

# WINNIPESAUKEE RIVER BASIN PROGRAM

## ADVISORY BOARD MEETING MINUTES

**March 21, 2019 – Belmont Corner Meeting House**

**Members Present:** The meeting was called to order by Wes Anderson (Laconia), assistant chair, at 10:05 am. Ron White (DAS), Sharon McMillin (DES), Johanna Ames (Tilton), Jeanne Beaudin (Belmont), Glen Brown (Northfield), Scott Dunn (Gilford), were present at that time. Katie Ambrose (Sanbornton) arrived momentarily.

**Minutes:** Scott moved, seconded by Jeanne, to approve the February 21, 2019 meeting minutes. The motion passed.

**Monthly Summary Report:** Sharon provided the following updates. They were based on the *Monthly Summary Report* for February 2019.

- Flow Metering Services Study – There were no updates.
- Asset Management/Collection System Evaluations Initiative – A training session on GIS capabilities was held on March 1<sup>st</sup>.
- WRBP Infrastructure Ownership – There were no updates.
- Governance Work Plan – The Advisory Board drafted an MOU for multiple State agencies' concurrence.
- Rate Assessment Formula – The consultant (W-P) is gathering GIS and connection data from the southern four communities as part of this study.
- Replacement Fund (Reserve Account) Legislation – There were no updates.
- Commercial Discharge Permit (CDP) – Current priorities are dental offices, food service establishments, and facilities with regulated waste disposal. Eighteen new CDPs were issued in 2018. Thirty-four have been issued in 2019 to date with 19 under review and 87 in progress.
- WRBP Rules Update – The JLCAR meeting on the rules was held on March 15<sup>th</sup>.

The WRBP's industrial pretreatment program (IPP) is working to identify companies that do not currently hold commercial or industrial discharge permits. Some were identified in the State's hazardous waste generator database as generators. Mercury switches were recently identified in lift station wet wells on the draft plans for a facility upgrade; thankfully, they were removed from the final plans. This is a great reminder that uses in building and/or on properties may change, and that new uses may require permitting. Another recent example is that of a former warehouse that is now being considered for light manufacturing; soldered parts would have been washed without consideration as to the wastewater's characteristics.

Sharon encouraged member communities that are planning sewer extensions (i.e. for new developments or the like) to consider including the installation of flow metering devices during the construction phase as opposed to after the fact. The WRBP rules were updated on March 19<sup>th</sup>, and will be certified by DES shortly. After they are certified, new permit application forms will be posted. The process and the permitting forms should be more straightforward, especially with regard to State versus community responsibilities.

With regard to the asset management/ collection system evaluations initiative, Wes asked if the assessment was being done pump station by pump station. Sharon explained that it was being done more by process and that the electrical, pumps, and motors were on GIS already. The idea now was for the database to accurately include all of the maintenance tasks associated with anything relating to asset depreciation. Wes expressed an interest in using the database to generate scheduled maintenance task reports and asked when it would be able to be used toward this end. Sharon explained that the staff was developing a mechanism by which to prioritize maintenance tasks so that low and high priority maintenance tasks could be separated in the database. Many of the maintenance tasks have been grouped together into work orders over the years, and capturing this process has required supervisory oversight. The goal (outcome) of this endeavor will be the ability to provide useful reports.

With regard to the rules changes, Wes noted that not all of the changes that they had wanted got in because of the timeline. He asked what the plan was. Sharon explained that they could be re-opened at any time and that it was not necessary to wait for 5 years to change them. She said that one of the WRBP's goals was to get everybody familiar with the new permitting forms. Wes asked what a good target date would be for updating the rules; and if such a date should revolve around the legislative calendar. Sharon explained that EPA's response could change the timeline and hoped that EPA would get back to the State shortly. Wes asked if it would be possible to establish a target date regardless of EPA's response. Sharon suggested the legislative session after this coming, because a new re-adoption during this calendar year was probably unrealistic.

**Rate Assessment Workgroup Update:** Wes announced that W-P has all the GIS data it needed to complete phase 1 of its task order. Data still needed to be collected for phase 2 under its task order, and he will be reaching out to the four communities (Northfield, Belmont, Tilton, and Franklin) in order to set up a time to discuss the data with each separately. Phase 2 will help W-P decide whether additional flow metering would be feasible.

**Authority Workgroup Update:** Wes announced that the MOU that was approved at last month's meeting was now in the attorney's hands, and the attorney has been setting up meetings with State agencies to discuss it. He and Ray Korber (Bay District) planned to attend these meetings. He will keep everybody informed.

Sharon asked if Jeanne's question from last month's meeting had been answered by the attorney with regard to who should sign the MOU. Wes explained that the attorney had instructed him to sign it for now; and everybody else should sign it (eventually) before the process moves on to the next phase.

Scott announced that he met with NH Executive Counselor Mike Ryan to discuss the MOU and that Mike had been unaware of it until their meeting.

**Other Business:** Sharon announced that Alexis Rastorguyeff has been in touch with most of the member communities to discuss their sewer ordinances and the updates that they plan to make. He has also been putting some boiler templates together. They should help define reporting requirements and State v. town responsibilities. Please reach out to Alexis with any questions regarding sewer ordinances.

As part of its redevelopment, DAS was exploring the possibility of discontinuing sewer use and dropping its WRBP membership at their Lakes Region Facility campus (the former State School) to save on costs.

This was an ongoing conversation because there was a lot of old piping and some significant I/I. Approximately 40% of the flow from that facility goes through the State School pump station; the remaining flow goes directly to the WRBP's North Main interceptor. In order to address the I/I, work will need to be done on both sides of the hill on the campus and it is a matter of where DAS chooses to spend the money. In this instance, it is not just a matter of flipping a switch and plugging a pipe as the I/I will continue to go somewhere. Sharon expects for State agencies, the State legislature, and Laconia to become involved in this conversation. She will keep everybody informed.

There is a new Water Division Director, Tom O'Donovan, who may be at future meetings.

The April 15<sup>th</sup> deadline for most of the WRBP co-permittees is quickly approaching.

The meeting was adjourned at 10:40 am. The next meeting will be held at the Corner Meeting House in Belmont on Thursday, April 18, 2019, at 10:00 am. The minutes were prepared by Pro-Temp Staffing.