

**Summary Report to the WRBP Advisory Board
March 2022**

Projects	Status & Schedule	Budget	Other info
Energy Efficiency Upgrades at WRBP Facilities	In order to qualify for a CWSRF loan and Eversource incentive requirements, the project is proposed to be substantially complete on or about Dec 31, 2020. A task order for engineering support was executed. The aeration blower and 2 RAS pumps were purchased and plans and specifications for WRBP installation have been approved. Blower delivered late December; custom pumps delivery delayed until June. The blower was successfully started the first week in March 2022. The RAS pumps are schedule for start-up in early April so the projected date of substantial completion for all equipment is May 2022.	The estimated project budget is \$400K with 50% principal forgiveness from the CWSRF and a \$100K Eversource incentive making the overall budget \$100K and a <1-year simple payback based on estimated electricity savings.	This equipment upgrade was recommended by the energy audit of all WRBP facilities completed in early 2020. Project includes a smaller aeration blower, 2 RAS pumps and staff-installed facility lighting. The AB expressed support of the project at their August and Sept. 2020 meetings. Programming assistance from W-P through a task order for the new SCADA screens and RAS pumps' flow pacing control is being negotiated. The utility incentive for this project is still available through 2022.

Solids Handling Process Upgrades	Phased projects included in the Solids Handling Master Plan developed for the Franklin WWTP are being identified for completion of the alternative analyses (10% design) to move forward to a 30% design. Kick-off meeting held virtually on 7/29/21. A 3D survey of WWTF solids area performed in September 2021. Alternative analyses are underway for sludge mixing and thickening with another site visit planned for December.	Phase I Project budget estimate in the draft Basis of Design Report is currently estimated at \$7.95M and a CWSRF loan is pending; with 10% principal forgiveness. The WRBP Capital Budget was approved and is sufficient to fund Phase I followed by CWSRF reimbursement to the WRBP. Phase 2: Inspection and on-site repairs to one dewatering centrifuge indicated that it may have a remaining useful life of 15-20 years given proper O&M. The second centrifuge will be inspected next FY. If it has a similar inspection result, the Phase 2 project may be deferred.	The Solids Handling Process Upgrade Project has been forecast in the WRBP CIP since FY18. Phase I includes new primary digester mixers, gas management and heating systems, and an activated sludge thickening system. <i>The Basis of Design Report is expected to be finalized and available for review in early April 2022.</i>
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WRBP Infrastructure O&M Responsibilities - Memoranda of Agreement	Belmont, Northfield, DAS, Gilford Tilton, and Franklin Executed MOAs with DES. MOAs for Bay District, Sanbornton, Meredith and Laconia were re-sent in February 2020 and are under review by members.	The AG's office developed language for MOAs to clarify the O&M responsibilities of properties, facilities or components that are indeterminate.	Discussion continues with the remaining 4 members.

Replacement Fund	<p>Replacement fund valuation reset to include pipelines in FY20. The pipeline lining repair and plant water repair funded from the replacement fund were completed. Legislation is required to change the current Replacement Fund reimbursement methodology. DES forwarded the AG's opinion on these proposed statutory changes to the Advisory Board chairman on 1/4/2021. Draft legislation reviewed by the AG's office to be discussed at the August 2021 meeting. LSR #2557 was submitted to the legislature sponsored by D. Johnson (Laconia). HB1339 is now available for review on the legislative website and is sponsored by D Johnson, J. Bradley, and N Silber. HB1339 was forwarded on 2/8/22 from the RR&D committee as OTP. The bill was heard and passed by the Ways and Means Committee on 3/3/22. <i>The NH House Floor approved this bill. It is pending approval in the NH Senate before it becomes effective.</i></p>	<p>Legislation to modify the Replacement Fund statute was proposed by Gilford at the meeting in July 2020. Discussions continued regarding the current assessment methodology and proposed revisions. The WRBP will prepare a quarterly update of Replacement Fund expenditures or planned expenditures for the Advisory Board. Northfield and Belmont chose to pre-pay their respective expenditures associated with the two recent forcemain breaks in 2021. Members will explore pre-paying reimbursable expenses instead of repaying them over the typical 10-year repayment period and determine the threshold they wish to maintain in their respective replacement fund account balances.</p>	<p>Laconia and Gilford are reimbursing the Replacement Fund for the Pendleton Forcemain repairs. The changes to the replacement fund reimbursement methodology vote that failed on 5/21/2020 was revisited on July 16 to reflect a preference for 50% reimbursement by all members based on the current percent allocation and 50% collected from only those members using the fund for the expenses. Legislation to propose this change in the reimbursement formula is expected in the next session in late 2021. At the October 2021 meeting, the Advisory Board did not support adding additional language in the proposed legislation to create a Capital Reserve Account.</p>
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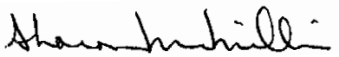
<p>Rate Assessment Formula – O&M</p>	<p>DES’ preliminary analysis of the relative contribution of flow, strength and capacity (shared) costs on 5/5/2016. The Advisory Board resolved to have a draft formula by 1/1/2019; workgroup met on 7/25/18 and 8/16/18. Draft Phase I reports were provided to the workgroup and W-P revised the report based on comments. W-P presented Phase I information at the December 2019 meeting. The 4 southern member communities provided the requested information for the proposed hybrid rate assessment model. On 10/27/2019, Franklin’s consultant reviewed their draft efforts with WRBP and Franklin staff. Belmont’s I/I report under review and Franklin’s pending; with discussion at the March, April and the May 2021 meeting that was postponed until June 2nd. The basis of the new rate assessment formula with a 3-year phase in period was approved by the Advisory Board on 7/15/21. The recommended implementation plan was approved at the September 2021 Advisory Board meeting.</p>	<p>The full Advisory Board has expressed interest in participating in this discussion with DES regarding a draft rate formula. Updated flow and capacity information prepared by DES was presented to the rate assessment workgroup on 8/16/18. A Flow Metering Rate Allocation study task order was finalized on 1/22/19 for the four southern members where current measured flow data is not accurate enough for billing. DES provided a draft hybrid model in March 2020; that was discussed at the April 2020 meeting. Franklin and Northfield agreed with the model; Tilton was absent and Belmont is reviewing. At the June 2020 meeting, Laconia presented an alternate model for assessing unmetered flows and allocating I/I to all members equally. A draft scope of work for Underwood Engineering (UE) to assist with development of SOPs and tools to be able to consistently update the O&M rate formula in the future was discussed at the October and Dec 2021 and January and February 2022 meetings with a final scope and schedule under negotiations with the Advisory Board. Costs for this work will be paid from the existing municipal escrow account.</p>	<p>DES presented preliminary flow and capacity findings from the 3rd party flow metering evaluations in March 2017 and WRBP Franklin WWTP Capacity Status in July 2017. W-P gathered GIS and connection data from the southern 4 communities as part of the study. Members chose not to engage W-P in data collection for the hybrid analyses, but to use WRBP and member resources. At the May 2020 meeting, Belmont did not agree with the data or method used for their assessment or I/I contributions from the 4 southern communities. Additional information from the 4 southern members is being evaluated by the WRBP and DES with the assistance of Franklin’s and Belmont’s consultant. A draft memo documenting the considerations used to develop the modified, hybrid O&M rate assessment was prepared by UE and will be reviewed by members and the WRBP. The CIP subcommittee and the WRBP will work with UE to develop the tools and information requirements to allow the WRBP to complete future rate assessment re-sets. <i>UE is preparing procedures and spreadsheets to allow the WRBP to prepare and update O&M hybrid rate assessments.</i></p>
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WRBP Capital Improvements Plan (CIP) Update	The CIP Subcommittee met on 7/29/21 to discuss the update of the WRBP CIP. A draft version prepared by WRBP staff was discussed; with recommended changes to be incorporated for the next CIP subcommittee meeting scheduled for 8/19/21. An updated CIP was sent to the CIP subcommittee on 10/21/2021 with review and approval dates TBD. No CIP meetings in December 2021, January, or February 2022. <i>A CIP meeting was held on 3/8/2022 and an updated version is under review.</i>	Nine (9) CWSRF pre-applications and SAG applications were submitted for WRBP equipment and infrastructure projects. Priority projects will be selected to move forward based on CWSRF funding rankings, principal forgiveness percentage, potential, additional federal funding, and ability to execute within any completion time restrictions. Three CIP projects are eligible for ARPA funding or CWSRF loans. Energy Efficiency Upgrades Phase 2 will receive 100% ARPA funding up to \$250K <i>and a utility incentive of \$60,900.</i> The emergency generator replacements at pump stations is eligible for 10% loan forgiveness and a 30% ARPA grant. Solids Handling Upgrades Phase 1 is eligible for a CWSRF loan with 10% principal forgiveness.	SAG applications were submitted for new projects but availability of this funding for either these new projects or previously submitted applications will require future legislative approval. Recent information regarding ARPA grant funding, potential loss of future utility incentives for energy efficiency projects due to the PUC's ruling on NHSaves, and suggested revisions by the CIP subcommittee will inform the next CIP update.
<i>River Street - WWTF Access Road O&M Responsibilities</i>	<i>Delineating the responsibilities for the maintenance, repair and abutting property relationships/obligations for River Street.</i>	<i>Scope, budget, and schedule to complete property research and survey of River Street is pending.</i>	<i>The Advisory Board consensus on 3-17-2022 was not to impede the pending private property subdivision but to proceed with the survey and research.</i>

Changes from previous report are shown in bold italics.

Dates to Remember:

1. **The next Advisory Board meeting will be held on April 21, 2022 at 10am at the Belmont Mill, 14 Mill St., 4th floor, Tioga meeting room with accommodation for virtual attendance once an in-person quorum is met.**

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Reviewed and in concurrence: 
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Respectfully submitted on: 4/11/2022

