

**Franconia Water Department Meeting**  
**Thursday September 9, 2021**  
**Town Hall 5pm**

**In Attendance:** Water Commissioners Kevin Johnson, Jeff Bartlett and Water Commissioner Ted Cammann via cell phone. Water Department Office Administrator, Rachel Pluchino and LRW Operator, Pete Hilton.  
Kevin **motions** to open the meeting at 5:04pm. Jeff seconds and the meeting begins.

**Approval of Past Meeting Minutes:**

**Motion** to accept the minutes of the September 9<sup>th</sup> 2021 meeting was made by Kevin, seconded by Jeff, and approved unanimously.

**Approval of YTD Financial:**

Discussion regarding categorization of parts, labor and any costs specific to current Mittersill project. **\$74,003.00** will be moved from current categories to Capital Improvement for Mittersill. Including but not limited to Champagne Solutions, Bethlehem Earth Materials, Core and Main and LRW labor (non contractual).

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

**Kim Cowles:**

Warming Hut and surrounding water main replacement. Deadline to place bid for warming hut construction is Friday September 10, 2021. LRW did not place bid on construction of warming hut. LRW has an issue with Highway Department digging the trenches. LRW policy is that they cannot go into excavated areas that they have not done. LRW price per foot quote included install and set-up but does not include excavation. It may be possible for the Town to dig up until the water line and then LRW will take over the excavation and installation of actual watermain. The town could also use a plumber to connect the water to warming hut but limited to services provided in residential setting. Town can begin demolition and construction; Water department will not be involved until it is time to replace watermain. Discussion to continue at future meeting once bid has been accepted for construction of warming hut. Pete will provide updated quote at future meeting. **Note:** there is a water meter in current building which may be able to transfer to new service connection. Water department does have PVC piping in stock for project.

**No approval or motion needed at this time.**

Kim spoke for Thad at Presby regarding dry hydrant that needs to be put in as part of the conditions regarding state ownership of previous Franconia Ski Club at 81 Mittersill Road. Fire Chief understands there is a delay in process as long as progress is being made. There have been some issues regarding crossing wetlands which has caused delay in overall process. Per Pete dry hydrant cannot really be utilized in this situation. There may be a fire suppression system and

25000 gallon storage tank. Our water system cannot support this type of system on its own. Dry hydrant must be in place prior to water service or access to a 25,000 gallon tank/sprinkler system. Do they have a plan for a fire suppression system? Is there a tank and where is it? If they have 25,000 gallon tank how will it be filled? Further discussion will continue at next meeting.

### **Pete Update:**

- **Mittersill Project** four services and all homes on Woodchuck Trail and Mittersill Road will be changed over. Tie in at intersection of Mittersill/Woodchuck needs to be finished. No paving in future per Scott at Highway Department. No property lines were crossed regarding roadways. All curb stops replaced, all within grass areas so there is no risk of them being paved over.
- **Deer Pass** Pete provided starting quote for partial materials regarding 2022 Deer Pass project. Any materials purchased prior to project will be stored by Franconia Water Department. **Motion** made by Kevin to purchase 1500' of piping at current cost. **Motion** seconded by Jeff and decided upon unanimously.

### **Rachel Update:**

- **Governance:** Voting took place for Amendment of Mittersill 6%. Motion made by Kevin to approve Amendment, 2<sup>nd</sup> by Jeff and approved unanimously.
- **3<sup>rd</sup> Trimester Billing:** Motion made by Kevin to accept 3<sup>rd</sup> Trimester billing warrant, 2<sup>nd</sup> by Jeff and approved unanimously.
- **Alarm system for VTscada** no further issues since update.
- **Badger Endpoint Upgrade:** Ryan will be working on quote for meter and installation. Original price quoted was \$60 per endpoint. There have been issues purchasing endpoints as availability is limited.
- **Governance:** Voting took place for Amendment of Mittersill 6%. Motion made by Kevin to approve Amendment, 2<sup>nd</sup> by Jeff and approved unanimously.
- **Final reads:** Final reading and new water customer connection fees and procedures discussed. No changes made at this time.
- **Asset Management Plan:** Asset Management plan continues as work in progress. Rachel will be looking into current and future grants available to aid in this process.
- **Mittersill/Franconia:** 5 meters in total are in need of calibration. Rachel will contact Stiles.
- **Windows 7 Upgrade:** Certified Computers will let us know when they can put us on the schedule. They are aware we are due for an update.
- **WGSB:** We should have approval by October meeting.

### **Update on NBRC grant application:**

We were not approved for the NBRC grant this year. We will be applying again next year.

### **Decommissioning of Fire Hydrants:**

Decommissioning of fire hydrants will be started after completion of Mittersill Project. Not a priority but will be done once Mittersill Project is complete.

**Access to Wells in Mittersill:**

Per Pete it appears gravel has been put down along access to Mittersill wells.

**Garnet Hill/Main Street Project:**

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

**Gale Well Pit Flooding:**

Pete is working on issue. We will continue discussion at September meeting.

**Mittersill Well "6":**

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

**Main Street Valve Installation:**

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

**Motion** made by Kevin to adjourn the meeting at 6:17pm and seconded by Jeff.  
Approved unanimously.