

Franconia Water Department

Work Session

Wednesday January 16, 2019

Town Hall Meeting Room 5pm

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

Work Session Began at 5:02pm

Goal of the work session to finalize budget numbers so as to have the Budget ready to give to Holly.

Meg discusses the invoices received late from Eastern analytical. These total \$973.00 and will be paid out and accounted for in the 2019 budget. Moving forward Meg will again make contact with the billing department at Eastern Analytical to reiterate that their system doesn't always get the bills out properly.

Mittersill/Franconia SOC/VOC waivers expired in October of 2018. Pete will look into renewing these waivers.

Meg to look into producing the CCRs (Consumer Confidence Reports) herself vs. being charged by LRW for the work to create them.

Meters Line, we are currently at \$3500.00 and this should cover any additional work for Alpine Clinic meter, hair salon meter, and any additional plumber costs from Chris Sparks.

Darrel suggests that we have a stock of at least one of each size meter on the shelf for emergencies. We will keep this in mind and contact Ian from Stiles Company regarding purchasing these additional meters.

Meg and Joan to contact Holly regarding the loan note that the Water Department pays back to the town for the project loan. This is our RD Loan.

Franconia and Mittersill Cap Improvements lines to total \$13,000 and \$25,000. These numbers will hopefully help us work towards saving for future projects that need to happen.

"Outside Labor" line will now be categorized at "System Maintenance" with sub-categories of "Flushing" for both Mittersill and Franconia, "Mandated Franconia (3) Tank Cleanings 2019" and Mittersill and Franconia "Plumbing/Maintenance lines"

Based on the road length measurements that Pete took on Mittersill Road, Pioneer Road, Woodchuck Road and Sunset Ridge Road the department will have to consider multiple projects over the coming years to save for and complete. Each of these projects range in costs from \$35,000 – \$70,000 to complete. We're looking at \$100,000+ of work that needs to be done in Mittersill over the coming years.

Mittersill Inn Project end goal/results: Louis (Mittersill Inn) has been asked to put in a new service line. We have to disconnect the old lines from the system on each end and finish hooking it up to Well 4.

Day price for Mittersill Inn old water line removal:

Equipment: \$1200.00/day operating the excavator. Labor: \$1200.00. Total: \$2400/day and Pete believes it would be 3-4 days to get the work done. \$12,000-\$13,000 to complete the project. That doesn't include material, stone, sand etc that would be needed. We will revisit this project once we have established property lines and the department's responsibility.

Clean and Coat the exterior of Mittersill tank 2016 quote was \$30,000, interior clean and coat was \$30-35,000. This is a maintenance project that needs to happen sooner than later.

"Water Supplies" Line Will be changed to "Water System Parts and Materials" with subcategories of Mittersill and Franconia. An additional line for stock items will be created for reserves in the pump house called "Parts and Materials Reserves"

A New Postage line will be added to separate out postage costs from office supplies costs.

"Propane" line to now say "Propane-Franconia Pump Station"

"PSNH" line will be changed to "Electricity-Eversource"

"Telephone" line to be "Water System Telecommunication/Network" because it also includes billing for the internet and networks between the Scada system and alarms at the pump house.

"Water Tests" line to now be "Mandated Water Testing"

"Office Supplies" line to have sub categories of "Main Office" and "Pump House"

Joan makes a motion to adjourn the meeting at 8pm. Darrel seconds the motion and all approve.

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.