

**Summary Report to the WRBP Advisory Board
November 2019**

| 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 laser flow meters were not definitively more accurate or precise than the installed meters. |

| 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. | Data gathering and work order utilization is on-going. Assets, conditions, tasks, and work orders are being input. An intern is assisting with collection system assets and GIS input. |
| WRBP Infrastructure Ownership/Responsibilities | Belmont, Northfield, DAS, Gilford and Tilton Executed MOAs with DES. MOAs for Bay District, Sanbornton, Meredith, Franklin and Laconia are under review and negotiations will continue. | 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. |
| 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. The AG's office documented DES' and DOT's cooperation with the Advisory Board to perform due diligence. | 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 in 2018 and \$50K in 2019. | The Governance group engaged 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 at DES on 9/28/18 was discussed at the November 2018 meeting. A draft WRBC District Cooperative Agreement table of contents and draft legislation was discussed at the 9/11/19 meeting and are under review by the AG's office. |

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| Rate Assessment Formula | DES' preliminary analysis of the relative contribution of flow, strength and capacity (shared) costs on 5/5/2016. The Advisory Board resolved to have a draft formula by 1/1/2019; workgroup met on 7/25/18 and 8/16/18. Draft Phase I reports were provided to the workgroup and W-P revised the report based on comments. <i>W-P to present Phase I information at the December 2019 meeting.</i> | 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. A Flow Metering Rate Allocation study task order was finalized on 1/22/19 for the four southern members where current measured flow data is not accurate enough for billing. | DES presented preliminary flow and capacity findings from the 3 rd party flow metering evaluations in March 2017. DES presented WRBP Franklin WWTP Capacity Status in July 2017. Consultant is gathering GIS and connection data from the southern 4 communities as part of the study. |
| Replacement Fund | Replacement fund valuation reset to include pipelines pending in FY20. <i>The pipeline lining repair funded from the replacement fund was completed.</i> | Legislation to modify the Replacement Fund statute was proposed by Gilford at the meeting in July. | The Replacement Fund is being used by Laconia and Gilford to fund the forcemain emergency response and pipe lining repairs at Pendleton Beach in Laconia. |
| 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. Laconia DPW met with WRBP on 3/28/18. | Current priorities are dental offices, food service establishments and facilities with regulated waste disposal. | Changes in use or expansions may trigger permitting or permit modifications. Any facilities suspected of using or discharging PFC containing materials are being prioritized for permitting and inspections. |

Changes from previous report are shown in bold italics.

Dates to Remember:

1. The next Advisory Board meeting will be held on ~~Monday December 16, 2019~~ ^{Thursday the 19th} in Belmont at 10am.

Prepared by:


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Reviewed and in concurrence:


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Respectfully submitted on: 12/9/19