

WINNIPESAUKEE RIVER BASIN PROGRAM

ADVISORY BOARD MEETING MINUTES

June 2, 2021

Members Present: The meeting was called to order by Wes Anderson (Laconia), chair, at 10:12 am. Sharon McMillin (DES), Rene Pelletier (DES), Johanna Ames (Tilton), Jeanne Beaudin (Belmont), Trish Stafford (Sanbornton), Brian Sullivan (Franklin), and Meghan Theriault (Gilford) were present at that time.

Guests: Cole Melendy from Underwood was also present.

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: Jeanne moved, seconded by Brian, to approve the April 15, 2021 meeting minutes as written. A roll call vote was taken and the motion carried.

Citizens Comments for Agenda Items: Wes asked if there were any guests from the member communities 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.

Monthly Summary Report: Sharon distributed the *Monthly Summary Report* for April 2021 by email prior to the meeting.

- Energy Efficiency Upgrades – No updates at this time.
- Solids Handling Process Upgrades – The project has been forecast in the WRBP CIP since FY18. Phase I is expected to include new primary digester mixers, gas management and heating systems, and an activated sludge thickening system. Phased projects are included in the Solids Handling Master Plan developed for the Franklin WWTP. Priority projects were identified for completion in the alternative analyses (10 percent design) to move forward to a 30 percent design. See discussion below.
- Asset Management (AM)/Collection System Evaluations Incentive – No updates at this time.
- WRBP Infrastructure O&M Responsibilities – No updates at this time.
- Replacement Fund – Changes to the replacement fund reimbursement methodology to reflect a preference for 50 percent reimbursement by all members based on the current percent allocation and 50 percent collected from only those members using the fund for expenses. Legislation to propose this change in the reimbursement formula is expected in the next session in late 2021.
- Governance Work Plan – The AB voted to discontinue exploring alternative governance at the 3/18/21 meeting so this item will be removed from future monthly reports.
- Rate Assessment Formula – see discussion below.

The proposed mixers are linear motion installed on the existing covers. The covers have been inspected by the original manufacturer and deemed to have a life expectancy of another 20 years, and the long life expectancy has been attributed to maintenance by WRBP staff along with preventative sandblasting and painting. The gas management and heater system rose to the level of an operational and safety issue

because the methane gas has been eating away at the iron piping, and causing leaks, which was a concern because of the explosive nature of the gas. No. 2 heating oil (diesel) was being used in lieu of the biogas until the system was repaired, and was expensive in comparison to the free biogas. The activated sludge thickening system will augment the existing thickening by sending a more consistent material to the centrifuges.

The solids handling process upgrade project has been on the DES' SRF program priorities waitlist, and was now eligible to apply for and receive a low-interest rate loan and 10 percent principal forgiveness. The WRBP staff was currently completing the application. The project may also be able to obtain additional funding through the federal Clean Water and Drinking Water SRF programs.

Wes asked if the AB's first look would be at the 30 percent design for concept and costs. Sharon affirmed that this would be the case, and noted that the WRBP staff was working with B&C to develop the task order to advance the project to the 30 percent design along with alternative analyses for heating the building. The 30 percent design would be the best to look at for bench-marking purposes.

Wes asked if with regard to the federal SRF programs, whether the government was still negotiating at the higher level. Rene explained that no one was sure and that more information will become available, hopefully within ten days. Sharon noted that the WRBP had submitted ten projects (from the CIP budget) and that hopefully some would receive funding.

Rate Assessment Formula Update: Wes asked everyone to refer to PDFs entitled *Discussion on the Draft Rate Allocation Model Based on Belmont's and Franklin's Consultants Concepts and Talking Points – WRBP Rate Assessment Formula Engineering Technical Assistance WRBP Advisory Board Meeting 5/20/2021* that had been distributed by email prior to the meeting.

Cole was present and explained that at the April meeting some suggestions were made and that this was the latest version of the model, although Sharon forwarded a number of comments on May 19.th He planned to clarify some of the uncertainties raised in her comments. They will not have a significant impact on the table in the model. The quorum of the AB agreed to the logic behind the rate allocation model as presented.

Meghan wanted to know what to tell the governing board in her member community with regard to an increase, and asked how much it might be. Wes asked if she agreed with the logic and she affirmed that she did. Wes asked members to meet with the governing boards in their member communities and to determine their position on the model, for a final vote no later than the July meeting. Wes screen-shared a table with simulated billing information. He offered to distribute it after the meeting. The AB thanked Cole for his time after which Cole signed off of the Zoom call.

Timeline for the CIP Update: Sharon announced that the 10-year and 20-year horizon planning tables were completed; however, that they were completed before the federal SRF money was considered – for that reason, the estimated costs may change. Wes thanked Sharon and announced that he would put together a CIP Sub-Committee meeting schedule, with the first meeting scheduled (prospectively) at the end of June.

Governance Guidelines, MOA, and By-Laws Update: Wes announced that there were no updates.

Review of the Escrow Account: Wes announced that there have been no changes.

Replacement Fund: Wes announced that the legislation will be discussed at the next meeting.

Other Business: The meeting adjourned at 10:45 am. The next meeting will be held on Thursday, June 17, 2021 at 10:00 am at Belmont Mill (4th floor) which is located at 14 Mill Street in Belmont. The minutes were prepared by Pro-Temp Staffing.