

1. Convene Meeting:

Chairman Robert Kelly, Vice-Chair Gene Lambert, Frank Ferraro – Selectmen’s Rep., Boyd Allen, Jim Tanis, Mike Jeffers – Water/Sewer Managing Engineer, Paul Vlasich – Town Engineer, were all in attendance. Absent: Paul Scafidi and John Gilbert. Robert Kelly convened the meeting at 6:34 p.m.

2. Minutes of 09/06/12:

As the minutes of the last meeting have not been received, this item was tabled until the February meeting.

3. Water / Sewer Bill Abatement Requests – Mike Jeffers:

Mike Jeffers brought forward the abatement request of the owner of 18A Hampton Road due to leaking sinks and toilets which were not caught by the landlord. The water/sewer bill came in at over twice the normal bill. The landlord has provided a receipt for the plumbing repairs.

There was discussion that this appears to be a matter of landlord negligence which is not a viable reason for abatement.

Frank Ferraro moved to deny the abatement request, seconded by Gene Lambert – Unanimous.

Mr. Ferraro asked Mr. Jeffers if people receive a copy of the policy for granting abatements when they came in to get the abatement request form. Mr. Jeffers was unaware as to whether they did receive a copy.

4. I/I Management Study Update – Keith Pratt & Cole Melendy of Underwood Engineering, and Paul Vlasich:

Underwood Engineering (UE) gave a presentation of a plan to the Board of Selectmen on January 7, 2013 regarding recommendations on Infiltration & Inflow (I/I) Long Term Control Plan (LTCP). A plan must be submitted to the DES by the deadline of January 15, 2013 to respond to an EPA Administrative Order on combined sewer overflow (CSO). (Mr. Jeffers stated that a continuance allows another 60 days for this.)

It has been determined that CSO, which occurs during severe rainfall, goes into Clemson Pond. An I/I evaluation indicated that a majority of this flow occurs due to sump pumps in private service laterals. The Town must address the private I/I to achieve significant I/I removal.

A pilot program was started in the Jady Hill neighborhood, with additional pilots planned for Downing Court and Westside Drive. These three neighborhoods were chosen from the 22 designated problem areas because they each present different types of issues.

The plan presented to the Board of Selectmen and to the Water/Sewer Advisory Committee put forth four different possible options:

1. No Action – This is not an acceptable option
2. Sewer Separation Plan – Estimated cost \$31,000,000.
3. Pump & Flow to the Waste Water Treatment Plant – Estimated cost \$30,700,000.
4. Separation Facility @ Clemson Pond – Estimated cost \$31,700,000.
(Estimated costs include capital costs & present worth)

UE recommends the Sewer Separation Plan as it is consistent with the infrastructure required for the current level of service. It is cost effective, allows for confirmation/re-assessment, and would likely eliminate the CSO prior to full investment.

Frank Ferraro expressed that a slide in the presentation which showed projected suggested budget appears to be misleading. There would not be a decrease in the current Sewer CIP to the Proposed LTCP CIP, but rather the two amounts should be added to more accurately show the annual costs. The current Sewer CIP includes a number of costly items which still need to be taken care of as they are structural and therefore not included in the I/I project.

Paul Vlasich stated that some of Portsmouth Avenue is included in the I/I but not all will overlap. There was also discussion of the Lincoln Street structural issues which would still need to be addressed outside of the I/I.

Jim Tanis questioned whether the EPA would accept a 40 year cost structure for the program, and Robert Kelly concurred that the EPA requirement was for a 15 year plan.

Mr. Ferraro asked if the four existing lagoons and Clemson Pond could be used to equalize the CSO and then bleed into the WWTP after the new plant is active in 5 years. UE advised that DES sees Clemson Pond as fresh water, as it had originally been part of the river, and therefore it cannot be used to equalize the I/I.

Mr. Kelly felt that, since Jady Hill is not complete and without data showing the effectiveness of it, it is unknown what the Committee is able to fully buy into. There was further discussion as to how many residents of Jady Hill responded and took part in the financing option offered by the Town to remove the sump pumps. Approximately 85% of the residents responded, and of those about 2/3 took the financing option.

It was discussed that perhaps the submission should consist of the information that the Jady Hill project is in process and that it should be complete to determine its effectiveness as an I/I project. With these data, the Town can make an informed decision on how to proceed. The Town would also have a better idea of the layout of the WWTP, and option 3 might then be viable. The Town needs the right data to make a financial commitment. There should also be some smoke and dye testing to obtain data as to how much of the spikes in flow originate from big businesses in Town and find a way to enforce compliance with the Town ordinance regarding CSO.

Mike Jeffers will schedule a work session prior to the February 13, 2013 regular meeting between UE and members of the Committee to draft a response to EPA Order.

5. MHP Billing Procedures / Exeter River MHP – Mike Jeffers:

Exeter River MHP has inquired into having their tenants billed as private residents instead of billing the Park as a business. They have been advised that this is possible if they meter each individual residence, otherwise only as a business.

There was discussion as to past billing practices including whether any bills were estimated, and why there would be more water usage than sewer discharge. Mike Jeffers advised the Committee that there had been some problems in the past with meters, however they now have 3 accurate meters, two on their wells which meet Town specifications and one on the Town supply. These are all accurate. There have been past issues as well with backwash getting stuck and Muni-smart pushing only the water button instead of the sewer/water button. In the case of the Muni-smart error, the billing was still done accurately as the water reading was used also for the sewer reading. Also, at times there is additional Town water usage is due to a filter problem or a leak on the wells.

Gene Lambert asked about the policy/procedure for estimating or recouping when corrected. Mr. Jeffers said that in the case of his Park, they have been able to get readings at all times. In other cases, estimated bills based on usage history are sent to owners when a reading can't be obtained..

Mr. Lambert feels that there is some discrepancy in the 3rd Quarter of 2011 and the 1st Quarter of 2012 sewer portion of the Exeter River Coop billing. Mr. Jeffers anticipating this discussion provided a January 2, 2013 report from Matthew Berube of the Water Department and a spreadsheet reflecting the detailed billings for the Exeter River coop. Mr. Jeffers reviewed the usage billing. Mr. Kelly indicated that the water portion of the bill seems to pick up the additional sewer usage charges. Mr. Lambert did not think that the whole amount was recovered based on the dollars and the provided documentation. Mr. Lambert will review the documentation again and send an email to the Finance Office regarding clarification of the billing if there are continuing billing concerns.

6. Exeter/Stratham Interconnection Study – Mike Jeffers:

The Exeter/Stratham Interconnection Study Report has been finalized and the Board of Selectmen (BOS) has accepted the report. Financial analysis has requested an update, but the BOS don't feel they are there yet. The BOS and Public Works have agreed to have a joint public meeting at sometime in the future.

Frank Ferraro said that the BOS has charged the Town Manager with obtaining an RFP for an economic study.

There is some discrepancy in what the actual flow measurement during peak times has been over the past 2 years. Underwood Engineering has by measurement determined it to be 7 million gallons per day (Mgd) as opposed to the 6 Mgd suggested by the Exeter/Stratham Interconnection Study Committee. This leaves limited ability to improve and the EPA requires

at least 7.5 Mgd during peak. This limits the amount of available treatment capacity available to share with Stratham.

Mr. Lambert identified that the Study assumed full flow capability and availability from both the Ground Water Plant and the Surface Water Plant. Besides reducing the Water Department's operating costs, one of the other reasons for the need to construction a Ground Water Plant was to provide an alternative source of drinking water to the Town of Exeter. This alternative source of drinking water is expected to be used during the high flow summer months. Treating the surface water from the river and from the reservoir during this period under existing EPA drinking water criteria is currently difficult and limited. Use of the Surface Water Plant at the full flow as determined in the study may require a major upgrade to the existing Surface Water Plant. The Town of Exeter's cost to upgrade the existing Surface Water Plant may be significant.

Mr. Lambert summarized this issue by stating that the Surface Water Plant stated summer flow capacity in the Kleinfelder Report either needs to be reduced significantly or the cost to upgrade the Surface Water Plant needs to be identified in the Report.

With the Ground Water Plant to provide 75% of the Town's water needs for improved quality and the Surface Plant to provide 25%. If this passes the concern is the Surface Plant will have to work too hard with both plants each needing to run close to 80% capacity during the summer.

The public meeting will allow for all to voice concerns and opinions on this project.

7. Regular Business – Mike Jeffers:

Water Treatment Plant

Jim Tanis sat in on a recent meeting on the WTP and all looked very good. 14.7% of meters are installed at this time and should reach 100% within 18 to 24 months.

Financial Report

There are no real surprises in trending, and hope to stabilize this year. The reserves on paper are in good shape, and receivables have bumped back up. Jim Tanis requested that Laura Hill update the committee next month on the \$97,000 repayment plan for Exeter River Landing - what is the plan and are they paying this off satisfactorily?

8. Other Business:

Mike Jeffers reported that the EPA has requested a status update regarding sump pumps. No new sump pumps which empty into the street's sewer system have been allowed for over 20 years, only those that discharge onto the homeowners land are allowed. Mr. Jeffers will request a 60 day extension on this matter and the Committee will take it up at the next regular meeting.

9. Adjourn the Meeting:

The meeting was adjourned at 8:58 p.m. The next regular meeting was set for Wednesday, February 13, 2013 at 6:30 p.m. in the Nowak Room of the Town Office.

Respectfully submitted

Deirdre L. Greene
Recording Secretary