

## WATER SYSTEM COMMITTEE

APRIL 1, 2008

### TOWN HALL ANNEX

The meeting opened at 5:00 pm.

**Members Present:** John Edgar, Keith Forrester, Carol Granfield, Bob Hill, Jonathan James, Miller Lovett (Selectmen Rep), Chuck Palm (Selectmen Alt), Richard Roman, David Thorpe

**Members Absent:** Chuck Lowth

**Introductions:** Each member introduced themselves and provided any specific background they had that could assist the committee with its work.

**Information Provided:** Carol reviewed the information package that was provided to each member that included the Committee Charge, List of Committee Members, SEA Water System Evaluation Plan, SEA Water System Management Plan, Staffing Information, Water Department history and information on the plant and regulations, and the Operation Services water plant operations assessment.

**Review of Charge:** The Water System Committee Charge adopted by the Board of Selectmen was reviewed. Miller highlighted that we need a strategic plan, as we need to have a cost and implementation plan so the Selectmen and CIP can move forth.

**Election of Chair and Vice Chair:** Upon receiving nominations, the Committee voted unanimously to elect David Thorpe as Chair and Richard Roman as Vice Chair. Both accepted.

**Minutes:** Carol volunteered to take minutes and would have all meetings posted with information on the website.

**Overview Presentation:** Ray Korber of KV Partners proceeded to provide the Committee with an overview.

Water System Evaluation – Ray noted that he was with SEA Consultants when the evaluation was conducted. The analysis indicated that the capacity of the plan was inadequate to meet the projected demands and also the capacity of the storage tank was inadequate. Recommendations were made to (1) eliminate blow-offs that account for over 20% of the water produced, (2) have a water meter calibration and replacement program, (3) perform a leak detection study to reduce about 10% of unaccounted water, (4) to have a public education program regarding conservation of water and (5) to develop an ordinance with policies for water restriction. A good portion of these recommendations have been implemented.

Keith suggested that we should consider in the future relying on empirical data that would show how much discharge is needed.

Water Storage sites were discussed as well as the SCADA System software. It was noted that the system is a very basic system and the upgrading of the system could cost from \$30,000 to \$100,000.

The levels of service were discussed and Ray noted that the water distribution system requires that the system performance be benchmarked against a specific level of service desired by the town.

Next the Water System Management Plan was reviewed and Ray stated that the focus has been to look at practices to curb overall water demand and the Water Use Ordinance was revised and a decision matrix was developed. This system has been implemented. In May 2006 the Water Meter Replacement program was looked at and Bob determined at that time it could be put into place in-house more cost effectively.

Infrastructure needs were discussed and Ray described the Infrastructure Improvements Project that includes main replacements at Red Gate, Water Street, High Street, Waukegan Avenue and Stevens Avenue. This project started last year and will resume this spring.

Miller expressed concerns of redundancy and it was then noted that the Town has explored the use of groundwater as an alternative. Many years ago a study was done that did not recommend this based on the results. Last year Emery and Gannett (a company in town with national recognition) to explore again use of groundwater and a phase I approach was recommended. The Committee may want to have this option further explored.

Water Plant expansion due to regulatory needs and capacity items are being explored with the acquisition of additional land.

Bob noted that if there is a need for water, we can bring in potable water via a tank in case of an emergency. Keith said this is redundancy needed as we are in an earthquake zone.

Keith noted that chlorination may not be the best to move forth with based on his work in other areas.

**Areas of Focus:** The Committee agreed that several other presentations from groups as well as a tour of the water plant would be beneficial.

**Meeting Dates:** Chairman Thorpe solicited input for meeting times and dates from the Committee. He would like to initially meet weekly and then develop some subcommittees to focus on several aspects and then have the subcommittees report back to the entire committee. The Committee agree to meet on Thursdays from 5 to 7 pm.

**Next Meeting:** The next two meeting dates are scheduled for Thursday, April 10 and Thursday, April 17. The meeting on April 10 will occur at the Water Plant from 5-6pm and then from 6-7pm, John Edgar will try to have Bruce Bond, Chair of the Waukegan Watershed Advisory Committee present the WWAC's work to the Committee. The meeting following this is scheduled to take place on Thursday, April 17.

The meeting adjourned at 7:00pm

Respectfully submitted,

Carol M. Granfield