

# **Franconia Water Department Monthly Meeting**

**Wednesday December 12, 2018**

**Town Hall Meeting Room 4:30pm**

In Attendance: Water Commissioners Joan Hartford and Darrel Dietlein; Pete Hilton, Lakes Region Water; Meaghan Caron, Water Department Secretary

Public in Attendance: Kevin Johnson, Gale River Motel; Scott Clang, GSRWA

Meeting Began at 4:30pm

Darrel opens the meeting and introduces Scott Clang from GSRWA. He lets us know what types of services the organization offers. They are a membership organization throughout NH, non-profit, supporting systems and helping with wastewater rules etc. Technical assistance is provided and training can take place on site. Services include leak detection, water quality issues and management support. The membership is approx 276 members/water systems.

Darrel states that we have discussed leak detection for our system and asks how in depth is the detection? GSRWA doesn't generally do detection surveys them in the winter. They listen through the hydrants during spring or fall during the daytime. On a different subject, Joan asks for options for customers who open a bleeder each winter. A main-line insulation is the answer for the customer. Pete says a leak detection service hasn't been done in 2-3 years. Scott says a water audit, (an analysis of water that is produced vs. what we sell) is the first step. This will give us a close estimate of what that is lost. And then, the next step would be the leak detection service and that would take about ½ a day. Scott will email Meaghan all of the information needed.

Darrel explains the tasks at hand within the department and the work we are doing to demonstrate fiscal fidelity with our customers. Scott explains that in their assessments the water use rate is equal across the board and a base meter rate is the multiplier (he refers to it as "increasing block rate"). He does his best to create rates that are fair but that still support the system.

Darrel thanks Scott for his input.

Meeting minutes from October Work Session are approved and minutes from the Public Hearing are approved. Darrel makes the motion for approval of both minutes and Joan seconds.

Trihederal Engineering renewal contract/quote is reviewed and will be voted on in January.

End of year Town Report submission is reviewed and approved. Darrel makes the motion and Joan seconds. Meg will get this to Jenny prior to due date of January 5<sup>th</sup>.

Valve stand at hair salon is inoperable. Valve inside salon wouldn't work. We will have to dig it up in the spring. Once the frost is gone this can be revisited.

Hillwinds: We have identified that the meter size (1.5") doesn't match the line coming in (1"). Kevin Johnson suggests just changing the meter rate not changing the meter out so as not to incur the cost of installation. Joan makes a motion to change the billing to the Lodge building from a 1.5" rate to a 1" rate effective immediately pending the results from the St. Cyr analysis and recommendation. Darrel seconds the motion. Knowing that we are still consulting with St. Cyr, this temporary rate will be contingent upon the results of his assessment and audit. We can revisit this and we are setting an exception in this unique circumstance for the time being and will have a 1" meter ready for installation if needed.

Budget: the End of 2018 looks a lot better than the end of 2017. Meg and Joan worked on the 2019 budget and Darrel will now have time to review and compare to the Profit and loss from 2018. Monthly meeting is scheduled for Wednesday January 9<sup>th</sup> at 4:30 and a work session is scheduled for January 16<sup>th</sup> at 5pm to finalize the budget.

Pete reminds Meg about LogMeIn and she will check the subscription.

#### 2019 Projects:

- Hair Salon
- Alpine Clinic meter installation
- Peabody and Smith and BW hydrants. Pete will give a condition report for the hydrants and we will plan to remove/repair one per year based on their conditions.

Darrel makes a motion to schedule Pete to install a meter on the hydrant in the ice house building. Joan seconds the motion. Pete can get this done end of next week once he finds the proper meter that can be fitted on the hydrant.

Review of conversation with Stephen St. Cyr: Meg and Joan spoke with Stephen St Cyr on 12/6. Joan explains that Meg has supplied him with 2017 information and at his request will be sending all 2018 information for a better review of our current situation. We would like to have him come for a public forum. Joan would like to have everything from him by the end of January so as to have information ready if needed for Town Meeting. Meg will get all information to St Cyr by next week so that he can get working on his end. Peter will supply Meg with estimated costs for future projects to supply him with.

Peter: Pete will give an estimate for the original 500 feet of water line replacement in Mittersill and then an estimate for including temporary water supply if we did the 500 feet originally planned plus if we continued to go further down Woodchuck lane to replace the line and finish valve replacement at the line below the Hubertus Ring and Pioneer valves. Work at the Mittersill Inn (from the curb stop to the building to get the old water line out) never happened, this was a project that Louis Bijolle was asked to complete and did not follow through with. Ongoing water line issues at Mittersill are a subject of concern each year.

February would be a good time to maybe have Horizon Engineers come.

Fire Hydrant snow clearing. Joan will send Holly an email asking about protocol for clearing. Pete and Mac always did it in the past but this could be a Fire Department responsibility.

Joan motions to go into non-public session per RSA-91A:3, II at 6:06pm. Darrel seconds.

Pete, Meaghan and Kevin Johnson leave the meeting.

Public session resumes at 6:12pm.

With No further business to attend to, Darrel motions to close the public meeting at 6:12pm and Joan seconds.

These minutes of the Franconia Water Department have been recorded by its Secretary. Though believed to be accurate and correct they are subject to additions, deletions and corrections by the Board of Commissioners of the Water Department at its next meeting when the Board votes its final approval of the minutes. They are being made available at this time to conform to the requirements of New Hampshire RSA 91-A:2.