

WINNIPESAUKEE RIVER BASIN PROGRAM

ADVISORY BOARD MEETING MINUTES

September 15, 2021

Members Present: The meeting was called to order by Wes Anderson (Laconia), chair, at 10:05 am. Sharon McMillin (DES), Rene Pelletier (DES), Johanna Ames (Tilton), Jeanne Beaudin (Belmont), Glen Brown (Northfield), Justin Hanscom (Franklin), Trish Stafford (Sanbornton), Meghan Theriault (Gilford), and Phil Warren (Meredith) were present at that time either in person or via Zoom. Ron White (DAS) and Ray Korber (Bay District) arrived at 10:13 am. A quorum was present in person.

Minutes: Ray moved, seconded by Jeanne, to approve the August 19, 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, he moved on to the next agenda item.

Monthly Summary Report: Sharon distributed the *Monthly Summary Report* for August 2021, which was distributed by email prior to the meeting.

- Energy Efficiency Upgrades – There are no updates at this time.
- Solids Handling Process Upgrades – Alternative analyses are underway for sludge thickening with site visits being scheduled. A survey of the areas affected by the proposed upgrades will be performed in mid-September.
- WRBP Infrastructure O&M Responsibilities – Belmont, Northfield, DAS, Gilford, Tilton, and Franklin have now executed MOAs. MOAs for Bay District, Sanbornton, Meredith, and Laconia were resent in February 2020 and are under review by these member communities.
- Replacement Fund – Draft legislation was reviewed by the AG’s office, and the Advisory Board will continue discussing LSR sponsorship for the NH Legislature today.
- Rate Assessment Formula – A recommended implementation plan was drafted and was discussed at the August 2021 meeting. It will be voted on today.
- WRBP CIP Update – An updated CIP will be discussed by the CIP Subcommittee after the October Advisory Board meeting.

Sharon announced that Darrel Dietlein was internally promoted to lead the Laconia Shop’s maintenance and electrical/electronic sections and a new accountant in Concord is working with the WRBP.

There was a brief discussion regarding a force main leak in Belmont that occurred last Friday. WRBP staff and subcontractors deployed immediately to carry out emergency response actions. Costs will be covered by the Replacement Fund and split 97% percent to Belmont and 3% split to Northfield. WRBP staff is still collecting invoices so final amounts are not known.

Wes asked if the force main was repaired or replaced. Sharon indicated that it was repaired with a band clamp and that there are currently no plans to replace or line this force main. Wes asked if there was any way to determine whether a replacement or lining was appropriate. Sharon explained that the ductile iron forcemain had corroded from the outside (similar to other such pipeline leaks) so internal inspection would

not be definitive. Current technology cannot provide a cost-effective inspection of thickness or condition of such forcemains. The WRBP is using its Asset Management risk analyses to forecast where future replacement or rehabilitation projects should occur.

Governance Guidelines, MOA, and By-Laws Update: There were no updates outside of Sharon's announcement above.

Rate Assessment Formula Update: Phil moved, seconded by Jeanne, to approve the recommended implementation plan for the new rate allocation assessment model for O&M costs, including the schedules for future reviews. A roll call was taken and the motion carried. Wes will distribute the final version after the meeting.

Trish asked if Underwood will be creating a plug-and-play worksheet for data entry, as previously discussed. Wes affirmed that he would reach out to Underwood, now that the vote has been taken. Jeanne asked who would receive the bill. Wes affirmed that the bill will come to him, and that he will use the escrow account to cover the cost.

Review of the Escrow Account: Wes announced that there has been only a minor change.

Replacement Fund: Wes announced that the LSR will be prepared and submitted by legislative supporters from the member communities after they have been identified.

Nomination of Officers: A roll call vote was taken for Wes as chair and Ray as vice chair. The motion carried. The new CIP Sub-Committee members will be from Laconia, Bay District, Gilford, and Franklin.

Other Business: The meeting adjourned at 10:35 am. The next Advisory Board meeting will be held on Thursday, October 21, 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.