

**Summary Report to the WRBP Advisory Board
December 2018**

Project Name	Status & Schedule	Budget	Other info
Flow Metering Services	Meters are logging data, site visits are being made each month, and reports are being provided each month as per contract terms.	The WRBP extended the EST contract to 2020 including a trial at 3 locations for 3-months.	The 3 trial flow meters were not definitively more accurate or precise than the installed meters. Alternatives are being evaluated.

Program Initiatives	Status & Schedule	Budget	Other info
Asset Management/ Collection System Evaluations initiative	The WRBP purchased software & implementation support for \$105,100. The Keene site visit on 1/17/18 provided lessons learned.	\$125K budget for W-P the combined asset management and collection system assessment task orders. An SRF loan for \$30K/phase for 3 phases has been approved.	July 17-19, 2018 was the “go-live” on site training. Data gathering and work order utilization is on-going.
WRBP Infrastructure Ownership/Responsibilities	Belmont, Northfield, DAS, Gilford and Tilton Executed MOAs with DES. MOAs for Bay District, Sanbornton, Meredith, and Laconia are under review. Franklin meeting held on 5/8/18; with revisions pending.	NH AG’s costs are assessed to the WRBP operating budget.	The AG’s office developed language for MOAs to clarify the O&M responsibilities of properties, facilities or components that are indeterminate, and assist with negotiations specific to each community.
Governance Work Plan	The work plan to evaluate alternative governance structures for the WRBP was approved at the 10/2/2016 Advisory Board meeting. The legal firm presented their roadmap at the July 2018 meeting; the Advisory Board members approved starting the Phase I efforts.	DES responded to the Gilford letter requesting clarification regarding ownership transfer of assets on 1/25/2017. Laconia escrow agreement will collect funds for the study with an initial budget of \$50K this year and \$50K next year.	The Governance group proposes communities engaging Brown & Caldwell and separate legal assistance to evaluate next steps to get to a decision point on governance options. DES’ 11/8/18 response to the Phase I Roadmap presentation held on 9/28/18 was discussed at the November meeting. <i>The Board’s response to DES dated 12/20/18 is under review.</i>

Program Initiatives	Schedule	Status	Other info
Rate Assessment Formula	DES' preliminary analysis of the relative contribution of flow, strength and capacity (shared) costs presented on 5/5/2016. The Advisory Board resolved to have a draft formula by 1/1/2019; the workgroup met on 7/25/18 and 8/16/18. Conference call with Bay District member and metering consultant on 9/26/18.	The full Advisory Board has expressed interest in participating in this discussion with DES regarding a draft rate formula. Updated flow and capacity information prepared by DES was presented to the rate assessment workgroup on 8/16/18. <i>A task order is being finalized for the four members where measured flow data is not accurate enough for billing.</i>	DES presented preliminary flow and capacity findings from the 3 rd party flow metering evaluations at the March 2017 Advisory Board meeting. DES presented a table of WRBP Franklin WWTP Capacity Status at the July 2017 meeting.
Replacement Fund (Reserve Account) Legislation	The Advisory Board has is working with DES to amending RSA:485-A:51 for the 2018-2019 session. Draft discussed at 9/20/18 and 10/18/18 Advisory Board meetings and sponsors are being sought.	The House bill to create a Reserve Account and clarify the assessment and use of this Fund was retained, then deemed ITL last session <i>and not being pursued this session given the recommendations of the Advisory Board.</i>	SB468-FN that would have redirect fines to the general fund and was referred to interim study committee that recommended ITL on 9/13/18; executive session on 10/10/18 did not recommend approval.
Commercial Discharge Permit (CDP) Initiative	Information workshop on 2/21/2018 was attended by representatives from 7 member communities. Workshop #2 was held on 5/8/18.	Member communities and the WRBP will coordinate priorities and collaboratively develop lists of firms to be contacted about permitting.	CDP Initiative will involve various municipal officials and departments and the WRBP. Laconia DPW met with WRBP on 3/28/18.
WRBP Rule-Making	A Rule-making preliminary meeting was held 5/8/18; draft provided to all members on 5/17/18, work group met 7/5/18.	Rule-making is in progress with member community input to clarify definitions and permitting processes. Final proposal will incorporate additional amendments.	Initial proposal to readopt with amendment submitted to Water Council and LBA. Public meeting on 11/16/18. <i>Comments from OLS being reviewed.</i>

Changes from previous report are shown in bold italics.

The WRBP received the New Hampshire Wastewater Plant of the Year Award – presented at the NHWPCA December 2018 meeting in Keene.

Dates to Remember:

1. ***The next Advisory Board meeting will be held on Tuesday January 17, 2018 in Belmont at 10am.***

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Reviewed and in concurrence: Rene Pelletier
Rene Pelletier - DES, Assistant Director, Water Division 1/7/19

Respectfully submitted on: 4/7/19