

WATER SYSTEM COMMITTEE
Distribution System Subcommittee

MINUTES OF January 8, 2009

Town Hall Annex
5 Highland Street
Main Conference Room

Meeting Opened: 1:00 p.m.

Members Present: Chuck Palm (Selectmen Representative), Brian Carroll, Jonathan James, John Edgar, David Thorpe.

Subcommittee Members Absent: None

Others Present: Mike Faller, Lee Bavis

Approval of Minutes: No previous meetings of this subcommittee have been held.

This subcommittee was formed, focusing on the Distribution System, to inventory the present system, determine future needs, estimate costs and to set priorities.

John Edgar reviewed the need for this work and proposed a contextual framework under which it would be accomplished.

His proposed framework would consist of 4 columns:

Inventory; All water mains and accessory items in the distribution system.

Assessment/Deficiencies; Description of conditions and capabilities.

Priorities;

Criteria for Consideration; Used to determine priority.

Flow

Pressure

Fire Flow

System Redundancy

Risk of Service Interruption

Water Quality

O+ M plus \$

Blow Offs/Reduction/Unaccounted-for Losses

Future Growth/Demand

Storage

Supply Source, Well/Surface

Economic Policy

Housing Policy

Interdependencies / Joint Projects

Emergency

Developer Cost Sharing

Cost / Benefit

Population Served

Rate Payer Base

Town Facilities

Relationship to Sewer Systems

John pointed out his list was a first pass effort, was not in any priority of importance and that many items might logically be sub sets of other items.

Brian offered that he previously used 4 criteria for setting priorities; Fire Flow, Water Quality, Age (Condition), and O+M and gave each project a score for each of the criteria. We also discussed that it may make sense to rate a project on only 4 or so major criteria and than make a note of any additional criteria which may apply to that project.

The interaction between the water distribution system and the sewer and road systems was critically important. Therefore it was decided that Brian would complete a similar inventory and rating on the sewer system and that Mike Faller would do the same for the road system. In the interest of getting at least preliminary results very quickly, Mike agreed to start his inventory and rating on the roads closest to the water and sewer systems and to complete the inventory on outlying roads later.

We discussed the water population and occupancy survey briefly summarizing the results which rather closely match the results earlier obtained from account information.

The next Water System Committee (January 20, 2009) will focus on reviewing usage and occupancy analyses and making a committee decision on the usage factors to be recommended to the Board of Selectmen for use in the Available Spare Capacity study and in future demand forecasts.

The next Water System Committee meeting will also review the first pass results of the Distribution System subcommittee. It is expected that drafts of the water, sewer and initial road inventories and ratings to be complete.

2009 capital and major project needs for the water system were also reviewed. John Edgar and Chuck Palm will submit the reduced list to the Board of Selectmen.

Meeting Adjourned: 3:00 p.m.

Respectfully submitted,
David Thorpe