

**CBHA WATER COMMITTEE
MEETING Minutes
JANUARY 9, 2025
1PM CLUBHOUSE**

**Committee Members Present: Richard Allard, Sandy Marsh. Zooming were Chris McChord, Roy Evans, Brian Gibson
Responsible Trustee: Richard Allard**

Preliminaries:

Call to order: Richard called the meeting to order at 12noon.

Welcome/Introductions: All members/trustees knew each other

Old Business: Richard reviewed the comments from Sysy Abdenmour DOH,ODW in a letter dated December 10, 2024. #2. In her letter specifies that the Porta Potties and dumpsters had to be moved 100' away from the wellhead. The porta potties have been moved 103' away and are secure. The dumpsters need to find a new home. A suggestion to move them to the boat launch area was discarded as too close to the kayaks and might make it difficult for boats/trailers to maneuver with the dumpsters in the area. The seagulls and other animals might be a problem.

It was suggested the dumpsters might be moved to the deep turn around at the wastewater plant. Sysy referenced A 2020 sanitary survey which was found to have contaminants was corrected and accepted on December 11, 2020. The mitigation in that report is acceptable for the remaining possible contaminants.

Action: Sandy will check the archive room for copy of 2020 sanitary survey. If unable to locate, will go to state for a copy.

#3,4,5 in Sysy's letter were completed by Mike Brewer.

#6 and 7 are in the process of being completed by Chip.

The fee to CBHA from the DOH for this project report is \$856.00. We do not have invoices for corrections and work from Mike or Chip at this time.

Chip advised CBHA to get Well #3 approved before submitting the Water System Plan. Once CBHA submits completed forms for source approval Richard was told it would be about 3 months for the approval to come through.

#29 off Chip's sheet from first meeting with DOH regarding the water meters - he needs John and Brian to do a Water Use Efficiency Test and he believes Brian and John have completed most items already. Two weeks before next meeting download copies and talk to the board - it is 13 pages long. John is working on

running. There are 3-4 steps to be done to inform the members how to use water efficiently. Once we inform the membership we will ask for feed back and proposals on how to go forward with presenting a wise water usage plan that will be easy for members to use. Most likely the board will host a meeting for members in February to hear what the plan will be and what they can do personally to save water usage.

Roy mentioned that Chapter 5 in the handbook explains what is required for the water usage plan. CBHA is only 10-12 meters short and only 2% of HOAS read meters now. We need to figure out a baseline and come up with a program that will test the meters and see if there are any glitches that are glaring. We need software to read the meters. CBHA will have to research how much the software will cost the membership.

Action: Research cost of software for meter reading

Brian stated the installed meters need to be cleaned up before they can be tested. CBHA needs to install a sample station specifically for residential water testing. This will cost approximately \$5,000.00 and 3 bids with warranties will be needed before voting approval. CBHA will have to produce a meter reading process so that the reading is fair and equitable. Households in the community have different numbers of people living in the homes. There will be water loss through leaks and this will need to be addressed as well. This will all have to be taken into consideration when writing the meter reading process. Brian and John will get a plan about attaching a waste water fee on water usage. More needs to be researched on this. Reading and billing could start quarterly as there will be no digital meters at this time.

Action: Plan for instructions how to read meters and adding waste water fees onto the base water and water usage bill.

At some point CBHA will have to go digital and that could cost \$300,000 or more. CBHA will need multiple bids for this when it occurs. Roy feels CBHA should use the meters we have now, do testing and trial runs and this should be priority. Digital/electronic is not financially feasible.

Chris McChord states the board needs to be completely transparent about the costs that are going to be arriving soon. It is not acceptable to let members think the rates will ever go down. CBHA will have to hire meter readers as well as it will take some time to do 600+ homes.

Brian brought up CBHA needs to be thinking about a new generator for well 2. We do not need a big generator for well 2. Brian is working on getting bids with warranties. Our 1997 generator is serviced periodically and is working at this

The idea of renting a generator if the power is out was discussed and decided against. If a tree was down on SIR, not sure CBHA would be well served. The wastewater treatment plant has a reliable diesel generator.

The diesel containment area was discussed. Not sure if single wall would work, more likely double wall. Richard will address this at next meeting.

Discussion about the lawsuit threatened by the Fisher family who own a lot in Carlyon Beach. Our attorney is handling and CBHA having open meeting January 16 at 6pm in clubhouse to hear members comments and answer questions.

Meeting was adjourned at 1:45pm

Respectfully submitted,
Sandy Marsh
Secretary

