

Franconia Water Department Monthly Meeting

Thursday September 12, 2019

Town Hall Meeting Room 4:30pm

In Attendance: Water Commissioners Joan Hartford and Dan Walker; Meaghan Caron, Water Department Secretary; Pete Hilton, LRW

Public in Attendance: Thad Presby, Presby Construction

Dan motions to open the meeting at 4:32pm, Joan seconds and the meeting begins.

Thad Presby joins us to discuss options for moving the water main at his property located at 793 Main Street. What Scott Clang has marked is a valid marker of the Main that runs through the property. We have two options, move the main or move the building. If we were to move the main Pete explains how we will need to use live taps/insertion valves. EJP gave a price estimate for the valves and two days of work to install these valves at a cost of approximately \$14,000 (labor for valves and parts but no excavator). This would take an estimated 2 days of work, just to install the valves.

Meg researched and found a deed that covered the water line from back in 1984, many owners ago. She provides a copy for Thad.

The plans need to go before DES as well. If we moved forward with approving Presby moving the Main then the commissioners agree that we would hire Horizon Engineers to build plans for the project. The cost of engineers, valves, labor etc would bring the cost of moving the main to upwards of \$30,000, an expense that would be paid by Presby.

Pete discusses options for moving the building and how close the building could be built to the line. We would approve moving the building and keeping it at least 10 feet from the water main on either side. We would have to be sure to allow enough space on each side for work that need to happen in an emergency or for future updates. Thad will look into moving the building back referring to his plans and the setbacks by which he has to comply. He believes he could likely move it back the 10 feet requested. Pete believes the line is approximately 6 feet deep. Thad leaves the meeting with the understanding that Meg will get back in touch with him regarding the commissioners coming to an agreement on the 10 feet move of the building.

A new easement will be drafted once any work is done to protect the land around and the water main across the line. This easement will be filed with all paperwork for this property moving forward.

Minutes from August 8, 2019 are reviewed and approved. Joan motions to approve the minutes with one minor grammatical error and Dan seconds.

Meg requests approval to attend the free QuickBooks Training class on October 10th, 2019. Joan motions for approval and Dan seconds.

Pete Updates: Pete was at Franconia Pump Station and an alarm went off when the generator started. He called and spoke with the company and the fault light is lit up on the panel of the generator outside. Following the reboot instructions of the person on the phone the generator still did not start. Do we schedule an emergency appointment or schedule their first available appointment of 9/24. We decide to schedule the appointment on 9/24.

Sanitary survey is due. Corey is working on cleaning up the pump house and around the tanks (weeding and mowing) in Franconia. The survey will be scheduled for a couple weeks from now.

Tank cleaning will be by end of month or into October. Pete will confirm and let Meg know.

Best Western hydrant cannot be shut off because the valve to shut it off cannot be located. Rather than removing it for now, Pete will bag it.

Ice rink hydrant, Pete will find a 2" meter to install and Meg will manually read it.

Alpine clinic, to be done this fall.

Pete will change up his hydrant flushing schedule. He plans to do the majority of flushing during the day and the school and nursing home over the weekend. We will put the notice out for low water pressure. Pete hopes to get it done by mid October, most likely during the weeks of October 14-28th.

Curb stop was changed out on Harvard St last month.

We need to figure out a new meter read system/ Scada system. Pete thinks something is going on in the software. We need to budget for this in the future---\$6000++ to cover the Scada System upgrade. Meter calibrations will need to be budgeted for as well.

Meg will send out an email to get a good date for a work session in October to confirm with Darrel his availability. Once we can get an idea of who is available when then we can move forward scheduling a work session to get a head start on the 2020 budget.

The water department does a lot to maintain the town fire hydrants (painting, greasing, threading, flushing etc). We need to start charging the town for the hydrants as this is the norm for most municipalities. We also need to consider a fee for customers with sprinkler systems. This is also a common practice that we should start using. Fees would be based on the size of the line going into the sprinkler system. A flat rate yearly fee would be charged to the customers who have sprinkler systems.

NHPDIP—we believe we can transfer monies into this account but we need to double check if it needs to be a Cap Reserve vs. Cap Imp line. Once money is transferred into the NHPDIP what is the protocol for taking it back out for projects. Meg will double check with Holly and the auditors regarding this.

Dan motions to adjourn the meeting at 5:35 and Joan seconds. Joan seconds and all are in favor.

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.