

Waterville Estates Village District  
Water and Roads Advisory Committee  
Minutes of May 5, 2023

Ms. Bennett in the absence of Chairman Panuczak called the meeting to order at 9:00 am. The meeting was held in the Summit Lounge of the Community Center, 562 Winterbrook Rd. Campton NH 03223.

Members Present: Ms. Bennett, Mr. Bujalski, Mr. Monroe, Mr. Patti and Mr. Panuczak (Zoom).

Others Present: Nick Sceggell, Ron Beard, Allison Smith, Steve Baert

Motion by Bujalski, seconded by Patti to approve the agenda as presented. Ayes: Bennett, Bujalski, Patti. Nays: Monroe, adding Meter Discussion under Article 10. Panuczak joined by zoom at this time.

Motion to approve the Minutes of March 24, 2023 by Bennett, seconded Bujalski. A discussion occurred related to a request by Mr. Monroe to amend the minutes to expand his comments made related to water pipe upgrades at the March meeting. Motion for approval was tabled. The amended minutes will be presented at the June meeting.

Item 1: Strategic Plan Update.

A letter was presented from the NH DES which denied WEVD's request for a Strategic Planning Grant. The request was denied due to the fact that WEVD did not meet the full time residency requirement policy to be considered for this grant award. The letter is dated May 4, 2023. We will be considered for SRF loans but most likely not for the grant principal forgiveness.

Mr. Sceggell presented a draft Strategic Planning Document. It includes the following areas of consideration:

Level of Service

Defines Long Term Performance Goals

Defines Data Found in the Asset Management Plan and references Life Expectancy of those Assets.

Operational Performance  
Effective Resource Management  
Annual Budget and Rates  
Capital Improvement Plan  
Routine Water Main Replacement  
PRV Replacement and Maintenance

Mr. Sceggell discussed the need to update the Water Model with the additional information that has been investigated by Mr. Baert. This information will assist in determining if the storage at Pegwood can remove the needs for the Reservoir Pump Station. There is an active 4 inch line, and an inactive 2 inch line which feeds Pegwood. The model need to be updated to the 4 inch line/ 6 inch line and project what that will allow us to consider in relationship to pressures. Goal was to take advantage of storage at Pegwood and evaluate the impact on Reservoir /Sunset. It was previously thought that this line should be a 6 inch line.

The model remains with many unknowns as the information WEVD has about the system is schematically lacking. This effects the ability of the model to accurately predict what is happening.

Ms. Bennett requested the committee members review the document for the next meeting. Members need to be prepared for discussion. Ms. Bennett noted that she recognizes that the information held in the WEVD records was lacking and not complete; but we need to update and improve the model as new information clarifies the accuracy of the previous records. In addition, Mr. Patti stated redundancy is an important consideration. Mr. Sceggell agrees. PRV's are concerning as he has noted in the model he's has 24 noted, some of which WEVD has not put eyes on in a long time. A PRV lasts 25 years. A one PRV replacement program per year should be put into place. Mr. Baert noted he has found two additional PRV's in the last week that are not on the map. He will work with Mr. Sceggell to update the information in the model.

Mr. Patti brought up the need for redundancy in the system. Mr .Sceggell agrees. The Interconnect at Donovan Farm may be a redundant line build opportunity. If we assume that pipe has a hundred year life span then, WEVD should be looking at replacing 1000 to 1500 feet of pipe each year. Prioritizing is a challenge, as we do not have historical information as to age of any pipe in the system.

Ms. Bennett asked management to let the Committee know if there is any capacity in the current budget for WEVD to proceed with the Strategic Plan grant components which were denied. Mr. Beard indicated he will get that information to the Committee.

#### Item 2: Staff Update:

Ms. Smith launched the new billing software. The current billing is completed. The Web Portal is slightly delayed due to switch in the IT contract. It is hoped to be up in a week. Ms. Smith is finishing up the paperwork for the bond approved at the annual meeting. She is waiting for the minutes to be approved so they can be forwarded with the application.

Mr. Baert indicated they are marking valves. As of yesterday they have marked 300 valves and PRVs. The Department is progressing everyday maintaining and finding more infrastructure. The Water Department has received news. The WEVD grant request for 22 miles of pipe leak survey has been approved and awarded. This is the second leak grant WEVD has received. This survey will complete the remaining 22 miles of pipe not previously evaluated for leaks. This grant was awarded to the WEVD by the NH DES.

This survey may also be able to help identify active vs. non-active lines through their listening device.

Mr. Beard report related to the denial letter on the Strategic Plan Grant. Mr. Patti and Ms. Bennett indicated that we should pursue this issue as we are a licensed public water system. There is an understanding that private systems would not qualify for public moneys. It was asked to find if there is an RSA that supports this Policy.

Additional discussion was related to defining part time usage vs full time usage. It was felt this is a discriminatory policy decision. As example short term rentals use more water than most full time residents. The committee would like to continue to promote the WEVD on this issue.

#### Item 3: Annual Meeting Warrant Article Discussion

Article #2: Passed. This article was for the Pegwood Bonding. As previously stated by Ms. Smith, this paperwork submittal is in process.

Article # 10: This advisory article failed. Mr. Panuczak feels that language in the ordinance related to meters should be removed. This would be his recommendation.

Ms. Bennett asked can the software support individual meter function information for the residents? Answer: The software does track the usage of an individual meter. It is limited. There is no private interface to the software for an individual user to track their usage. Individuals would have to make requests to the Water Department for available information on their meter data. WEVD will continue to bill based upon the current bedroom plus one, on a bi-annual billing cycle, and not upon a periodic per gallon meter reading. The homeowner would have no meter reading to compare actual gallons of water used from billing cycle to billing cycle. The ability to self monitor does not exist in the current scenario.

Ms. Smith spoke to the Badger system being limited on identifying changes of pattern usage of water. Her experience with owners is with primary billing rate complaints coming from part time owners who do not want to pay \$1000.00 as example for water when they are not using their property frequently. She explains to them that there is no per gallon rate and it would take a large majority of owners to have installations over a suggested two year period of time to determine that rate structure accurately. A bigger problem is self installations, the lack of experienced plumbers familiar with meter installation are installing the meters incorrectly. The water department requires an inspection prior to turning on the water to the meter. No one listens, as a result huge problems have resulted in damages to residences. In Ms. Smith's opinion it should be an all or nothing solution. In an "all in" scenario WEVD would provide the meter and have it installed properly. Private installation has been a nightmare.

Mr. Monroe suggests that the district provide a list of qualified licensed plumber. Ms. Smith noted that the District has liability for giving out a recommended list. She has provided a list of "googled plumbers" with a

disclaimer that this is NOT an endorsed or recommended list. A homeowner must do their own due diligence.

Mr. Sceggell suggested it might be possible to go to Stiles Company, purchase a meter and buy the software directly.

Mr. Panuczak returned the conversation to the fact the current ordinance requires a mandatory meter in new builds and related sections. We need to modify numerous sections. We need also to resolve if those who have installed a meter get reimbursed for their purchase.

Mr .Monroe spoke to the meeting minutes amendment clarification. As an “alternative to install meters, in common construction the owner of the house is responsible for the piping of the house; up and to the meter. When communities are required to have meters the home owner provides the piping, the community provides the meter of its choice. The District is responsible for the spacing or tail pipe from the meter to the connection cost wise. The homeowners pay for piping, District pays for meter.”

Mr. Monroe, offers this suggestion as an alternative to removing meters from the ordinance completely.

Ms. Smith has talked with Stiles and they are willing to take back the meters we have purchased at full purchase price.

Mr. Bujalski is confused what the advisory Warrant 10 Article means.

Ms. Smith read the advisory article to the Committee. The vote clearly shows the community doesn't want the WEVD even to look into this issue and spend the money to get the answers to even look into meters. It doesn't mean that this is a permanent solution. But currently, we need to deal with the current reality.

Mr. Patti suggests that each member read the ordinance and be prepared to discuss at the next meeting.

Ms. Bennett left at 10:10 am

Item 4: Set Date for Discussion of a 20 year Road Paving Plan

Mr. Baert will sit down with Mr. Beard to get something in writing. The GM will send it to Ms. Bennett to forward to the Committee members. Mr Monroe asked for clarification on “which roads” would be in the document. Mr. Panuczak indicated the plan is for district roads. He spoke to the need for Commissioners to attend Town meetings to push maintenance and improvements on the town roads located in the District.

Item 5: Other

Mr. Bujalski brought up the Energy Audit Grant Award. He summarized the process for Mr. Beard and the timeline. It was to be done last summer. He asked Mr. Beard to follow up on this grant award.

Site visit to the Water Facilities? Has it been scheduled? It must be posted as an official meeting if a majority of committee members attend. Mr. Panuczak will work to get this scheduled.

Set Next Meeting Date: June 23,2023 at 9:00 AM

Adjournment: Motion by Bujalski, seconded by Panuczak to adjourn at 10:36 AM.

Motion carried.

Submitted by Recording Secretary: Ms. Bennett

Approved: June 23, 2023

Signed:\_\_\_\_\_

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