**Franconia Water Department Meeting**

**Thursday May 12, 2022**

**Town Hall 5pm**

**In Attendance:** Water Commissioners Jeff Bartlett and Thomas Allen. Water Department Administrator, Rachel Pluchino.

Jeff **motions** to open the meeting at 5:03pm, Tom seconds and the meeting begins.

**Approval of Past Meeting Minutes:**

**Motion** to approve April Minutes made by Jeff, seconded by Tom and approved unanimously.

**Approval of YTD Financial:**

 Overpayment/Reimbursement amount of $1581.40, will be looked into by Rachel.

 Welcome Center reroute expenses listed in QBs as Capitol Improvement for Franconia Village.

**Motion** to accept the YTD Financials was made by Jeff, seconded by Tom and approved unanimously.

**Rachel Update:**

**Selectman Meeting May 16th** – public hearing regarding use of ARPA funds for Mittersill Water

Main Replacement. Mittersill is not a town but an extension of Franconia, the FWD has a responsibility to ensure safe, clean and potable water. Mittersill Main replacement will be on agenda for 2023-2024 completion. Estimated ARPA funds being requested - $106,000.00. Rachel will be looking into population percentage between Mittersill and Franconia Village. Mittersill has not had any main replacement work done to its water system in over 5 decades at a minimum. Jeff will be speaking with MACO and neighbors in Mittersill to attend meeting in support of project.

**Mittersill paving:** 3 spots still need to be done when Town does pave this summer/fall. Rachel has spoken with a few residents concerned with the condition of the road since replacement completed in Fall 2021. Plantation road does not fall under the FWD.

**NE Backflow Contract:** contract between NE Backflow and FWD discussed and signed. This is a 1-year contract beginning May 12, 2022. Rachel will sign as representative/contact.

**Office cellphone:** Rachel does give out personal cellphone number to contractors, customers and on Water Department voicemail. With limited office hours it has become normal practice. Discussion to continue at June meeting.

**Daily Water Operator Responsibilities:**

New daily logs and new reporting format discussed. Any changes made will reflect all reporting requirements of NHDES and supporting entities. Informational packets and samples of reporting documentation given to all Commissioners. Discussion to continue at June meeting.

**Security of Pump Houses:**

 Discussion of possible key pad or additional security measures for access to FWD sites.

 Discussion to be continued at later time.

**Decommissioning of Fire Hydrants**:

Decommissioning of 3 fire hydrants at end of Academy Street (Dow Extension), Best Western and in front of Lafayette Center (Magnolia Healthcare.). Decommissioning will begin in Spring 2022. There are 5 hydrants in total that need to be removed and capped.

**Garnet Hill/Main Street Project:**

 Discussion moved to June Meeting.

**Main Street Valve Installation:**

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

 **Motion** made by Jeff to adjourn the meeting at 5:56pm and seconded by Tom.

 **Approved** unanimously.