Waterville Estates Village District Water Master Plan
Advisory Committee Minutes
November 4, 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 NY 03223. The meeting was called to order by Chairman Herlihy at 10:31 am.

Members Present: Stan Bujalski, John Herlihy, Terry Bennett, Jaime Oldmixon, Matt Smith (left meeting 11:22)

Others Present: WEVD General Manager Cory Smith, and Nick Sceggell representing DuBois and King Inc., Mike Herring, WE HOA President,Gerry Pawuczak, Ryan Timms, Steve Baert.

Agenda:

Motion by Mr. Oldmixon, supported by Ms. Bennett to accept the agenda as presented by Chairman Herlihy. Motion carried unanimously.

Approval of Minutes:

Motion by Chairman Herlihy, supported by Mr. Bujalski to approve the minutes of 09/17/2020 as presented. Motion carried unanimously.

Item 1: Review of Dubois and King's Water Modeling/ Recommendations.

Mr. Sceggell spoke to the process. A Review of the assets has been done in-house. In addition, an asset inventory has been begun. Visits to each location and asset was completed by Mr. Sceggell and a second Dubois and King Engineer. They will be returning on one area to confirm information they have which conflicts with records. On-line research is in process for determining the pump curve standards for each of the types of pumps in the pumping stations. This plus the flow data from the main

line will = actual pump curve. Lack of metering or accurate meter information makes it challenging to get an accurate picture of the system. Taylor Dr area has very limited information. Liberty Station has a new back up pump/head located at the Station. There is a need to confirm the new one is the same pump that is in the well currently. It was noted that Smith Pump installed the current pump and Lakes Region Water (Peter) ordered the back up pump.

Elevations and distribution mapping is being worked on.

PRV's were discussed at length. A few are located in a colder, others are underground several inches. Replacement to a corrugated fit has occurred as repairs have been made. Mr .Sceggell indicated that some should be high PVR's and others low PRV's depending on elevation and pressure issues. This information related the PRV's needs to be affirmed and a put into the developing model. He was surprised at the number of PRV's located in the WEVD. Mr. Smith indicated some were used to change the pressure in the system when a needs was noted. Size of service lines and flow may need to be updated to improve the system long term. It was noted that restriction of water movement by use of PRV's may cause additional wear on the pumps and higher energy costs related to static in the system. Mr. Smith indicated he would research energy cost increases over the last several years and and submit a report to Mr. Sceggell for review. Electric cost have spiked over the last few years. It is undetermined at this time if the spike is related to efficiency, or leaks in the system. This is a question to look at. Rate change would not account for the increased cost variable. Mr. Bujalski asked if the electrical metering was a demand meter that would result in paying peak usage for full monthly period. Mr. Smith will look into this.

Pegwood booster is not currently turned on. Mr. Herring lives on Pegwood and indicated normally he has 20/22 lbs of pressure at his home. He has not added a booster to his line at this time. New Homes are being built above him that most likely will create a pressure issue. Mr. Sceggell indicated that what he would have normally seen, was an independent zone created with its own booster. The pipe sizing for this scenario would need to be larger than 2 inches.

The bottom line is Dubois and King needs to work with the General Manager Mr. Smith and Mr. Baert to gain additional information about several areas in the system.

Item 2: Discussion of Metering Considerations.

Mr. Smith presented some preliminary price quotes for additional metering/ electrical additions to the system. The purpose being to give the WEVD more accurate information on water flow in the system. Metering can assist in identifying flow issues/ leaks and broken lines. It will give better data on how lines in the system are handling flow.

The quotes were discussed and questions related to isolation valves and by pass options were brought to the table. Mr. Smith outlined the locations of the meters and suggested that the placement would cover MOST of the water lines and felt confident this was what would assist us in high flow areas. Some of the smaller lines would not have meters.

Continued discussion ensued related to sizes of the meter as related to the pending final water master plan. Pros and cons of doing this improvement prior to the final plan were discussed. It was generally agreed doing this now would help avoid serious issues. It is necessary the meters be tied to the software program and accessible by users who maintain the system daily and in an emergency situation.

Chairman Herlihy suggested that some additional information be added to the quotes. He asked Mr. Smith to go back to the vendors and ask for by pass options around the meter .
chairman Herlihy is looking for options to replace or maintain the meters without shutting down the related water line. He also asked Mr. Smith to confirm with the Treasurer funds available for this purchase and the account information. Chairman Herlihy requested Mr. Smith to try to be prepared to have this ready for approval or consideration at the next 11/14 Commission meeting.

Mr. Bujalski noted spool pieces could be made available for quick replacement and putting system back on line should a meter need to be removed or replaced.

The next asset management grant is due December 4, 2020. Mr Sceggell indicated there would not be a problem in preparing a grant application. He would prepare and have a submittal ready for WEVD in time for the deadline.

Motion by Chairman Herlihy, supported by Ms. Bennett to make a recommendation to the WEVD Commissioners that they proceed with the purchase of Water metering equipment and electrical installation of said meters, contingent upon Mr. Smiths securing an addendum price quote for by pass meter maintenance options.

Motion carried unanimously.

Item 3: Water Connection Policy Discussion

Mr. Oldmixon indicated that the draft policy was written after he did research related to several other policies of similar communities. This policy draft was drafted using other policies of those communities. He has met with Mr. Smith and incorporated his suggestions into this policy.

Mr. Oldmixon indicated after reviewing RSA 52:1 and RSA 38:26 of New Hampshire law, he believes that a governing body, ie. the Commission can set a water connection fee could be held in a water designated line item of the budget held by the municipal Treasurer. If a capital reserve fund is established which allows for the carry over from year to year the excess water funds to be used for water improvements only, it is believed at this time warrant article at the next annual meeting would be needed.
The Voters would have to approve by vote to establish reserve capital fund. Mr Smith provided some information related to what may be needed.

Mr Herring indicated he was in agreement with the need for a water connection policy. He warned the Committee that a fee, too high would kill growth in the community.

There was additional discussion, the fee has to be a responsible fee. The fee would allow the WEVD to contract professionals, to review the connection plans, evaluate the impact to the water system pressures, determine infrastructure needs, and inspect the home site for compliance to the connection requirements. It was noted that current staffing levels

would require a contract Inspector and /or Engineer to review/ sign off on the plans/work.

Mr. Oldmixon will email a revised copy of the draft ordinance.

Motion by Mr. Herlihy/ supported by Mr. Bujalski to submit the ‘draft Water Connection Ordinance to the
commissioners for review and approval to the WEVD Commissioners contingent upon a legal review and recommendations on a process for adoption by the WEVD legal firm.

Motion carried unanimously.

A motion was made by Chairman Herlihy and supported by Mr. Bujalski to adjourn at 12:43 pm. Motion carried unanimously. Meeting was adjourned.

Posted: Meeting Posted on11/02/2020
On page WEVD WEB page
Constant Comment Communication

Draft meeting minutes posted: