

# **Franconia Water Department Monthly Meeting**

**Thursday July 9, 2020**

**Franconia Town Hall 5pm**

**In Attendance:** Water Commissioners Darrel Dietlein, Dan Walker, & Kevin Johnson; Sandy Kellogg, Water Department Office Administrator and Pete Hilton, Lakes Region Water Co. (LWR)

Darrel motions to open the meeting at 5:03pm. Dan & Kevin are in favor and the meeting begins.

## **Approval of Past Meeting Minutes:**

- Motion to accept the minutes of the March 11, 2020 meeting is made by Dan, seconded by Kevin approved unanimously
- Motion to accept the minutes of the May 20, 2020 meeting is made by Dan, seconded by Kevin approved unanimously
- Motion to accept the minutes of the June 11, 2020 meeting is made by Darrel and seconded by Dan approved by Darrel & Dan. Kevin abstained as was not present for the June 11 meeting.

## **New Hire:**

Darrel welcomes Sandy Kellogg as the newly hired Office Administrator.

## **96 Slalom Lane:**

Discussion began regarding new meter installation scheduled for Friday, July 17<sup>th</sup>. Meaghan & Sandy have had difficulty finding a plumber for the meter installation, Presby Construction has agreed to the Friday, July 17<sup>th</sup> date and the homeowner is also available. Sandy looking to better understand how a meter install takes place and what if anything she needs to make happen to be best prepared for success. Dan will look into locating the correctly sized meter and a ball check. Sandy will need to obtain Meter and End Point numbers. Sandy will also be in touch with the homeowner to confirm date and time and to let them know they will need their own plumber for all other work beyond the meter installation.

## **Boil Order Discussion:**

Darrel noted that all went well, with everyone pulling together and working cooperatively to get the water main break repaired, the boil order info out, and the necessary testing completed as promptly as possible. Moving forward it would be great to be even more prepared should another situation similar to the June 3<sup>rd</sup> water main break happen. Thinking is that the Department prepares some standard statement(s) that can be easily utilized to keep customers and the public apprised of the situation and that the Department is aware and working diligently to correct and repair the situation. Much discussion followed, everyone agreed that this would be helpful. It was decided that Sandy should draft a statement for review and tweaking by the Commissioners.

## **Copies & Digitization of Old Water System Maps:**

Kevin will take on this project, working with Pete to locate any old maps that may be in the Pump House and then get a quote to have them digitized.

### **Abatement Request Policy Discussion:**

A discussion was had on implementing a uniform and consistent policy for all customers when making abatement decisions. It was unanimously felt that requests must be received in writing and reviewed on a case by case basis. If abatement was agreed upon, it would only be possible for the first billing cycle that indicated excessive use.

### **Mittersill Lead & Copper Testing Results:**

Darrel shared with the commissioners that the Department had received notice from NHDES of an exceedance of lead in some samples taken in Mittersill. The notice contained a list of tasks to be completed and timelines for each.

- Sandy will check with Meaghan on what she may have completed before she left.
- Treatment Plan may be required. FWD may need to contact an engineer to create this plan. (Sandy to see about engineers from GRWA/contact Scott Clang)
- Check on dates that next samples due – likely this falls to LRW
- Extension may be needed – Pete H to look into this.
- Sandy will review all and determine a To Do List and who (FWD or LRW) may be responsible for each step

### **NBRA Grant Update:**

Sandy reports that nothing new has been heard. She will call to see if there is any news or a date when a decision is expected.

### **Updates from Pete Hilton, Lakes Region Water Co:**

- Leaks – Commissioners support Sandy monitoring BeaconAMA system and reaching out to customers (as her time allows) when leaks are indicated. It was also noted that each customer now has access to their account and the ability to monitor their own water usage.
- Back Flows – The BeaconAMA has indicated a few minor backflows. When we find a plumber these should be investigated.
- End Points – There are several that are registering an error. Sandy will contact Ian at Stiles Co and schedule a visit for him to review/repair/replace as necessary.
- Pump and well buildings all need mowing & weed whacking. Sandy to determine if FWD pays the town for this maintenance or if it is done as part of town property. If this is something we pay for, Kevin will help to facilitate a bid process. Sandy will let Kevin know.

Next meeting will be Thursday August 13<sup>th</sup> at 5PM in the Franconia Town Hall.

Darrel moves to close the meeting at 6:29pm. Dan seconds and the meeting closes.

