Waterville Estates District Commission
Water and Road Committee Meeting Minutes
August 12, 2021

The meeting was called to order by Chairman Herlihy at 9:30 am. The meeting was held at 562 Winterbrook Rd, Campton NH 03223.

Members Present:	Terry Bennett, Stan Bujalski, John Herlihy, Jaime Oldmixon.
Members Absent:	None
Others Present:	Maureen Patti, WEVD Chairperson; Nick Sceggell, Dubois and King; John Scruton, Acting GM; Arnold Goodman, Resident.

Approval of the Agenda: Motion by Mr. Oldmixon, seconded by Mr. Herlihy to approve the agenda as presented. Motion carried by all members present.

Approval of the Minutes: Motion by Ms. Bennett, seconded by Mr. Herlihy to approve the minutes dated July 20, 2021. Motion carried by all members present.

Agenda:
Item 1: Discussion of Water/ Rates for 2021/2022.

Mr. Oldmixon presented a SAMPLE water rate calculator based upon a $350,000 water budget. This number was calculated in relationship to the current adopted annual water budget.

Availability Charge- 60% of total budget	$210,000.00
(Based upon 838 properties)	250.60
Usage Charge- 40% of budget	$140,000.00
Usage Charge per Occupant	
Occupants 1942	$72.09

It should be noted that an "Occupant" is defined in the Federal regulations.

Sample Water Rate Schedule:

Undeveloped Lot	$250.60
One Bedroom Living Unit	$394.78
Two Bedroom	$466.87
Three Bedroom	$538.96
Four Bedroom	$611.05
Five Bedroom	$683.14
Six Bedroom	$755.23
Seven Bedroom	$827.32

Rates for more bedrooms can be added. Mr. Oldmixon also shared a copy of the Plymouth Water District Quarterly Rates structure for 2021. Ashland's Rates were also shared based upon water meter size and a volumetric metered water rate.

Mr. Oldmixon indicated this model is sound and can be calculated for any anticipated water budget approved by the Commissioners. At this time, WEVD has no way to meter actual water use to any residence or facility. Upon discovery that WEVD needed to meet New Hampshire requirements for water service and fees, this process with drafting of a water ordinance and rates structure began. The Commissioner will be addressing the proposed water ordinance in a Public Hearing on August 16, 2021.

The proposed ordinance requires all new buildings to install a water meter.

Discussion moved to possible funding sources for installation of meters. There may be future opportunities for a low interest loan, however, a governmental low interest loan or grant will have to meet a high standards for use. These programs tend to limit the types of Contractors/ and Tradesman who can do the work. Federal Programs require Davis Bacon standards related to wages and credentials. The paperwork/ certifications for Federal/ requirements/ sampling is intense. Scheduled detailed invoice and accounts reporting are also required. Mr. Bujalski noted that cost of the project often increases. Smaller tradesman, firms will stay away from bidding these kind of projects as they don't have the resources to complete the paperwork. In addition, the "Buy American" clause may come into play. This could cause an extended project time due to the availability of American vendors and material availability.

Mr. Herlihy noted, this is a difficult and complex reality for the District.

Meter Discussion revolved around locating several vendor and having them present meter options and technology to the members of the committee. It was generally thought that "Bluetooth" technology would send information to a command center software program. Others allow for a drive by collection of data for the purpose of reading meter and billing. It is recognized by the Committee that an option that requires no additional meter reading staff was the way to go. Mr. Scruton mentioned that there is an "EYE ON WATER" technology feature on some meters that allow a homeowner to subscribe to a water usage tracking feature. Over a determined use or if the system sees abnormal use it notifies the owner. As Example; if a toilet were continually running on a home and use went up, there would be a warning sent. It is an added feature to consider with the number of part time residents.

Additional discussion direction headed toward developing an incentive for residential owners to install water meters. The discussion headed toward, the metered water rate would be less than the determined water rate. Metering water would allow for actual water rate usage charges vs the proposed bedroom (occupant) unit rate.

All parcels in the WEVD will be charged an Availability charge. The proposed ordinance defines who would be charged that charge. It also defines the relationship to existing well residences that are exempt. Future well sites will not be exempt.

Notations were made to clean up language in Section 21c of the ordinance.

Motion by Ms. Bennett, seconded by Mr. Bujalski
21.c shall read: As meter rates are being installed the District will develop a metered rate schedule. Until that time, the Water Rate shall contain two elements: the "Availability Charge" paid by all properties within the District service area who have a water main within 100 feet of its boundary line (with the exception of those properties who have a private water well at the time of adoption of this ordinance) and the " Usage Charge" paid by all residents connected to the water system based on a properties "Occupancy" defined as the number of bedrooms plus one. Through a census of the water service area, the total number of occupants shall be determined annually.

Motion carried: Yeas: Bennett, Bujalski, Herlihy, Oldmixon
Nays: None

Motion carried by all members present.

Motion by Ms. Bennett, seconded by Mr Herlihy;

38c. This Ordinance shall become effective sixty (60) days after the adoption by the Commissioners.

Motion carried: Yeas: Bennett Bujalski, Herlihy, Oldmixon
Nays: None

Motion carried by all member present.

Item 2 : Water Ordinance/ Public Hearing on August 16, 2021

The Date was noted for the Public Hearing. Amendments to the draft ordinance are noted in motions in the above minutes.

Other Business:

Water Source November Grant Application is not something that we are ready to apply for this year. We will watch as master plan develops to see if and when this may be an appropriate grant to consider. It requires a budgeted match amount.

Ms Patti brought up the need to move forward on the determination of the replacement of the rusted water tank. She asked Mr. Sceggell to affirm the options. Mr Buljalski stated that the bypass at the Ski Bowl needs to be done now to avoid additional problems. Mr Scruton stated that hopefully by the August 21, 2021 Commissioners meeting, LRW will have a proposal on the table for review by the Commission. There are proposals being developed for the replacement tank and bypass.

There were no citizen Comments on Non Agenda Items.

Motion by Ms Bennett, seconded by Mr. Herlihy to adjourn the meeting at 10:46 am. Motion carried by all members present. The meeting was adjourned.

Respectfully Submitted: Terry G. Bennett, Acting Secretary

Signature: T Bennett

Chairmans Signature: John Hall

Date: 9-11-2021 Approved

Approved on: 9/11/21
Committee/Board Name: WATER/ROAD COMMITTEE
Committee Chair Initials: JH
Rec'd by WEVD Clerk on: 13 SEP 2021
WEVD Clerk Initials: A