

Village District of Eastman
Commissioners' Meeting, May 2, 2014
Public Session, Final Minutes

In attendance: Commissioner Duncan Wood, Commissioner Bill Sullivan, Commissioner Robert Fairweather, District Manager Bill Weber, Office Manager Amy Lewis, Dave Mercier of Underwood Engineers, Joe Damour of Water Systems Operators and Mitch Locker of the New Hampshire Department of Environmental Services.

Commissioner Wood opened the meeting at 9:00AM.

Commissioner Wood provided a brief background of the difficulties the Eastman Sewer Company had in the past regarding rate structuring and capital improvements, and explained that the VDE is moving forward with determining the best way to address the needed repairs and upgrades to the waste water system.

DM Weber explained that there is a nine-month budget for 2014 in place for the waste water division of the VDE, and that income generated from the planned quarterly rate increase will fund capital reserve accounts created to address the necessary upgrades to the collection, treatment and disposal systems. Mr. Locker asked about any potential increase in flow through the system as it exists now; there are 22 lots remaining that could connect to the waste water system.

Commissioner Wood stated that the larger variable is the number of existing units that could potentially move from seasonal use to full-time use. The ability to accurately measure the flow to the lagoons is limited because the measuring equipment is oversized. The flow from the polishing ponds to the golf course pond varies with the season; the amount of groundwater/runoff to the ponds varies as well with the weather. The flow to the ponds is metered, as is the flow out to the golf course.

Mr. Damour said that the meter numbers from 2012 to present are more accurate than the numbers pre-2012; the meter on the flume was replaced in 2012. The meter between the lagoons and polishing ponds is faulty.

Commissioner Wood said that a plan will be drafted to determine what areas need immediate attention. The proposal to have a sewer advisory committee was revisited.

DM Weber said that he met with Mr. Damour on 4/29 to review what needs to be done immediately, with regards to operation.

Commissioner Fairweather asked Mr. Locker if there is flexibility in completing certain upgrades within a set period of time. Mr. Locker replied that there is, and that he has been flexible over the years because of an awareness of the ESC situation with the PUC. The existing discharge permit is good through 2018.

DM Weber asked Mr. Locker what he would like the VDE to do for the remainder of the year; Mr. Locker responded that the VDE needs to meet the requirements of the permit. The operator needs to continue sampling as specified and show how the plant is operated. The discharge requirement will be met if the VDE can show the disinfection point before the effluent is pumped to the storage ponds; because of the open lagoons and aeration, this requirement has been difficult to meet in the past. The pond on the fairway would also need to be sampled before using the stored effluent to irrigate.

Mr. Locker said that the state promotes reuse of treated waste water wherever possible; we need to determine if it is economically feasible to continue reusing the water as-is, or if there is another viable option based on the occupancy/water use of the waste water customers. The waste treatment plant is currently rated to accept 120,000 gallons per day.

Commissioner Sullivan excused himself at 9:50 for a prior engagement.

Commissioner Wood thanked Mr. Locker for his time; the commissioners want to ensure that the transition of the waste water operations to VDE supervision goes smoothly. Mr. Locker said that as long as the facility remains in compliance with the permit, the state will accept the effluent disposal post-treatment should the VDE opt to change the current method. Mr. Mercier added that as long as it remains within the discharge area, the location of the spray irrigation can be modified. DM Weber will forward information regarding the ESC purchase to Mr. Locker to facilitate the permit transfer. Mr. Locker left the meeting at 10:03.

An updated draft contract with Underwood Engineers was reviewed. Commissioner Wood would like a preliminary status report by the proposed sewer advisory committee to be available to Underwood Engineers by July. Commissioner Wood moved that the Village District inform Underwood Engineers of the wish to proceed with the drafted scope of work for capital improvements and financial planning as presented in the draft contract dated May 1, 2014, for a not-to-exceed amount of \$9,000.00.

Commissioner Fairweather seconded; the motion passed unanimously.

Mr. Mercier will forward the necessary paperwork to the state and will inform the board of any issue regarding the selection process for the contracted work.

Sewer regulations as set by the ESC were reviewed; updates will be postponed until the board has a more detailed scope of state regulations and can draft and adopt a more detailed and specific version. MR. Damour said that the adopted sewer regulations would need to be submitted to the state. Mr. Mercier will provide a copy of another town's regulations that the VDE board may use as a template.

The sewer advisory committee was discussed; there are several community members interested in volunteering on the committee. Commissioner Wood proposed that the committee be made up of three volunteers plus one VDE commissioner. He asked DM Weber to begin drafting a charter for the committee and to forward it to the commissioners for review. A tentative first meeting will be scheduled for June to begin preparing for the July meeting with Underwood.

Commissioner Wood asked that the alarm lights on the outside of the headworks building be fixed; one strobe is a methane alarm.

An easement for the dam spillway on Pioneer Point was granted.


Commissioner Wood will be away for six weeks beginning May 4. Commissioner Fairweather will be away from May 25 to June 7.

With nothing further, Commissioner Fairweather moved to adjourn at 10:53. Commissioner Wood seconded; the motion passed unanimously.

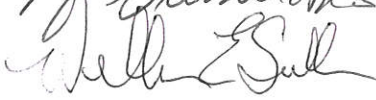
Respectfully submitted,



Amy Lewis
Office Manager



5-21-14



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