

Exeter (NH) Water & Sewer Advisory Committee

DRAFT Meeting Minutes

July 20, 2016

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 Vice Chair Gene Lambert, David Michelsen, and stand-in Selectboard representative, Dan Chartrand (in place of Nancy Belanger).

1. Approve meeting minutes

Mr. Kelly presented the draft May 11, 2016 meeting minutes for review. Mr. Michelsen moved and Mr. Kelly seconded a motion to approve the May minutes as written. The minutes were approved 3-0 with Mr. Chartrand abstaining.

2. Abatements

There were no abatement requests for this meeting.

3. Regular Business

a. Projects Update

- i. According to Mike Jeffers, the Wastewater Treatment Plant design is at approximately 75-80% complete. Currently, geotechnical work is being conducted to fine tune design issues and building placements due to unexpected ledge discoveries during previous site work. A lagoon closure plan was also being reviewed.
- ii. Regarding the disinfection byproducts issue in our water supply, Mr. Jeffers noted that the consultants were continuing to review this. A meeting is scheduled for July 27 at 10 am at DPW at which our consultants will present various options and costs. The NHDES has been invited to this meeting.
- iii. Our rate consultant, Municipal Financial Services Group (MFSG), is expected to have draft model information sometime in late summer. A joint BOS/W&S meeting for that presentation of data is scheduled for August 24 in the Nowak Room.

b. Financial Reports

May 2016 unaudited financial reports were previously distributed to the committee via email from Laura Zogopolous of the Finance Department. General discussion ensued on the reports. Note was made that the fund balances have continued a downward slope begun in late summer 2015 due to projected revenues for 2015 slightly behind budgeted expenses. Expenses due to project debt service and added testing requirements also increased dramatically over the past two years.

Mr. Kelly noted that the Water Fund has rebounded slightly due to the rate adjustment approved last November and initiated with the second quarter billing beginning on or about April 1.

No significant questions were posed.

4. Other or On-Going Business

- i. Stratham Sewer Services Agreement. Mr. Kelly noted that after the Water Services Agreement was finalized, the next order of business would be to discuss and frame a Sewer Services Agreement with the Town of Stratham. He noted this would probably be in a draft form later this summer or early Fall. Town Manager Dean has been in contact with Stratham representatives about the timing of getting together to discuss this agreement.
- ii. Search for New Members. Paul Scafidi and John Gilbert have resigned from the Committee for personal reasons. The Water and Sewer Committee is currently looking for two new members to fill out its five person advisory committee.

5. Committee Calendar

The next regular meeting is scheduled for Wednesday, August 24, 2016 at 6:30 pm in the Nowak Room at the Town Offices. This meeting will be a joint meeting with the Selectboard with the sole purpose of hearing initial findings of our water rate consultant.

Mr. Kelly adjourned the meeting at 7:25 pm.

Respectively submitted,

Robert Kelly
Recording Secretary pro tem