



# Town of Goffstown

SEWER COMMISSION

## MINUTES OF MEETING

April 12, 2016

**PRESENT:** Commissioners Steve Crean, Rob Trzepacz, Tim Redmond; Mike Yergeau, Sewer Engineer; Mike Walton, Sewer Foreman; Ellen Noyes, Administrative Assistant. **ABSENT:** Mike Trainque, HTA.

Chairman Crean called the meeting to order at 7:02 p.m.

**APPROVAL OF MINUTES** – On a MOTION by T. Redmond, R. Trzepacz second, the March 22, 2016 meeting minutes were unanimously approved, 3-0-0.

### NEW BUSINESS

**Commission Chairman Appointment & Assignments** – T. Redmond made a MOTION, R. Trzepacz second, to appoint Steve Crean chairman for 2016, approved 2-0-0. Chairman Crean explained the responsibilities each commissioner oversees either periodically or as needed. Current assignments are:

	S CREAN	R TRZEPACZ	T REDMOND
FINANCIALS			x
BUDGET COMMITTEE			x
CIP	x		
COMPLAINTS	x		
HOYLE TANNER		x	
FACILITY PLAN		x	
LEGAL	x	x	x
CITY OF MANCHESTER/IMA			x

**2016-2021 CIP Presentation Schedule and Projects** – The GSC is scheduled to present on Thursday, June 30 with the Department of Public Works. M. Yergeau will review upcoming maintenance projects for inclusion in the current matrix. T. Redmond recommended the matrix reflect ongoing upgrades and maintenance to show how user fees support the municipal sewer system. The Commission concurred with the recommendation.

**2 Shore Drive Sale by the Town** – The Commission approved the Town's offering this property for sale at the price of \$16,000.

**OLD BUSINESS**

Sewer Use Ordinance and Accessibility Fee – Former Commissioner J. Bouchard submitted additional edits and recommended strikeouts be deleted to avoid confusion between new and old language. Another review will be scheduled. Chairman Crean gave a brief history of user rates in the past 15 years. In 2006, consultant Public Resources Management Group (PRMG) analyzed the rate structure and made recommendations. In all instances their projections were completely accurate. He asked that copies of the previous report be forwarded to the GSC and suggested they be hired for another review to include the accessibility fee. The Commissioners supported a sole-source bid to PRMG.

Change of Meeting Day – Due to a new conflict, Chairman Crean asked that the monthly meeting day be changed to the 3<sup>rd</sup> Tuesday of the month. Ellen will check the calendar for room and GSC attendees' availability.

**ADJOURNMENT** – T. Redmond made a MOTION to adjourn, R. Trzepakz second, all in favor. The meeting adjourned at 7:50 p.m.

Respectfully submitted,  
Ellen Noyes, Admin Asst

THESE MINUTES ARE SUBJECT TO APPROVAL