Waterville Estates District Commission
Water and Roads Committee Meeting Minutes
November 10, 2021

The meeting was called to order at 8:59 am by Chairman Herlihy. The meeting was held at the Waterville Estates Community Center, 562 Winterbrook Rd., Campton NH 03223.

Members present: John Herlihy, Stan Bujalski, Jaime Oldmixon, Terry Bennett. By Zoom: John Scruton, Bob Winters, Bobbi Ketchum, Dave Ketchum, B. Sylvia, and Lucy's Phone (Barry and Lucy)

Approval of Minutes of October 28, 2021:

Motion by Herlihy, seconded by Bujalski to approve the minutes as amended. (Correction of Summit tank to Sunset Tank and the address of homes on Taylor and Weetamoo Trail)
Motion Carried : Yeas : Herlihy, Bujalski, Oldmixon, Bennett. Nays: None

Purpose of this meetings is to discuss the development of a "Request for Proposal" to provide water meters for the WEVD community.

Mr Scruton gave a well repair update as members reviewed the minutes.

Well #2 well has been pulled. A pump replacement and maintenance have been completed. WEVD had an extra pump whose shelf life was at its expiration date. The old pump was pulled and the new pump put in. We are getting improved water flow performance from the new pump. Well #2 is working well. A bypass update has been done to control the flow of the wells so both wells are not always pumping at the same time. This will create an electrical utility cost savings.

Significant work must be done to Well #1 to repair a check valve. We are waiting for the specialty contractors to be able to get the work scheduled. All engineers, and contracted specialists must be on board with the project plans and work. This is not an easy project.

Mr. Bujalski asked what is the final plan for the project. Stan indicated that he had suggested a temporary check valve installation. Mr Scruton indicated a temporary check value was decided against due to the age of

the well. It needs a full replacement at this time. Significant issues with water table and water supply are present. Shoring up the hole is required. It is important not to disturb the screens and crushed rock at the bottom of the well. A certified welder is needed to do the welding work. It is a work in progress. Mr Bujalski wants to see an engineered design. Dewatering is also going to be in issue. Dewatering may effect the aquifer and the water level of the other well.

Mr. Scruton said this repair must be done prior to snow making. It is a delicate complicated repair that effects the operation of the other well and gravel base. The distance between wells is only 40 to 50 feet apart. The repair will effect the water table in both wells.

Mr Oldmixon asked Mr Scruton for a Snowmaking Update. Mr Scruton indicated that we had been approaching DES about using untreated water, by putting in a valve that would allow diverting water coming up from the wells into the snowmaking system. As time went on, it became more difficult to accomplish this plan due to the significant construction needs it would require. Time ran out. It would require putting in an additional pump and building a storage tank. The decisions was then to go with treated water option. The DES is requiring proof of adequate supply. Other requirements for the permit, include an additional check valve that meets certain standards and maintenance schedules. This check valve must be between the public water system and the snowmaking gun. It is to prevent any back flow from the gun, or pipes supporting the gun, into the public water system. It is a two inch line and provides the opportunity for significant water contamination back into the system, if left unprotected. The DES seems willing to proceed with a permitting process. A related problem has to do with getting chlorine to the site in the winter. We can not store enough on site to get thru the ski season. A solution is still being determined for this issue. These caustic chemicals kill harmful bacteria and buffer the PH level if needed. The chlorine issue is not a state permitting issue but rather and operational issue. Safety issues with the caustic chemicals has been a concern. A separate storage building may have to be added. il is yet to be determined if it must be temperature controlled.

Mr Herlihy and Mr. Oldmixon asked for a price quote on the check valve for the next meeting. The Snowmaking Committee will make the presentation and recommendations to the Board of Commissioners for

this project. The goal is to have this done by December 1. There will be a need for meter. We have a meter on hand that may be used if we have not selected a standard meter for WEVD.

Item 1 : Meter RFP Discussion

Needs List for RFP:

A. Ultra sonic meters/ no moving parts
B. Electronic register with a cellular transmitter
   Allowing for customers to download an application to self monitor their use.
C. Metal (no lead brass) or Poly Body
D. Data Collection Software
E. Annual Fees and Subscription Costs
F. Price for K Horns and back flow technology
G. Water Meter Testing Costs
H. 3/4 inch meters with availability for purchase of 1 1/2 inch, 2 inch for public buildings.
I. Software Requirements
J. Financial Software Support Needs.
K. Supply Logistics
L. Warranty Statement
M. Support and Training Information
N. References
O. Pricing Structure

Mr Scruton will put together a draft document. Deadline would be about three weeks following sending out the RFP. (Considering week and a half timeframe for the Thanksgiving Holiday.) Ms. Bennett asked for confirmation that the RFP was received by the vendors.

She suggested an evaluation process be established for review and recommendation to the Commissioners of the bids/ RFP.

Mr Herlihy stated a financial plan is needed for the purchase of these meters.

Mr. Scruton will continue to monitor State and Federal Grant Dollars that will assist us to meet the needs. Mr Scruton indicated that our bigger 6

digit repairs needs are more likely to be met with grant dollars. Mr Bujalski indicated that we must be aware that Federal Grant Dollars come with many regulations like buy American, and Davis Bacon Wages etc may inflate the cost of the project.

We have preliminary application in for State Drinking Water Loan. The request amount was for 1.2 million dollars. The final application has a spring deadline. The Asset Management plan must be completed in order to submit a final application. A Warrant Article must be approved at an Annual meeting approving use of the State Drinking Water Loan.

Water Meter Contractor Referral Information:

Mr. Oldmixon indicated that trained installers must install the meters. Companies provide spec sheets and training for installation. He doesn't want any warranty voided as a result improper installation. We just need to provide a list of trained plumbing contractors Mr. Herlihy does not want the WEVD responsible for chasing installations for homeowners. Mr Scruton agrees that we need to provide options for homeowner to make arrangements for their property's meter installation.

Badger, Neptune, EJ Prescott, and Mueller are the the four companies most likely to receive the bid /RFP documents. The goal is to have meters available for installation in late January or early February.

Mr Herlihy thanked Mr Oldmixion for doing the WEA HOA informational meeting on water ordinance. It was a positive outreach. Mr Ketchum was also thanked for his support of Mr. Oldmixon.

Item 2: Asset Management Committee Responsibility Discussion

Needs List:

A. Mission Statement Development
B. Sample: Level Service Statement Draft (John Herlihy)
C. Educational Material.
    Outline of History of WEVD Water System
    Outline of Financial History from Private to Public
    Outline Design Standards Past and Future
    Outline Growth in WEVD of Estates over past 25 years

Define Asset Management Plan/ Master Plan
Hydrology And Source Information
Ongoing Concerns:
- Water Pressure
- System Reliability/ Maintenance/ Water Loss issues
- Service Issues
- Water Meters Cost/ Rates
- Affordability of the System
- Loan and Grant Opportunities.
- Summary of what we have learned.

Mr Scruton brought forth from the Assistant GM a request for need of a collection policy for non-payment of water bills. State law allows for a variety of options for this purpose. Mr Scruton will work with Judy to seek out needs and bring back a draft document.

Adjournment:

Motion by Bennett, seconded by Oldmixon to adjourn at 10:22 am.
Motion Carried: Ayes: Bujalski, Bennett, Oldmixon, Herlihy. Nays: None

Next meeting: November 19, 2021 at 3:30 pm

JBennett

Approved on: 11/19/21
Committee/Board Name: WATER & ROS COMMITTEE
Committee Chair Initials:
Rec'd by WEVD Clerk on:
WEVD Clerk Initials: