

## MINUTES

### BEEBE RIVER WATER & SEWER COMMITTEE

March 26, 2019

The Beebe River Water and Sewer Committee met at 10:00 a.m. at the Campton Municipal Building. Members of the committee present were Cindy Klevens from NHDES, Robbie Welsh and Town Administrator, Carina Park. Also present were John Benham from Pump Systems, Inc. and Ken Goode from Granite State Rural Water Association.

#### Approval of Minutes:

Cindy Klevens made a motion to approve the February 5, 2019 minutes as written. Robbie Welsh seconds the motion. Motion passes by unanimous vote.

The Committee reviewed and provided updates for the action items from the February 5<sup>th</sup> meeting.

Cindy Klevens is still waiting for the updated maps of the water systems improvements from Dawson Excavation.

Robbie Welsh has confirmed with the HOA's attorney that they are not authorized to put liens on a private water system. The committee discussed the collection issues and the process in which to shut off properties.

Carina Park is still in the process of drafting a Brochure/ Mailer to Homeowners regarding new emergency protocols.

John Benham presented the Committee with a list of future improvements for both the Water and Wastewater Systems. The committee reviewed the list and prioritized the projects. John also presented documentation from the 2012 O&M Manual which outlined a pumping schedule for the septic tanks.

The Committee discussed current actions items and delegated such tasks to the following parties:

- Updated map of water system to included improvement from 2017-2018-Cindy Klevens
- Draft Shut Off Notice to delinquent homeowners- Cindy Klevens
- Extend May 1<sup>st</sup> deadline for brush cutting to June 1<sup>st</sup>- Cindy Klevens
- Brochure/ Mailer to Homeowners regarding new emergency protocols- Carina Park
- Updated O&M to included current contractors- Carina Park
- Update MOU to include pumping schedule and ownership/responsibilities of town vs. property owners in regards to the water & sewer lines (i.e. Water- property owners' responsibility from home to property line. Sewer- property owners' responsibility from home to sewer main)- Carina Park
- Draft quotes for transmission of true tank level to pumphouse (solar/radio/analog) and remediation of valve cluster - John Benham
- Draft quote to repair pump shut off valve and suction line-John Benham

- Procure quote for flushing/clean out and camera pinging and mapping of sewer lines- Ken Goode
- Research CBDG Grants Administrators-Donna Lane- Robbie Welsh

The Committee discussed applying for both an SRF loan and a CBDG grant to accomplish future improvements to the systems.

The next Committee meeting was scheduled for Tuesday, April 23<sup>rd</sup> at 10:00 a.m.

Adjourn: There being no further business the meeting adjourned at 10:58 a.m.

Respectfully submitted, Carina Park, Town Administrator