

**TOWN OF WOLFEBORO
PLANNING BOARD
MASTER PLAN REVISION
COMMUNITY FACILITIES CHAPTER SUB-COMMITTEE
SITE VISIT MINUTES MARCH 30, 2018**

Meeting called to order at Town Hall by Mike Hodder at 8:47AM

Members present: Mike Hodder & John Thurston, co-chairmen; Paul Whalen, Aaron Morrissey, Justin Marbury, Julie Jacobs.

Staff present: Dave Ford, Director of Public Works, Matt Sullivan, Town Planner.

Members followed Ford to the town's wastewater treatment facility on Filter Bed Road. Co-Chairman Thurston presided during the site visit.

The Wastewater Treatment plant is a modernized mid century complex designed for the collection and treatment of wastewater. Although the facility is owned by the Town of Wolfeboro professionals from Woodard & Curran manage all operations of this essential infrastructure utility. Supported by capital reserves and money grants the facility has made many significant upgrades to improve system functions and efficiencies for the future. Preventative maintenance is complemented by three dedicated full time staff positions to ensure the facility is kept in excellent condition.

On the premises are a series of concrete and wood framed buildings and effluent storage tanks controlled by electrical and mechanical systems monitored by analyzers. A current asset management plan has been studied for implementation at this facility. A recently established "critical equipment plan layout" using "utility cloud" software to collect running data will assist future maintenance. Future upgrades on lining effluent storage tanks and re-surfacing concrete staging area surfaces are priorities.

Parking lots and access are in good condition. Some below grade settlement and frost heaving has created pavement cracks and uneven surfaces compromising storm water collection. Future improvements should include providing a stormwater detention and infiltration area to contain runoff from the existing site drainage system on the south side of the driveway entrance. Currently one building is vacant at the facility and with renovation could be used for office space.

The meeting adjourned at 9:47AM.

Drafted by Mike Hodder

Planning Board, Community Facilities Chapter Sub-Committee Minutes 3-30-18.