

WINNIPESAUKEE RIVER BASIN PROGRAM

ADVISORY BOARD MEETING MINUTES

October 15, 2020 – Conducted Electronically

Members Present: The meeting was called to order by Wes Anderson (Laconia), chair, at 10:05 am. Sharon McMillin (NHDES), Rene Pelletier (NHDES), Johanna Ames (Tilton), Glen Brown (Northfield), Meghan Theriault (Gilford), Ray Korber (Bay District), Trish Stafford (Sanbornton), and Phil Warren (Meredith) were present at that time.

Wes announced that due to the ongoing COVID-19 crisis and in accordance with Governor Sununu's Emergency Order No. 12 and Executive Order 2020-04, that the meeting would be conducted electronically, and was being hosted via Laconia's Zoom Video Communications account.

Minutes: Glen moved, seconded by Phil, to approve the September 17, 2020, meeting minutes as written. A roll call vote was taken, with Tilton abstaining, and the motion carried.

Monthly Summary Report: Sharon distributed the *Monthly Summary Report* for September 2020 by email prior to the meeting.

- Energy Efficiency Upgrades – A task order for engineering support was executed.
- WRBP Infrastructure O&M Responsibilities – Memoranda of Agreement – No updates.
- Replacement Fund – No updates.
- Asset Management (AM)/Collection System Evaluations Incentive – An AM presentation to the Advisory Board will be rescheduled for the November meeting.
- Governance Work Plan – No updates.
- Rate Assessment Formula – Additional information from the four southern community members is being evaluated by Franklin's and Belmont's consultant. Discussed below.

Citizens Comments for Agenda Items: Wes asked if there were any guests from the member communities participating on the Zoom call and if they had any questions, comments, or concerns regarding the agenda items. As there were no guests participating, he moved on to the next agenda item.

Governance Guidelines, MOA, & By-laws: Wes announced that there are no updates at this time as the member communities needed more time to evaluate the proposal regarding whether the WRBP should transition to a separate state agency.

Rate Assessment Formula Update: Wes announced that Jeanne had relayed information to him that Belmont expected their consultant (Underwood) to have completed collecting data by October 7th when a temporary flow meter collecting I/I data was removed. After that, Underwood would need to analyze the data. Presumably, Franklin would follow the same course so far as data collection and analysis were concerned.

Authority Workgroup Update: Wes asked the members to refer to the handouts that were distributed by email prior to the meeting, specifically to Item 6. The first page of Item 6 listed the member communities that already supported the concept of a transition to a separate state agency. Laconia just voted yes. Franklin, Northfield, and Tilton have not yet reached a decision. Ray noted that Franklin

and Northfield were in the process of planning special meetings to discuss the matter. Johanna noted that Tilton had taken the info under advisement with no vote but planned to discuss the matter in the upcoming week. Glen indicated that he and the other two Commissioners could be available via a conference call.

Wes noted that the current status of the escrow account began on page 2 of Item 6. The balance of \$86K reflected work done through July, and the invoice for work done in August-October should be presented next week. The effort still had sufficient funds in the escrow account. According to the attorney's estimates, the effort should be able to be completed with the funds available.

Replacement Fund: Wes announced that a new LSR may need to be submitted to the state legislature for consideration depending on the decision reached by the member communities regarding whether the WRBP should transition to a separate state agency. The members had previously agreed to combine the legislative request for the replacement fund changes with that for the separate authority or agency but might need to move forward separately with that legislation if members could not agree on the agency concept.

Election of Advisory Board Officers: Wes is the current president and Brian is the current vice president.

An election is mandated annually per the Advisory Board's governance by-laws. Wes volunteered that he was willing to remain the president. Brian may be willing to remain the vice president but was absent from the meeting.

Phil moved, seconded by Ray, to appoint Wes as chair for the subsequent year. Wes asked if there were any other nominations. There were none and a roll-call vote was taken. The motion carried.

Glen nominated Brian to remain as vice chairman; seconded by Ray. Trish nominated Phil as vice president. No one seconded the nomination. Glen moved, seconded by Ray, to appoint Brian as vice president for the subsequent year. There were no other nominations, and a roll call vote was taken. The motion carried.

Other Business: The meeting adjourned at 10:25 am. The next meeting will be held on Thursday, November 19, 2020 at 10:00 am via Laconia's Zoom Video Communications account. The minutes were prepared by Pro-Temp Staffing.