

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

<b>Project Name</b>	<b>Status &amp; Schedule</b>	<b>Budget</b>	<b>Other info</b>
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.

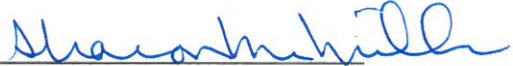
<b>Program Initiatives</b>	<b>Status &amp; Schedule</b>	<b>Budget</b>	<b>Other info</b>
Asset Management/ Collection System Evaluations initiative	The WRBP purchased software & implementation support for \$105,100. The Keene site visit on 1/17/18 provided lessons learned.	\$125K budget for W-P the combined 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 O&M 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.

Program Initiatives	Schedule	Status	Other info
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 presented 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. <i>The 4 southern member communities are working with WRBP staff to compile the requested information to complete the proposed hybrid rate assessment.</i>	DES presented preliminary flow and capacity findings from the 3 <sup>rd</sup> 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. <i>Members chose not to engage W-P in data collection for the hybrid analyses, but to use WRBP and member resources.</i>
Replacement Fund	Replacement fund valuation reset to include pipelines pending in FY20. The pipeline lining repair funded from the replacement fund was completed.	Legislation to modify the Replacement Fund statue 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 **Thursday January 16, 2020** in Belmont at 10am.

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Respectfully submitted on: 1/13/20