

Board of Commissioners

Minutes

August 4, 2021

The Commission meeting convened at 10:00 AM in person — at the North Conway Water Precinct 104 Sawmill Lane North Conway, NH. The following were present: Commissioner John Santuccio, Commissioner Suzanne Nelson, Commissioner Robert Porter, Superintendent Jason Gagnon and Recording Secretary Hannah Andersen.

Call the Meeting to Order

Meeting called to order by Commissioner Santuccio at 10:00AM.

Minutes

Motion of Commissioner Nelson and seconded by Commissioner Porter to accept the Public Meeting Minutes from July 21, 2021.

Motion carried by 3-0-0 voice vote.

New Business

(Superintendent's Report)

ARPA (COVID Relief Funding) Update

I have no updates on ARPA funding potential from the Town, other than Tom Holmes telling me they haven't decided how to use the funds yet.

Well 2R Project

The foundation is in and backfilled, and electricians are completing the sub-slab electrical conduit. Plumbers should be here this week for sub-slab plumbing. LA Drew has finished the water main around the building, and AJ Coleman has finished the water main to the well itself. Our crew worked with Androscoggin Electric and AJ Coleman to get the electrical conduit in from the building to the well – I want to give a very big thanks to AJ Coleman for donating their time to dig and backfill the trench for the electrical conduit. Androscoggin Electric will be pulling the wire from the well to the building on Thursday of this week. Right now it looks like the concrete floors in the building should be placed in the middle of next week. Things are coming along nicely, on schedule and with good quality. We are anticipating SD Szetela on site the third week of August to begin working on the walls with the goal of wrapping up the majority of the masonry work by Labor Day.

Water Rules & Regulations Update

The Precinct's Water Rules & Regulations were last updated in 2008. They were quite a bit different than our current Sewer Rules & Regs, both in format and in content. Over the past 9 months or so I've been chipping away at a proposed update for the Water Rules & Regs to make them consistent with our Sewer Rules & Regs and address some areas that were either lacking or not present at all. One of the biggest challenges was just creating the document so that we had an easy to edit/update electronic format that would give us the flexibility to efficiently update it as needed in the future.

In updating the document, I took the time to review water regulations from other utilities in addition to addressing specific issues that had come up in the Precinct. I'm hopeful that these

updated Rules & Regs provide a clear understanding of expectations and responsibilities for customers, just as our Sewer Rules & Regs do.

Before any update to Rules & Regs can be approved, the Precinct needs to hold a public hearing specifically for review of the proposed changes/updates. My hope is that today we can go through any concerns you might have with the proposed changes so that we can work together to create a final document ready to bring to a public hearing at a future meeting.

Abatements

Account # 2647 – Sewer Abatement for \$260.00. Recommended for approval.

Motion of Commissioner Nelson and seconded by Commissioner Porter to approve the sewer abatement for account 2687 in the amount of \$260.

Motion carried by a 3-0-0 voice vote.

Motion of Commissioner Nelson and seconded by Commissioner Porter to approve the sewer abatement for account 1125 in the amount of \$967.82.

Motion carried by a 3-0-0 voice vote.

SRF DRAFT PPL

We had submitted three projects for the Clean Water (Wastewater) SRF program.

- Our proposed aeration upgrade project for the east carousel ranked #33 out of 153 projects and stands a reasonable likelihood of receiving funding in the coming years. After speaking with NHDES staff about this project, they highly recommend investing in preliminary design for the project now. When the project does receive funding, any preliminary design costs are eligible for inclusion in the total project cost meaning we would receive grant funds back based on the total grant awarded for the project.

This project is not an immediate need. It is, however, a known longer-term need that we should strongly consider investing in now while federal money may be available. As part of the preliminary design, we would do a full sampling/modeling study of our treatment system. We think that there is additional treatment capacity available in each carousel if we can separate mixing and aeration and optimize the way treatment happens. If we're right, that could reap huge operational rewards by allowing us to postpone having to bring both carousels online at the same time. We've historically only run one – but in 2019 we were starting to bump up against the capacity of a single carousel for a small portion of the year. Anything we can do to push off our need to bring both carousels online could result in real savings for the Precinct.

We are meeting with our engineers to discuss this project in much greater detail in a couple of weeks and I hope to have preliminary design cost estimates soon thereafter.

- Our Septage Grit Removal project ranked #93 out of 153 projects. It is possible that this project could also receive funding of some sort, but it's much less likely. Unfortunately, this is the project we really need done right now. Our dewatering/septage receiving upgrades were a huge success – we are already over 2.5 million gallons received through the end of July (compared to a total of 1.7 million for the full year before the upgrade). But that additional

septage revenue comes with some additional issues – specifically the amount of grit we now have to deal with. I was out in the septage holding tank yesterday and the grit is already accumulated above the level of the aeration diffusers. Cleaning the grit out of this tank involved draining the tank fully, hiring a vacuum truck, and physically getting down in the tank to shovel and fire hose the grit so it can be sucked out by the vacuum truck. It takes a crew of 3-4 people 2-3 days to do this and we are finding we need to do it twice a year. That is a significant expense and safety hazard for our crew.

I would like to go ahead with design on this project so that it is truly shovel ready in the event federal money shows up. I am currently working with our engineers to provide a design proposal. Once I have that cost, I will bring it back to you for further discussion.

- Our proposal for the Eastman Road / East Conway Road sewer extension ranked #145 out of 153. We expected this going in – sewer collection projects typically don't rank well in SRF scoring. If this project is going to move forward, the Town of Conway will need to fully support it. Until that point, this project will stay at the back of the line.

On the Drinking Water SRF side, we had submitted 2 projects.

- Our Distribution System Improvements project ranked #74 out of 191. It is uncertain what chances it has for being funded in this round of projects, but like the CWSRF projects above, it makes sense to have the preliminary design done so that our shovel-readiness moves us that much closer to the front of the line. In addition, a portion of this work would involve installing a second piping connection between our north and south pressure zones across private property. I've been speaking with the property owners and it seems that both owners may be amenable to granting easements for the project at this time.
- The Eastman Road / East Conway Road water expansion came in dead last - #191 of 191 projects – and was the only project not to receive a single point in the scoring rubric. Again, we anticipated that this project would not score well in SRF. Funding for a project like this would most likely come from some form of Rural Development / USEDA / Drinking Water Groundwater Trust Fund partnership. From the Precinct's perspective, this project is dead until the Town of Conway pledges its full support.

Historically, the Precinct has positioned itself well to take advantage of federal monies by being more shovel-ready than other applicants. Over the coming weeks I will be gathering design costs and looking at our available capital reserve funds. Once I have all the information I need, I will come back with recommendations for how to move forward from here.

Chem Storage Redesign

I mentioned in a previous report that solid Sodium Hydroxide is still not available. We use the Sodium Hydroxide to adjust the pH of our drinking water to make it less corrosive to pipes. While we have a contingency plan to use liquid Sodium Hydroxide from totes in the short term to address the issue, the reality is that we don't know when solid product will be available again. We do have the ability to adapt the Well 3/6 control building to store bulk liquid Sodium Hydroxide – in fact, this is what every other drinking water utility in the state uses. I am meeting with our engineers this afternoon at the Well 3/6 control building to look at exactly what it would take to convert to liquid storage. I think it makes sense to design this change now for two reasons: 1) We

still don't know when/if we'll be able to get solid product again; and 2) Bulk liquid is much safer for our employees since it comes pre-mixed and our employees aren't exposed to the risk of mixing it in-house. Once I have an estimate of the design costs for the conversion I will bring that back to you with a recommendation.

Village at Kearsarge Sewer

I have met with HEB Engineers about the potential for sewer for the remainder of the Village at Kearsarge. They will be providing me with an estimate for a preliminary design that will look at different options and compare costs for alternatives. I hope to have that cost estimate for that design work by next meeting.

Signing of Checks

Motion of Commissioner Nelson and seconded by Commissioner Porter to ratify checks signed out of session:

- a. Payroll Checks dated 8/5/2021
- b. Accounts Payable Checks dated 8/5/2021
- c. August Merit Checks dated 8/4/2021
- d. Callfire Payroll Checks dated 8/3/2021

Motion carried by voice vote 3-0-0.

Adjourn

Having nothing further to come before this public meeting, Motion of Commissioner Nelson and seconded by Commissioner Porter to adjourn this public meeting at 10:34 AM.

Motion carried by voice vote 3-0-0.

Respectfully,



Hannah Andersen
Recording Secretary