Village District of Eastman
Commissioners' Meeting, August 21, 2025
10:00 AM, VDE Office/Zoom

In attendance: Commissioner Terry Large, Commissioner Brad Moses, Treasurer Bill Samuels, Clerk Lin Hill, and General Manager Amy Lewis.

Guest: Resident Joe Megerman, 32 Bay Tree Lane (Zoom).

Commissioner Large called the meeting to order at 10:01 AM.

Commissioner Moses made a motion to approve the June 18th meeting minutes as amended. Commissioner Large seconded the motion; all were in favor.

Commissioner Large welcomed Mr. Megerman, who had shared concerns regarding the replacement fencing around the new West Cove A wet wells. In consideration for Commissioner Bill Weeks, discussion on this topic was tabled until 9:00AM Tuesday, August 26th. GM Lewis will send Mr. Megerman a meeting link. Mr. Megerman exited the meeting at 9:08.

Field/Operations:

GM Lewis updated the Commissioners on the status of lead service line and meter replacements. There were 81 door hangers that went out on August 4th. Forty-two of those homeowners have made appointments for the lead service lines to be inspected. Six door hangers were returned to the office unclaimed. On August 11th there were 70 door hangers that went out. Seventeen appointments were made and zero were returned to the office. On August 18th there were 117 door hangers that went out. Sixteen appointments have been made so far. There is one last batch going out on Monday August 25th.

For the quarter 3 billing, estimated accounts will receive individual letters addressing the necessity of meter replacement/upgrade.

Commissioner Large asked for updates on the NHDES compliance, obligations, and notices that would be coming up in the next 30 days. GM Lewis explained that for quarter 3, sampling is due at the end of September; sampling has been completed and we are waiting for the results.

A reminder from NHDES has been received for public notification of the PFAS sampling completed in 2024 (Per- and Polyfluoroalkyl substances inherent in many consumer and industrial products linked to adverse health effects). This is a program sponsored by the Environmental Protection Agency to aid in determining the maximum contaminant levels (MCLs) of PFAS compounds in public drinking water across the country. Sampling results will be available on the website, and GM Lewis will determine with NHDES the best way to issue the notification that the results are available.

An updated lead service line inventory (LSLI) is due to the State of New Hampshire by October 16th. A list of properties that have been inventoried with pictures will be sent to Hazen & Sawyer to update our LSLI and submit it. The State requires 100% completion by October 16, 2027.

The MNR was reviewed, everything looks healthy.

Drinking Water:

GM Lewis updated the Commissioners on the fall flushing schedule which started in September. The Spring flushing was postponed due to source 5 being offline. GM Lewis will send out correspondence prior to flushing so all are aware that potential that discolored water may be experienced. This will be a full system flush.

GM Lewis shared with the Commissioners that the VDE was awarded a $60,000 grant to offset costs related to utility and service line inspection as part of the LSLI program. Commissioner Large moved to accept the grant up to $60,000 for the LSLI identification project. Commissioner Moses seconded the motion and all were in favor. Commissioner Large made a motion to delegate GM Lewis as the authorized administrator of the grant. Commissioner Moses seconded and all were in favor.

Pleasant Drive repairs – video of drainage during a recent rainfall has been forwarded to KA Stevens. KAS postponed final grading of the repair area to evaluate the drainage problems.

<u>In Construction</u>

Fernwood Drive: GM Lewis updated the Commissioners that KA Stevens intends to follow the same plan of action as was used on Hummingbird for the temporary water line for customers, and construction is underway.

Glenwood Wells: GM Lewis updated the Commissioners that the purchase and sales agreement and the subdivision/annexation application for the Connellys have been signed. The Town of Springfield has the subdivision/annexation application on the agenda for 8/21 Springfield Zoning Board approval.

GM Lewis informed the Commissioners that the Wellfield Road water main project is wrapping up. The final punch list items related to the water main installation will be completed by KA Stevens once the road has been repaved for ECA. The remaining work includes removing road stakes and netting, and clearing any debris on the roadsides.

<u>In Planning</u>

West Cove A & D water main replacement design: Weston & Sampson has submitted an ESR for West Cove D's water main replacement design for review. Estimated engineering costs are approximately $34,000. Changes in the ESR were discussed and will be sent back to Weston & Sampson for further changes.

Valves & Saddles: GM Lewis stated that KA Stevens has started the work of five saddles to be replaced on Brookridge. Three out of the five saddles have already been replaced as of today.

Corrosion Control Study: There was an Agreement executed between VDE and Underwood Engineers to do a Corrosion Control Study which was strongly suggested by NHDES. Meagan and Devon from Underwood Engineers met with Commissioner Large and GM Lewis to discuss their recommendations.

North End Chlorination: No update has been provided from CEI. Commissioner Large will discuss this with the CEI engineer heading up the project.

Water pressure concerns: There have been multiple low water pressure concerns in the North End. Some were due to the water filter systems in homes; when the filtration systems were bypassed the pressure improved. After the Fall flushing program is completed, we will place pressure loggers through the north/northeast section of the system to track pressure trends.

Road Round the Lake: Dave Mercier from Underwood Engineers will be working on the Road Round the Lake main replacement/improvement alternative plans, which would install additional valves and hydrants along the main line to isolate smaller sections if needed.

Operations Reports: GM Lewis gave updates on the following:

- Source 5 is back online.
- Source 1 was offline for a couple of days.
- Sources 2 & 6 will be cleaned this fall to protect the pumps from burning out due to pump screen build up.
- Backwashes have been performed daily, except for 2 days in July.
- Spreadsheets were reviewed and accepted as presented.
- Water service to 8 Dartmouth Place is currently off, as there is a substantial service line leak by the house. There is no update from the owners (seasonal) as to fixing the line.

Wastewater Projects:

- Lagoon fence replacement: Vermont Specialty Fence began the demolition of the old fence on 8/9. A temporary fence will be used until the new fence installation is completed.
- Force Main technical memo review & next steps: a meeting with Underwood is scheduled for August 26 to review the tech memo and determine how to proceed.
- WCA fencing concerns – Megerman correspondence: tabled for 8/26.
- Golf Course irrigation: ECA is currently evaluating the soil on the golf course to determine why some of the greens are not as healthy as they should be. Preliminary results are purported to show high levels of salt (sodium chloride); Commissioner Large has requested copies of the sampling results. VDE sent treated water only once to the fairway pond (July 24th) and will not plan on any more flow this season.

<u>In Construction</u>

- Daniels continues to the force main issue from the WCA wet wells. The plan is for any necessary work to be done in the Fall.

<u>In Planning</u>

- ECA's board has voted in favor of extending the existing easement at the holding ponds for the subsurface leaching fields. New Hampshire Department of Environmental Services (NHDES) has given conditional approval pending easement adjustment.
- GM Lewis updated the Commissioners of the discharge permit application for the 14th fairway pond which has been filed with NHDES. NHDES has returned comments to Underwood Engineers for clarification.

The operations reports were reviewed. GM Lewis stated that the holding pond levels are great. Pond 1 had 5 1/2 feet of freeboard. Ponds 2 and 3 had 7 feet of freeboard. The State requirement is a minimum of 3 feet.

Treasurer's Report

The Commissioners will meet on Tuesday, August 26 at 9:00AM to review the Capital Improvement & Major Project Plans for both water and wastewater prior to posting the plans online. After the CIP discussion, the Commissioners will meet with Underwood Engineers at 10:00AM for a review of the WCA force main issue.

CRF reimbursement request: GM Lewis provided supporting documentation for the review of reimbursable charges to the capital reserve accounts. Commissioner Large moved to request the Trustees of the Trust Funds to reimburse the VDE as outlined in Exhibit A, dated August 20, 2025, for capital funds expended in the amount of $351,769.19. The motion was seconded by Commissioner Moses and was unanimously approved.

Cash flow & Balance Sheet review: GM Lewis stated that the online payment system has been actively utilized by customers. Cash flow looks good.

There is a possible opportunity for grant funding for Asset Management Plans; GM Lewis will research to determine if this grant can be used for an update to our existing AMPs.

DRA forms: The State of New Hampshire Department of Revenue MS434R form, for revised revenues, was reviewed and signed. There were no adjustments to anticipated 2025 revenues.

Other:

Margaret Blank with Underwood Engineering will be asked to attend the September meeting to provide an update on the further development of the existing Preventive Maintenance survey. This will simplify asset tracking, training, and asset maintenance.

VDE website: Commissioner Moses stated that the new website was completed and live.

Commissioner Large made a motion to adjourn the meeting at 12:43 PM. Commissioner Moses seconded the motion and all were in favor.

Respectfully submitted,

Sherrill Zani
Executive Assistant
Village District of Eastman