

WINNISPESAUKEE RIVER BASIN PROGRAM
ADVISORY BOARD
January 15, 2013
MINUTES

Members present: Paul Moynihan (Laconia), Ray Korber (Bay District), Sharon McMillin (DES), Steve Dolloff (DES), Jeanne Beaudin (Belmont) and Dan Leonard (Meredith), Johanna Ames, (Tilton), Bob Veloski (Sanbornton) and David Clapp (DAS).

Minutes: Bob Veloski moved, seconded by Jeanne Beaudin to accept the minutes of Dec. 13, 2012 as read. Motion passed.

UV Project update: The UV project is 90% complete with startup testing to begin in the next 2 weeks. A few minor change orders have been needed but it is expected the project will go on line in mid March. Substantial completion is when performance tests and training have been completed. Paul Moynihan asked when the towns will begin payment for this project. The loan agreement begins within a year of completion so it will probably be in FY2014 or calendar year 2015 that community payments will begin.

Flow Metering Project Update: Ray Korber, Steve Dolloff, Sharon McMillin spoke with CDM relative to developing of lists of ideas for reducing the cost and the WRBP's goals for the project. CDM provided rough ideas for areas where there might be opportunities for savings. The Board needs to determine if all sites are necessary for permanent metering, whether manual download of data is sufficient and cost effective or if remote collection of data is necessary, whether dye testing is needed, etc. In some locations, battery power may be less expensive to install than using street power. There are new technology opportunities to evaluate. The Board will need to decide whether permanent meters are necessary at certain identified low flow sites as eliminating permanent meters would save about \$150,000 from the construction contract. However, the cost of temporary metering will need to be determined and whether the cost savings are sufficient. Broad spectrum, unlicensed radio telemetry for "drive by" units or collecting flow metering information at a central point (hub and spoke) or at existing pump stations will be also evaluated to see if it is more cost effective.

WRBP wants to maintain a level of accuracy and level of coverage and CDM can make suggestions to help meet those goals. Sharon McMillin, Steve Dolloff and WRBP staff has made a second list of suggested changes that are still in the idea stage. WRBP member communities originally selected "ideal" locations needed to achieve accurate measurements and differentiate flow between the different communities. If any of these locations are moved to less ideal (less costly) locations, an evaluation needs be done as to what flows may not be measured. Alternatives may be deemed appropriate by the affected communities such as temporary metering, calculating flows based on number and type of connections, or using volume of

metered water used by those connected. These alternatives would have to be approved by the affected communities and the Board. Another consideration is whether to split the contract scope, with the civil work (manholes, etc.) in a separate contract. This would make the flow metering installation contract more appropriate for electrical engineering companies rather than for general contractors who add bonding, overhead, etc. Dave Clapp questioned the ability of an electrical engineering company to coordinate manhole installations, etc. If the civil work is separated, it would be handled separately so that the engineering company would only have to subcontract for some trenching, re-paving, etc.

Sharon McMillin stated that the Board has to make some decisions to determine what the approach will be before engaging CDM, so that the mini-VE effort stays on track. The communities will need to be satisfied that the low flow sites described in the current specifications which include Soda Brook, DAS, Opechee, Tilton/Franklin line (TF1), Tilton/Sanbornton line (TS1) and on Rte 140 are being measured accurately enough. Each site costs \$58-59,000 for permanent metering, so the cost is significant for these low flow sites. Steve Dolloff commented that the members have to understand that the system is never going to be a perfect measurement down to the last gallon and there will have to be give and take. He added that he is not sure the TF1 and TS1 sites are in fact low flow sites as the pumps are very busy. He recommended that these sites have permanent meters. Sharon McMillin commented that further evaluation of temporary and permanent metering locations will be explored in the mini-VE effort and that these two sites were designated as low flow in the specifications so a re-evaluation of connected flows needs to be done so the specs are as accurate as possible and decisions can be made the best available information.

Steve Dolloff and Sharon McMillin will finalize their recommendations after further review of the sites. The CIP Subcommittee will meet Thursday, January 24 at 9am to make decisions on their recommendations (*subsequently changed to January 23rd at 10am*). The WRBP staff and CIP Subcommittee recommendations will be the starting point for the mini-VE effort with CDM.

MOU Schedule Update: Sharon McMillin presented an updated schedule calendar, which will be forwarded to all communities and Commissioners once the Board reviews. Included in the update were the following noted items. The State's biennial budget FY14/15 process is underway at the legislature, with no changes yet to the WRBP budget reviewed by the Board last year. The CIP Subcommittee continues to work on a revised assessment formula and will prepare recommendations for the Board. Agreement on the formula by the member communities will precede the flow metering results. Steve Dolloff is finalizing the ownership inventory of assets in each community, with the last community (Franklin) scheduled for this week. The next step is to have formal agreements with communities on maintenance and ownership of facilities. Sharon McMillin has asked for AG guidance as to what the most appropriate legal documents are to accomplish those agreements; hopefully, using boilerplate language acceptable to the

AG's office as a starting point. The MOM Study paperwork is being sent to Concord to start the approval process. The G&C has scheduled the Wright-Pierce contract for possible approval on January 16th.

Other business:

- The next CMOM report is due March 31, 2012 to EPA and DES. Member communities which are NPDES co-permittees and the WRBP all need to submit this report.
- A summary judgment hearing was held in December to facilitate collecting past due Capital Cost Assessments from either the Town of Northfield or the Northfield Sewer District. The AG's office is representing the WRBP.
- State aid grant (SAG) funding is only available for projects that are already receiving funding. The WRBP is on the delayed and deferred list for funding the completed Dewatering (centrifuge) Project, but it is unlikely that the current State budget will restore funds for the WRBP projects or for other projects on this list. Therefore, the WRBP member communities are repaying the entire SRF loan amount with no SAG funds to lower the loan principal amount.
- Federal STAG money previously awarded to the WRBP for Septage Improvements has been re-allocated to the UV/Plant water project. DES and EPA worked together to do the reallocation so these funds (@ \$450K) were not lost when the grant expired on December 31, 2012. These funds will lower the amount owed by communities for the project's SRF loan principal.
- Jeanne Beaudin relayed that the Town of Belmont sewer pump station project will be completed by mid May and Belmont is rewriting its Sewer Use Ordinance.

Meeting adjourned at 11:15 am.

Minutes prepared by Eliza Conde