Waterville Estates Village District Water Master Plan
Advisory Committee Minutes
September 17, 2020
10:30 am

A meeting of the Waterville Estates Water Master Plan Advisory Committee was held at the Waterville Estates Community Center, 562 Winterbrook Rd. Campton NH, 03223 on September 17, 2020. The meeting was called to order by Chairman Herlihy at 10:30 am.

Members Present: Terry Bennett, Stan Bujalski, John Herlihy, Jaime Oldmixon.
Members Absent: Matt Smith
Public Present: Cory Smith, General Manager WEVD and Nick Sceggell representing DuBois and King Inc.

Item 1: Review of Contract with DuBois and King for Water Master Plan.

General Comments Attorney Review of the Contract.

Chairman Herlihy reviewed the comments from our Attorney. He mentioned the following issues:

1. Limits liability. Proposed is not unlimited, though may be standard.
2. Consequential Damages not addressed.
3. Dispute Resolution process not defined
4. How are add on contracts addressed
5. Ownership of Documents not defined clearly
6. What is the Risk Allocation
7. Invoicing need a 30 day window for approval and payment.\
8. Comment that this Company appears to be a large professional company that will meet Professional Standards.

There was general discussion regarding changes, Mr. Bujalski questioned if there should be a clause stating changes agreed to by both parties will not void the original contract terms. Mr. Sceggell indicated that adding to the contract additional items does not invalidate the contract. It is usually practice to add "amendments" and cost to the contract in place. Amendments must be approved by both parties. Mr Sceggell indicated

the insurance was aggregated. Mr. Bujalski noted PL insurance also wie WC and General Liability in aggregate of 3 million dollars of coverage was staled by DuBois and King at previous meetings. Ownership of document language would be cleaned up per previous meeting discussions that a complete set of documents including CAD files would be turned over to WEVD. A dispute resolution section would be added outlining a methodology for resolution. The Risk Allocation clause should be omitted as it does not reflect previous discussions. Mr. Bujalski suggested using American Arbitration Association Standards, including approval by both parties on election of mediator. Mr. Sceggell indicated a 30 day window for invoices would be acceptable.

Mr. Smith had collected a number of documents related to the development of the current water system of Waterville Estates. Mr. Sceggell asked if he could borrow the documents and scan them for Master Plan development use and return them. Mr. Smith indicated he could do so. Mr. Smith indicated there are some additional blue prints in the upper level board room that he needed to find and provide. Mr. Sceggell indicated that a mechanical review would be done in 30 days. He also made a point of reminding the committee that early December the state would be gathering applications for the Asset Management Grants. He feels that they will be ready to help us with making a application for a grant.

Currently Waterville Estates has iFix software which monitors many functions of the water system. Mr Smith suggested it was coming to the end of its useful life. Things like daily water use, and functions at the pumping stations are recorded. Mr. Smith mentioned that Ell Inc. was the vendor who maintained the software program connectivity to the current equipment WE owns. It was generally discussed that this Company is the most reliable Firm for this service to WE. Mr. Sceggell will need information from Mr. Smith related to the pumps in the system. Type, Brand, Size, Capacity, date purchased, installed and maintenance records. Mr. Smith indicated he could find that information but it was not all in a spreadsheet or entered in the SCADA system software. Mr. Smith indicated it is visual in the pumping stations. Mr. Sceggell indicated a software review as not part of the master plan and should be considered by WEVD in a life cycle review of the software system. There may be appropriate upgrades to the system that may be beneficial. Perhaps this

along with GIS mapping points on the system would be a possible Asset management grant opportunity.

The meeting moved to a physical review of the most recent updated CAD drawing of the WEVD water system. Mr. Smith walked all of us through a tour of the system beginning with the T-Wells located at the Liberty location. The wells are sunk 17 feet into the aquifer. We were sited for a contamination issue 12 months ago. It is uncertain how this occurred and may be attributed to a number of possibilities from breach that was in our system to contamination of the aquifer from an adjacent large septic field failure. WE then chlorinated the system and has been 12 months free of contamination. The State has acknowledged but is requesting that we continue to chlorinate until we see what happen with a high water event in the River. Drought conditions have prevented this so far to date.

Each line was discussed, Pumping Station piping, size of pump at each location, also Water Holding Tank size. The problematic areas for known pressure issues were acknowledged. Pipe material types in some cases were discussed.

Additional question were asked about how fixed pipe leaks were treated once they were opened. Generally treated with a standard pipe chlorination process put into the pipes at the time. They are not flushed regularly, but a past flushing found no evidence of scaling.

Some additional general discussion occurred related to preliminary work on a future well site was shared by Mr. Smith. The Commissioner in the past secured a likely location below Snowood Condominiums. An easement was purchased and part of the road to the site exists. This master plan will determine the strength of our current wells. The benefit of need of the additional well at this time will be determined. The long term benefit would be if a catastrophic event occurred to wells. The State Emergency Plan for Waterville Estates would require us to truck in water to the estates.

Committee members began asking about water connection policy. Mr Sceggell indicated he could head the members towards samples from other communities. There is a document on the WEVD website regarding a water connection policy. Mr Smith noted there has been some recent