrade on Atlantic St. from the Sewer Lift Station to the dead end before getting to the intersection on Front St/Atlantic St. Mr. Johnson made a motion to move this project (Upgrade Water Main from Sewer Lift Station on Atlantic Street to the dead end of the existing main before the intersection of Atlantic St/Front St) up the list to make it a priority, 2nd by Councilman Garde, All in Favor, So moved. Councilman Garde and Councilman Cote explained the 2nd part of the agenda item that went past Sam Lucas Road down Cave Neck Road, this is an item that if needs to be addressed then it will come from Mayor and Council to the Water Committee, at this time no further action will be done by this committee.
- h. Upgrades at Chandler Street Treatment facility – Mr. Wingo said we are just in early thoughts to upgrade the Plant, we want to get the Shipbuilders Plant completed then we will get more of a design to match the Plants.

New Business – Discussion and possible vote on the following:

- a. Public Works Supervisors monthly report – Councilman Garde made a motion to except the report, 2nd by Mr. Isabell, so moved.
- b. Rates and Fees – Councilman Cote and Mr. Wingo have not had a meeting to discuss and review any documents at this time. Councilman Cote discussed what current rates, availability and debt service fees are and discussion with the members continued. Mr. Wingo said this is an agenda item that the Committee will continue to discuss before anything is sent to Mayor and Council, this is a lot of material that will need to go through and

every member of this committee will be involved in this process, we are looking at a lot of projects over the next 10 years that need to be paid for and keep in mind this is just the start of this conversation.

Request for upcoming agenda items – Chairman Bushey asked to remove “e” off agenda as its not needed anymore, no new items requested at this time.

Scheduling of next meeting – June 12, 2019 2:00 p.m.

Adjournment - Councilman Garde made a motion to adjourn, 2nd by P.D. Camenisch, All in Favor, So moved.