



CITY OF FRANKLIN, NEW HAMPSHIRE

Municipal Services Department

"The Three Rivers City"

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MUNICIPAL SERVICES COMMITTEE MEETING MINUTES

September 28, 2011

Present: Councilor Jay Bowers (Chairman), Councilor Ted Starkweather, Councilor Scott Clarenbach, City Manager Elizabeth Dragon, Finance Director Judie Milner, MSD Director Brian Sullivan and MSD Operations Superintendent George Turcotte

Jay called the meeting to order at 9:00 a.m.

Old Business:

1. Willow Hill / Cross Street Water Storage Tank Replacement Project: Brian distributed the following items: October 3, 2011 City Council Agenda Report (CAR); 2004 Hoyle Tanner Water System Study; Janet Levy Report entitled "Babbitt Road Booster Area Water Storage Tank Replacement"; Water Bond Information dated 9/28/11 prepared by Finance Director Milner; Cross Street Tank Replacement CIP form.

About 10 minutes was allowed for all present to read the October 3, 2011 City CAR, after which a discussion took place on the subject of the Willow Hill / Cross Street Water Tank Replacement. Brian presented an overview of the CAR and briefly reviewed its contents.

Jay started off by stating that the most cost effective way to afford this project, at the proposed location off of Ward Hill Road, is by increasing customer base. Brian explained we may have potential to increase customer base by about 50, which would equate to about \$26,000 additional Water Department Revenue. Also, Jay brought up the feasibility of a future interconnection with Tilton. All agreed this was something worthy of discussion.

Scott questioned if we are doing this just to provide increased pressure for existing customers. His concern is the amount of infrastructure necessary because of the remoteness of the tank (and the cost associated) and the fact we would be adding minimal customer base. Scott's thought was that unless we are adding a significant customer base, we need to look at the entire system and improvements necessary in the years to come.

continued

1. Willow Hill / Cross Street Water Storage Tank Replacement Project(continued):

Brian agreed that the primary reasons we are looking at this project now is because of the present availability of land and because of the \$1,200,000 NHDES grant.

There was discussion about expansion within the tank's service area. Brian and Ted pointed out the subdivision of Mark and Duffy Streets and also off of Calef Hill Road. Scott noted the need to replace the Cross Street tank, along with the 2 tanks in West Franklin, and could we do this without the NHDES grant / loan for the 2 million dollars we would be spending for our principal payment amount on the proposed new tank off of Ward Hill Road. The answer was yes but the tanks would remain about 500,000 gallons each. Again his concern is the amount of work facing the Water and Sewer Systems combined. He stressed that when the Water / Sewer bill comes to a ratepayer, they only look at the bottom line.

Ted asked about the feasibility of eliminating one or both of the tanks in West Franklin and building one new tank. A discussion among the group took place and Brian agreed that when we get to that point, we would give that option serious evaluation but it was unlikely we could do that.

The group agreed on going forward with a public hearing as scheduled on October 3, 2011 and continuing it while staff pursues the following action items with NHDES, Rick Skarinka.

- a) Discuss the potential for an interconnection with Tilton Water System and can we have more time to evaluate prior to potentially forfeiting the grant. Brian also would pursue availability of interconnection funding through NHDES.
- b) Discuss the possibility of using the DWSRF money and replacing all 3 tanks at existing locations, possibly increasing capacity to 750,000 gallons each. Tank Replacements would be Cross Street, North Main Street and Salisbury Road tanks.
- c) Discuss with NHDES the possibility of doing all 3 tanks plus the interconnection.

Brian agreed to meet with Rick Skarinka based on his availability prior to the October 3rd public hearing.

Scott asked how much the \$91,750 in retired bond payments to expire in 2014 would get us in loans. Judie estimated 1.2 million dollars.

continued

1. Willow Hill / Cross Street Water Storage Tank Replacement Project(continued):
General Concensus was reached:
 - a) To instruct Brian to meet with NHDES.
 - b) To hold the public hearing and continue to November.
 - c) Have staff begin an informal discussion with Tilton / Northfield Water Commission on an interest of interconnection.

Other Business:

1. George gave an update on the Water Treatment Plant. The 4th pipe segment is complete and work is to begin on activating the line. The building is on schedule for being weather tight by mid-November.
2. Water Department Garage, Tannery Street. Brian and George explained site work is complete, foundation area prepped and footings being poured today.
3. Brian stated Bellemore and City Staff had completed drainage basin cleaning and now doing extensive cleaning to Sanitary Sewer System. Brian displayed 19 pages of repair work summarizing that the system needs a lot of work.
4. Winnepesaukee River Basin Program. Brian gave an overview of challenges facing the WRBP Advisory Board. CIP Subcommittee is working on the program; U.V. Project is underway; Flow Metering locations have been selected; Memorandum of Understanding is being worked on by Managers and Administrators, and a Fact Finding Committee has been established to evaluate the feasibility of creating a public utility. Elizabeth stressed the importance of moving ahead, regardless, to reestablish cost sharing that is fair and equitable for each community and to put everyone on a level playing field.
5. Brian and Elizabeth gave an update on the Boat Ramp. Pending Governor and Council approval, no start date yet given.
6. Elizabeth briefed Committee on Downtown Project. Everything is on schedule.
7. George updated Committee on Single Stream Recycling Program. He stated that the Co-op is finally proceeding with construction of the new Recycling Plant.
8. Single Stream Ordinance. Jay asked if we should be reducing the number of multi-families serviced. Brian suggested that rather than doing that, we should continue to focus on enforcement prior to making any ordinance changes. The Committee agreed.

Ted made a motion to adjourn. Scott seconded. Meeting adjourned at 10:40 a.m.

Minutes taken by:


Brian J. Sullivan