Waterville Estates Village District
Roads and Water Advisory Committee
Minutes of May 23, 2022

Ms. Bennett called the meeting to order at 5:32 pm. The meeting was held in the Summit Lounge at the Community Center located at 562 Winterbrook Rd., Campton NH 03223.

Members Present: Terry Bennett, Stan Bujalski, John Herlihy, Gerry Panuczak

Others Present: John Scruton (Zoom), Nick Sceggell; DuBois and King

Approval of Minutes: Motion by Panuczak, seconded by Herlihy to approve the minutes of May 9, 2022 as written. Motion carried. Ayes: Bennett, Bujalski, Herlihy , Panuczak. Nays: None

Item 1 : Update of Water Master Plan/ Asset Management Plan

DuBoiis and King has finalized the Asset Management Plan. They have developed a Capital Project plan that will identify the future financial needs. They have also started to prepare a pre-application grant that would support three major projects. The identified projects are the location and development of a new water source; the water main replacement project from Pegwood to Reservoir Station; and the relocation of the station and treatment function at the Ski Bowl. From a strategic point it would allow evaluation of the discontinuation of the Reservoir station and reconsider needs of the Sunset Station to provide water /pressures to the Taylor area. This pre-application will be submitted by June 1, 2022.

The Level of Service Agreement statement has been completed. We will be requesting reimbursement for the grant funds we were awarded for the Asset Management Plan Development. A summary chart is included with the Level of Service deliverables.

Mr Herlihy asked about functions in the SCADA system. Mr Sceggell indicated it tracks system function more than maintenance information. Mr Sceggell indicated the Asset Management Worksheet was created to manage the maintenance of the system. It is an excel spread sheet that can grow and change with the assets in the system.

Mr Budjalski mentioned maintenance software that is available for purchase which manages scheduling of maintenance, work orders and general application needs.

Mr Sceggell brought copies of the Asset Plan for the committee members. A electronic file will be provided including spread sheets. This is a living document.

Motion by Bennett, seconded by Herlihy: The Roads and Water Advisory Committee moves to adopt the Asset Management Plan prepared by DuBois and King on May 23, 2022. Motion Carried. Ayes: Bennett, Bujalski, Herlihy, Panuczak. Nays: None.

A pre-application for the grant/bond for the three major work projects will be submitted by June 1, 2022. The amount of the pre-application request is 2.112 million dollars. This includes a number of contingencies. This pre-application was approved by The WEVD Commissioners on May 18, 2022. Mr Sceggell spoke to the fact that this amount of money begins to address three critical needs but there are additional dollars needed for other significant work to the system.

Ms.Bennett asked how likely is it that WEVD would get this grant? Mr Sceggell indicated that in recent years this is a very competitive process. The low interest rate is valuable. The documentation and the last sanitary survey shows a demonstrated need. He feels this will be helpful toward the determination. In addition, there is a larger pot of grant dollars available.

Mr Bujalski asked about a line item covering construction administration and inspection. Mr Sceggell indicated right now the proposals projection is a flat number.

Item 2: Recommendation Rate Study

Mr Scruton indicated a request for a Rate Study was submitted. He has not had any correspondence on the request.

Item 3: Review of Request for Additional Committee Members

Motion by Panuczak, seconded by Herlihy to post the "Request for Additional Committee Members to the WEVD website and communicate solicitation to the WEVD community. Motion carried: Ayes: Bennett Bujalski, Herlihy, Panuczak. Nays: None.

Item 4: Update Energy Audit/ Leak Detection Grant

The Energy Audit is in the works. State is waiting for the Utilities to respond to the request. WEVD will be required to provide a body of information related billing and meter information. This is a yearly program. A Leak detection program request was submitted. No update has been provided to date on this program. This request was for a 3 mile portion of pipe. This is an annual program for which additional survey requests can be made.

Mr Scruton indicated there are leaks where public water mains cross private property and access of heavy equipment has been denied. Ms Bennett asked if there were easement agreements or right to service agreements on the public water mains. Mr Scruton indicated the original developers may have not done this. Mr Bujalski wondered if the HOA documents that describe public land use would cover this situation. Mr Scruton indicated this is worth looking into.

Mr Bujalski indicated some of the plot plans have common ground indicated.

It is uncertain if Campton or Thornton plans show any utility easements on site or plot plans. Mr. Sceggell has seen some transmission line plans. He suggests that it would be interesting to check related deeds to see if they have an indicated easement.

Item 5: Other Business

Mr Bujalski brought forward the Dig Safe Program. WEVD is not a member and is asking what we do in the case utility underground system need to be identified. RSA requirements indicate that some method of identification should be occurring. Mr Sceggell indicated that you are not required to be a member of Dig Safe. The best way to ensure notification is to require a permit for any underground work. Mr Scruton found in a later section of the RSA Municipal Water Systems are exempt from Dig Safe requirements.

Next Meeting Date: June 8, 2022 at 9:30 am.

Adjournment: Motion by Herlihy, seconded by Bujalski to adjourn at 6:31 pm. Motion carried by all members present.

Approved: June 17, 2022

Terry Bennett: Chairperson: Terry M. Bennett