

Franconia Water Department Meeting
Thursday August 19, 2021
Town Hall 5pm

In Attendance: Water Commissioner Kevin Johnson, Water Commissioners Jeff Bartlett and Ted Cammann via Zoom, Water Department Office Administrator, Rachel Pluchino and LRW Operator, Pete Hilton.
Kevin **motions** to open the meeting at 5:01pm. Ted seconds and the meeting begins.

Approval of Past Meeting Minutes:

Motion to accept the minutes of the July 8th 2021 meeting was made by Kevin, seconded by Jeff, and approved unanimously.

Approval of YTD Financial:

Motion to accept the YTD Financials was made by Kevin, seconded by Ted and approved unanimously.

Pete Update:

- **Mittersill Project** has been completed on Mittersill Road and Woodchuck Trail.
- **Deer Pass** will be a project for next year, Pete will be looking into material costs and early purchase of materials.
- **Bridal Veil** connect is being resolved.
- **Alarm system for VTscada** is not dialing through or sending alert notifications. Rachel will look into issue to see what is going on.
- We have 5 meters in need of calibration 3 in Franconia/2 Mittersill – Stiles will be contacted.
- **Franconia Pump House** – will be looking into distribution meter for future use. Rachel will assist.
- **Slalom Lane leak** – Decrease in water usage but still have irregular readings. Possible 2nd leak. Pete will be looking further into issue.

Rachel Update:

- **Asset Management Plan:** Asset Management plan continues as work in progress. Rachel will be looking into current and future grants available to aid in this process.
- **WGSB:** Application completed with Steve Plant, Treasurer. We should have approval before end of September.
- **Governance:** Vote will take place at September meeting to remove 6% from billing system.
- **October Expo and Trade Show:** Motion for registration expenditure and mileage reimbursement made by Kevin, 2nd by Ted and approved unanimously.
- **Windows 7 upgrade:** Rachel will be looking into upgrading our computer system as we are still running Windows 7. We have a contract through the Town of Franconia to utilized Certified Computers

Update on NBRC grant application:

We were not approved for the NBRC grant this year. We will be applying again next year.

Decommissioning of Fire Hydrants:

Decommissioning of fire hydrants will be started after completion of Mittersill Project.

Access to Wells in Mittersill:

Per Pete it appears gravel has been put down along access to Mittersill wells.

Garnet Hill/Main Street Project:

There will be further discussion at September meeting regarding strategic planning of situation.

Gale Well Pit Flooding:

Pete is working on issue. We will continue discussion at September meeting.

Mittersill Well "6":

Discussion will continue at September meeting as it is still being worked on.

Main Street Valve Installation:

Discussion will be continued at September meeting. Reference: Garnet Hill

Motion made by Kevin to adjourn the meeting at 5:56pm and seconded by Jeff. Decided on unanimously to end meeting.

APPROVED