

Franconia Water Department Meeting

Thursday July 8, 2021

Town Hall 5pm

In Attendance: Water Commissioners Kevin Johnson & Jeff Bartlett, Water Commissioner Ted Cammann via cellular phone , Rachel Pluchino, Water Department Office Administrator, Peter Hilton, LRW Operator, Ryan Johnson, Stiles Co.

Kevin **motions** to open the meeting at 5:03pm. Jeff seconds and the meeting begins.

Approval of Past Meeting Minutes:

Motion to accept the minutes of the June 10th 2021 meeting was made by Kevin, seconded by Jeff, and approved unanimously.

Approval of YTD Financial:

Payroll will not be added to the Water Department financials on a weekly basis. The Town bills for payroll every quarter and it is not paid directly from Water Department funds.

Motion to accept the YTD Financials was made by Jeff, seconded by Ted and approved unanimously.

Pete Update:

Mittersill project will begin within the last 2 weeks of July. Heavy leak found on around 144 Coal Hill Road. Leak was source of high amount of water loss; it has been repaired by Pete and LRW. Pete will be looking into a dehumidifier for Franconia pump house as it has been wet inside where equipment is located.

Rachel Update:

- **Asset Management Plan:** Rachel will be continuing the work on a new/updated Asset Management plan for the water dept.
- **WGSB:** Once Rachel is added to bank account, FWD will be applying for a credit card through WGSB for administrative purposes.
- **Governance:** Spoke with Naomi Butterfield regarding Mittersill merger. The additional 6% can be closed by vote of Commissioning board.

Ryan Johnson, Stiles Co:

Endpoint upgrades will be scheduled by Rachel once the contract is set up and signed. The fee for each endpoint/install will be \$80 per site. FWD will pay 50% up front with remaining balance due upon completion.

Motion to begin endpoint upgrade made by Kevin, seconded by Jeff and approved unanimously.

Update on NBRC grant application:

Estimated approval notification is August 2021. No further action required at this time. Rachel will provide update at August meeting.

Decommissioning of Fire Hydrants:

Discussion of proceeding with decommissioning of fire hydrants moved to August meeting.

Access to Wells in Mittersill:

Highway department has cleared path to well by Fire House. Mittersill access road to wells by pump station will be completed by Presby. Once Mittersill Project is complete planning will begin. Discussion will be continued at August meeting.

Garnet Hill/Main Street Project:

There will be further discussion at August meeting regarding strategic planning of situation.

Gale Well Pit Flooding:

Discussion will be continued at August meeting.

Mittersill Well "6":

Discussion will continue at August meeting as it is still being worked on.

Main Street Valve Installation:

Discussion will be continued at August meeting. Reference: Garnet Hill

Motion made by Kevin to adjourn the meeting at 6:00pm and seconded by Jeff. Decided on unanimously to end meeting.