

**WINNIPESAUKEE RIVER BASIN PROGRAM  
ADVISORY BOARD MEETING MINUTES**

**September 21, 2017 – Belmont Corner Meeting House**

**Members Present:** The meeting was called to order by Brian Sullivan (Franklin), chair, at 10:09 am. Ron White (DAS), Sharon McMillin (NHDES), Katie Ambrose (Sanbornton), Johanna Ames (Tilton), Wes Anderson (Laconia), Jeanne Beaudin (Belmont), Glen Brown (Northfield), Steve Dolloff (Meredith), and Ray Korber (Bay District) were present at that time. Brian announced that Peter Nourse (Gilford) has resigned.

**Minutes:** Wes moved, seconded by Ray, to approve the meeting minutes for July 20, 2017, as amended. The motion passed.

**Monthly Summary Report:** Sharon provided the following updates. They were based upon the *Monthly Summary Report* for August 2017.

- Flow metering services –The three trial flow meters were installed as part of routine site visits during the first week of September. Preliminary data from the first month of flow metering at these three locations will be compiled and evaluated over the trial period.
- Asset Management/Collection System Evaluations Initiative – The WRBP has purchased the asset management software. There was a kick-off teleconference yesterday, and the WRBP staff is coordinating implementation schedules with W-P and Cartegraph.
- WRBP infrastructure ownership – There were no status changes on the outstanding MOUs to report at this time.
- Governance Work Plan – Please see the update sections below.
- Rate assessment formula – There were no status changes to report at this time.

**CIP Subcommittee Update:** The CIP Subcommittee met on 9/14/17 to discuss the 2017 CIP update summary. Wes, the newly appointed chair, said the subcommittee will meet again on October 4<sup>th</sup> to finalize its recommendations for the Advisory Board (AB), which will be presented at the next AB meeting on October 19<sup>th</sup>.

Some members of the CIP Subcommittee have been meeting offline to discuss the authority issue. Wes handed out two draft documents titled *WRBP Separate Wastewater Treatment Authority Go/No Go* (which Wes clarified was a table depicting willingness to participate in funding the study separate from WRBP assessments) and *Escrow Agreement*. Wes said that he has heard back from every member community regarding the funding the study except for Tilton, which needed to confirm a yes or no, and DAS, which he had not yet contacted. Bay District was also listed on the Go/No Go table as a “maybe”. The other member communities had indicated they were willing to participate in financing the study as indicated by a “yes” on the table. Joanne said that Tilton’s Sewer Commission met Tuesday and was not in favor of participating. Wes further indicated that the draft escrow agreement he had drafted had not been reviewed by Laconia’s finance department or the City attorney.

**Legislative Update:** Brian handed out his letter as chairman of the AB that was submitted to the House Resources, Recreation, and Development (RR&D) Committee. The letter was dated September 6, 2017 and referenced *HB 393-FN – An act relative to the Winnepesaukee River Basin Program (WRBP), Reserve Account*. His letter asked that the House committee again defer considering the proposed bill until the AB could work out details with DES. The bill had already been retained in committee last legislative session. Sharon presented Brian’s letter at the RR&D working session held on 9/13/17.

Sharon explained that there were two parts to this proposed legislation. The first part clarified that the Fund’s assessment model was for responsible parties to be assessed based on their proportional use of the facilities requiring the expenditure and that expenditures would be recouped from only those parties for which the fund was used. This model had been agreed to by the member communities and the clarifying language was recommended by the attorney general’s office. The second part of the proposed modifications would establish a reserve account in order to be able to collect prospectively for upcoming capital projects; something that the current statute does not allow and that the DES and member communities have recognized for many years as being needed. Based upon these two recommended modifications, DES drafted the proposed legislation for the 2016-2017 legislative session. The member communities indicated that they did not have enough time to thoroughly review the proposed legislation so they asked the legislative committee to retain it until the 2017-2018 session. Brian’s latest letter again asked the committee to retain the bill, instead of taking it up during the current session. Sharon did not know whether the RR&D committee would retain it again; or find it “ITL (inexpedient to legislate),” as they may not want to retain it more than once.

Brian explained that the issue arose after the AB voted to absolve Gilford of some of the costs that it had incurred under the replacement fund, formerly known as the sinking fund. After that vote, the AB voted to look into amending the legislation to make the clarifications Sharon just discussed. Brian asked if the DES has put together a recommendation regarding the proposed restructuring of the replacement fund. Sharon said that the legislation was really that DES proposal but would distribute the draft legislation again to members. The proposed legislation has not been discussed yet by the AB so Brian asked that this topic be added to next month’s AB meeting agenda.

**Authority Update:** See the CIP Subcommittee Update section above.

**Other Business:** Brian asked if the AB would be updating the MOU next month. Sharon said that she was planning to distribute a MOU draft text and table next week. The discussion of the draft MOU update will be on next month’s meeting agenda.

The meeting was adjourned at 10:30 am. The minutes were prepared by Pro-Temp Staffing. The next meeting will be held at the Corner Meeting House in Belmont on October 19, 2017 at 10:00 am.