

Town of Exeter, NH Budget Recommendations Committee

Water and Sewer Subcommittee Meeting Minutes of

Wednesday, October 9, 2013

Attendees: Jennifer Perry, DPW Director: Mike Jeffers, DPW Managing W&S Engineer: Bob Kelly, Bob Wentworth, Nancy Belanger

INTRODUCTIONS

Ms. Perry provided a DPW staff chart for review by new members.

WATER FUND

Admin: Questions and discussions about new staff additions. 20% for new engineer, now a full year position. Also Utilities Clerk added last year, but now a full year budget. Re-allocated to Billing Division.

Supplies: New GPS unit and full sized copier and more support supplies

Consulting Services: Now a place holder since not negotiating treatment plant site.

Legal: No wellhead negotiations, now a place holder.

Phones and Software: Subcommittee requested more detail on budget increases since we haven't spent much yet in 2013. Follow up with Andy Swanson is necessary.

Distribution: Account 4370 System Maintenance. Budget down from 2012 since items were completed. However, subcommittee thought budget should return to previous level of about \$20,000 not \$25,000 as requested. DPW to consider specific items to support requested budget increase.

Safety Equipment: Staff purchases Personnel Protective Equipment (PPE) every year.

Treatment: SCADA and Software, again, don't seem to have spent budget. Need to check with Andy S. about end of year purchases and expenditures.

Chemicals: Budget is down from 2012. Mr. Jeffers said we are hedging our bets on a good weather year and how it relates to Exeter River water quality.

Capital Outlay: DPW requesting a new backhoe for \$170,000, split between Water and Sewer Funds. Also looking to replace Pickup Truck #3 for \$18,000. Subcommittee recommended combining accounts 7425 WTP Maintenance and 7449 Capital to include all monies allocated to upgrading Portsmouth Ave facility.

Capital Improvements Program (CIP): Ms. Perry highlighted two CIP projects that, if passed, would be Debt Service next year.

No. 1 Renovations to Hampton Road Water Tank. Approximately \$542,000 over five years, then about \$30,000 every year for 15 years to “warranty” repairs. Subcommittee thought this was a good idea.

No. 2 Water Main replacement project for Lincoln Street area. \$1,400,000

SEWER FUND

Admin: Consultants and Legal accounts down due to finalized Administrative Order and Discharge Permit from 2012.

Manhole Maintenance, account 4366. Increased from \$15,000 in 2012 to \$30,000 this year to budget request of \$60,000 for 2014 due to negotiated agreement with EPA regarding Infiltration and Inflow program.

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CIP Request: DPW is requesting \$6,000,000 for the new Wastewater Treatment Plant facility design effort. Ms. Perry noted that we are currently reviewing proposals from consultants for the WWTP Facilities Plan which will lay out the proposed features of a new facility.

NEXT MEETING

Subcommittee considering meeting by themselves in next week or so before October 23 Budget Committee meeting.
