

Winnepesaukee River Basin Program

Advisory Board – Special Meeting

Laconia Compound Tuesday August 30, 2011 9:00 A.M.

The following were in attendance:

Brian Sullivan-Franklin	Jeanne Beaudin-Belmont	Steve Dolloff-WRBP	Sharon McMillin-WRBP
Dan Leonard-Meredith	Paul Moynihan/Chairman-Laconia	Sheldon Morgan-Gilford	Johanna Ames-Tilton
Scott Dunn-Gilford	Nancy Lesieur-WRBP	Paul Tierney-Northfield	Dave Clapp-NHDAS

Chairman Moynihan called the meeting to order at 9:05.

1.) Introduce Nancy Lesieur-WRBP Industrial Pretreatment Coordinator

S. McMillin took a moment to introduce Nancy Lesieur from the WRBP; she is the new Industrial Pretreatment Coordinator. N. Lesieur said she will be meeting with representatives from all the communities as the need arises. She is in charge of direct connection inspections and new/existing discharge permits for industrial/commercial entities or significant developments. She advised if anyone has questions, to please contact her at the WWTP.

2.) Flow Metering Project

- Review and approval of Workshop #3 minutes - Vote to be taken by board.

S. Morgan made a motion to approve the minutes as written, B. Sullivan seconded; all were in favor; motion passed. S. McMillin agreed to provide via email the final approved minutes, plus power point presentation, handout and Executive Summary to the attendees to create a complete record of this workshop.

Discussion continued on the next, related agenda items: Timeline and Tasks to Complete; Community Input/Comments Questions and Concerns; Cost Allocation Methodology using Flow Metering as one of the components; Update on CDM Deliverables; CIP Subcommittee involvement in the process; Cost Allocation Methodology using Flow Metering as one of the components

S. McMillin confirmed that CDM is 3-4 months behind schedule and that the deadline of 3/15/2012 is not feasible since a final decision for implementation is still pending Board approval. B. Sullivan passed out a letter from Janet Levy, the consultant Franklin hired to review their system. He indicated that Franklin doesn't want to rush in to implementing the project if there are unanswered questions. They feel there may be more meters needed and a significant amount of flow won't be captured. A potential for up to 400,000 gallons in Franklin may be erroneously reported due to the percentage of error in the specific meter type recommended. J. Beaudin shared Belmont's letter from Underwood Engineering. Belmont's consultant (Underwood Engineering) had also reviewed the Executive Summary and provided a report. 200,000-280,000 gallons in Belmont may also be erroneously reported due to flow meter error rates. J. Beaudin provided their report to the Board. Laconia and Gilford indicated that they may want to have their own consultants look at their specific issues and expressed similar concerns at some metering locations. Each indicated that they could have review performed by October. The Board requested that CDM answer the questions posed by the consultants.

Discussion continued as to how to account for the I/I in the interceptor in addition to the actual flow contribution from the each town/city. No member wants to be charged for what they feel is not their flow; however, all expressed their understanding that a formula will need to be developed to address the I/I in the interceptor. It is their hope that the answers provided in response to the information and the questions raised in the consultants' letters and by the Board will assist the other member communities with their evaluations. Again, the issue about alternative methods and formulas for cost allocation was discussed; CDM should provide an answer and/or options based upon their experience. All were in agreement that there needs to be further discussion.

S. McMillin and Harry Stewart (DES, Water Division Director) met with Mike Walsh from CDM on 8/25/11 and discussed the timeline of getting a cost allocation model. Even without accurate flow numbers, the communities could see how costs could be allocated. S. McMillin will try to get this model and other required deliverables in the next 2-3 weeks. There was discussion about a meeting with CDM after receipt of the information with either a full workshop or a financial meeting with just the Board. As part of their scope, CDM is required to attend at least one quarterly advisory board meeting and S. McMillin indicated that she would get with CDM to make sure that the appropriate representative(s) were available to meet with the communities.

J. Beaudin asked for a brief summary of Workshop #1, S. McMillin said she would forward the minutes by way of a summary. General discussion ensued on the allocation methods from the study done 25-30 years ago to initially establish the allocations. Is it possible to use those same methods which were already developed as a starting point but with updated information? S. Dolloff agreed to provide a scanned copy of that historical information to the group.

With the exception of one location, Belmont is satisfied with the locations of the proposed meters. J. Beaudin explained that BT-2 is in a location prone to potential vandalism as it is near a very popular swimming spot for teenagers. She suggested the location be moved slightly farther away and, if that is not possible, to be aware the vandalism can and most likely will take place. S. McMillin and Steve Dolloff will check with CDM concerning moving the location and get back to Belmont as soon as possible.

Franklin indicated that they were satisfied with the meter locations as long as the River Street Pump Station was also included. S. McMillin confirmed that it would be added to the billing scheme and that no upgrades were required at this location.

S. Dunn expressed some concerns over the fact he feels everything about the project is getting too in-depth. Each community's flow measurement is being picked apart, and he doesn't feel we need to get that definitive. There will be no end and we will never get anywhere. B. Sullivan stated that some communities had grown exponentially and it is best not to rush in but to get the best level of accuracy possible. S. Dunn recognized the \$2 million set aside for the project, and his concern is that we don't want to ask for more funding.

3.) Discussion on the concept of establishing a "Regional Wastewater Utility Authority"

- Creation of a "Fact Finding Committee" to explore various options, promote and educate public officials and ratepayers with respect to its feasibility and process. Vote to be taken by Board

B. Sullivan began by stating he is all for Regionalization as it would take away the political boundaries and could be run like a public utility. A utility board would consist of one representative from each community. Current staff would be absorbed into the utility and they would manage the entire collection system. D. Leonard made a motion to establish a fact finding committee to identify the advantages and disadvantages of Regionalization. S. Morgan seconded; all were in favor; motion passed. After some discussion, it was requested by the Board that DES not provide a member on this committee. B. Sullivan volunteered along with J. Beaudin, and R. Korber was

nominated for the committee. D. Leonard agreed to act as an alternate in the event R. Korber cannot participate. S. Morgan made the motion to accept all three members with one alternate for the fact finding committee. J. Beaudin seconded; all were in favor; motion passed.

4.) Advisory Board's goals and workload as they relate to the draft Memorandum of Understanding.

· This discussion should revolve around setting realistic timelines based on NHDES staff and Advisory Board Members' workload and the amount of time needed to complete projects. Based on this discussion, the CIP Subcommittee and NHDES staff will develop priorities as they relate to the MOU and Advisory Board goals.

S. McMillin stated the assessment formula needs to be set before we can start disseminating actual flow data. J. Beaudin felt that item 7.4 on the MOU was tied to the deliverable that CDM is supposed to be giving to S. McMillin in 2-3 weeks; concerning how important the flow piece is in metering data. She feels we don't necessarily need to know the actual flow data but rather what impact it will have within the formula.

5.) Review and recommended revisions of the draft MOU following the discussion on item #4.

S. Dunn suggested R. Korber get together with S. McMillin and discuss dates for the flow metering portion of the MOU. It was decided the Board would like to see all the dates that are set before they are incorporated into a new MOU draft. This review will be put on the agenda for the September 14, 2011 CIP Subcommittee meeting.

6.) Northfield Status on payment

S. McMillin provided copies of the correspondence between the Attorney General's office and the Town of Northfield that summarily states the Town is to make payment to DES for the outstanding capital cost recovery charges. The AG's office is giving the Town until September 30th to resolve any issues with the Sewer Commission. DES remains neutral on this matter and just wants to collect the allocation on behalf of the members.

7.) Letter to Representative Frank Tilton regarding "weighted" AB voting as requested by Belmont

J. Beaudin brought up a proposed LSR proposed by Rep. Frank Tilton relative to the legislature creating a weighted formula for voting purposes within the WRBP. She feels this is not timely given the on-going activities of the Board and member communities. After discussion, the other board members agreed and suggestion was made to also apprise Rep. Tilton of the draft MOU and regionalization fact-finding initiatives. D. Leonard made a motion to send Mr. Tilton a letter that will be drafted by Chairman Moynihan asking him to withdraw his proposed LRR, along with welcoming him to attend the next quarterly meeting to give Rep. Tilton a chance to observe current proceedings of the Board. J. Ames seconded; all were in favor; motion passed.

8.) Other Business

S. McMillin provided the summary memo and photos prepared by Meredith documenting the sewer overflow that occurred on 8/21 at the Town docks. Both Meredith and DES responded to the incident. There is still no resolution as to what caused the sewer leak.

S. McMillin provided copies of the priority list for State Aid Grants saying there is no money currently funding this program; however, the WRBP wanted to keep potential projects listed in the queue in order to be in line for any forthcoming money. She noted that a new list is created every 2 years and the grants are not available until

after the project is actually completed so this was simply a carry forward of previously submitted projects. This is not a commitment of funds and the basis was past cost estimates, not projects vetted by the CIP subcommittee.

The NPDES CMOM submittal is due to EPA and DES by 9/1. S. McMillin will provide the current addresses via email for this submittal that is required from all the WRBP co-permittees.

9.) Adjournment

D. Leonard made a motion to adjourn at 11:30, S. Morgan seconded; all were in favor; motion passed.