

# Exeter Water & Sewer Advisory Committee

## Approved Meeting Minutes

March 11, 2015

### 1. Call Meeting to Order

Chairman Bob Kelly called the meeting to order at 6:30 pm in the Nowak Room of the Exeter Town Offices building. Other members present were David Michelsen, Jim Tanis, Paul Scafidi, and Nancy Belanger, the Board of Selectman's representative.

### 2. Abatements

There were no abatement requests for this meeting.

### 3. Regular Business

#### a. Projects Update

##### i. General Summary of On-Going Projects by Public Works – Mike Jeffers

Mr. Jeffers was not in attendance but had supplied the committee with a summary of on-going work by the Department. It was anticipated that the next few months would focus on the continued GWTP construction and any CIP projects that the Town votes to fund for 2015.

##### ii. Presentation on Groundwater Treatment Facility construction progress – Weston & Sampson

Jeff Provost of Weston and Sampson gave a Power Point presentation on the GWTP currently under construction on Lary Lane. Mr. Provost showed progress photos and explained the details of some of the processed that are going to used at the new facility. It was noted that the construction schedule of late summer/early Fall is currently on track.

##### iii. Discussion on Infiltration and Inflow (I/I) program policy modifications

After reviewing the Underwood Engineers I/I testing results in January and the specific project successes, the WSAC discussed a proposed policy update presented by Underwood Engineers and Mike Jeffers of DPW. The current policy was strengthened with enforcement language and some technical information of what I/I is for town resident's consideration. In addition, a draft pamphlet was reviewed that would be mailed to each rate payer that describes what I/I means from a cost and management perspective to the Town and what can be done at the household level.

It was agreed by consensus that the new policy and supporting materials were a great step in minimizing I/I and that the Committee recommends to the Board of Selectmen to adopt and implement said documents.

**b. Financial Reports**

January 2015 financial reports were previously distributed to the committee via email from Laura Hill of the Finance Department. General discussion ensued on the reports. Note was made that the fund balances appear in good shape and projected revenues for 2015 are on track with budgeted expenses.

No significant questions were posed.

**4. Old Business**

**a. Wastewater disposal options**

Continued discussion from the past two meetings was conducted regarding the various cost and technical scenarios presented by Wright Pierce and Underwood Engineers. It appears that the cost of the Portsmouth option may be significantly higher than the cost of building our own new treatment facility. Mr. Kelly noted that Portsmouth was waiting for an internal engineering analysis on the cost to upgrade the Pease WWTP; after that data was received then Portsmouth would be in a position to present the terms of working with Exeter and others towards accepting their wastewater.

In the meantime, Mr. Kelly, Jennifer Perry, the Public Works Director, and Town Manager Russ Dean have proposed conducting a dual track effort on Exeter's WWTP whereby we proceed with non-duplicative tasks so we can maintain the AO schedule of June 2018, while still leaving our options open for the Portsmouth option, should the framework of a deal be beneficial to the Town of Exeter.

**b. Rate Consultant update**

Mr. Kelly noted that a Request for Qualifications (RFQ) for rate consultants had been prepared by Mr. Gilbert of the committee and presented to the Department for review. Ms. Perry had refined the draft RFQ and advertised it accordingly. Results should be ready by the next WSAC meeting in May.

**5. Other Business**

There was no other business brought before the Committee.

**6. Committee Calendar**

The next regular meeting is scheduled for Wednesday, May 13, 2015 at 6:30 pm in the Nowak Room at the Town Offices. The preliminary agenda will include abatement requests, Rate Study

consultants review, and a final discussion of the wastewater disposal and cost options between updating our WWTF versus piping to Portsmouth.

Mr. Kelly adjourned the meeting at 7:30 pm.

Respectively submitted,

Robert Kelly  
Recording Secretary pro tem