

WATER SYSTEM COMMITTEE
MINUTES OF August 19, 2008

Town Hall Annex
5 Highland Street
Main Conference Room

Meeting Opened: 5:00 p.m.

Members Present: John Edgar, Carol Granfield, Jonathan James, Miller Lovett, (Selectmen Representative), Chuck Lowth, Chuck Palm, Richard Roman, and David Thorpe.

Members Absent: Keith Forrester, Bob Hill

Approval of Minutes: Action was deferred to the next meeting.

Discussion:

1. Action required for the CIP Committee presentation on September 17, 2008.

All items submitted for 2009 must be done as well as possible. Reasonable estimates for the following years will be made with the expectation that a more accurate pass will be submitted after the presentation to the Board of Selectmen.

Accurate submissions for 2009 for the items below are required no later than September 15 and will get a final review in the Water System Committee meeting of September 16. Some of these items will not be considered capital items per the CIP Committee definition (\$90,000) and as such may be funded from the operating budget or from reserve funds but we should capture them for our own work and future recommendations to the Board of Selectmen.

SCADA System

Meter replacement program

Leak detection program

Distribution system upgrades

Water storage tank mixer

Initial 2 phases of the groundwater study (Emery and Garrett) - Chuck Lowth

(Possible) Land acquisition for well and storage tank.

2. Action required for Board of Selectmen presentation - target date October 6, 2008.

Integration of the demand forecast, present capacity, unaccounted-for losses allowance and peaking factors to determine the timing of additional source capacity, storage capacity and necessary distribution system additions. Plus the items below.

Long term, on-going maintenance costs for distribution, storage, treatment, source, metering and other purposes.

Consideration of expanding the service area.

Rates - rate structure, rate policy.

3. John Edgar explained his methods for estimating future consumption by analyzing 5 areas of town consisting of 101 properties. The typical usage for each type of property will have to be determined by looking at DES suggested factors and cross checking with 6 quarters of actual use in Meredith. It is imperative that we get a much better understanding of unaccounted-for losses before making the final demand estimates. Peaking factors will also have to be determined. Using typical Meredith historical consumption numbers builds-in some peaking but additional factoring may be required. As part of John's conversation expansion of the service area and use of existing wells were also discussed with no conclusions made.

4. Informal discussion followed on availability of reserve funds, the possible need for land acquisition near the water treatment plant and a number of other short subjects with no decisions or conclusions made.

Meeting Adjourned: 6:55 p.m.

Respectfully submitted,
Carol M. Granfield