

**Board of Commissioners
Minutes
June 19, 2017
Public Session
(approved August 28, 2017)**

Present: L. Woods, T. Pellegrino, J. Balcom, Superintendent R. Miner, Business Manager J. Lavoie

Excused: J. Comer, G. Keller

Financial Review - April - Rita Donaldson & Lynn Christensen

L. Christensen noted that she and R. Donaldson are slowly discovering things in the financial sphere of the District. R. Donaldson noted that the receivables are out of balance by \$50,000. L. Christensen noted that this is sloppy work by the previous finance person. She noted that the bank statements couldn't have been reconciled. The current work is slow and tedious. She noted that TD Bank has not been helpful and the District should consider changing banks in the future. The District still does not have online access to its accounts. R. Donaldson noted that the District's revenues exceed the budget.

R. Donaldson noted that the District needs an inventory system. The inventory is not a big item, however, it does need to be looked at.

- **Board of Commissioners to review minutes from the May 15, 2017 Public and Non-Public Sessions.**

A motion was made by J. Balcom and seconded by T. Pellegrino to approve the Public and Non-Public minutes from May 15, 2017 as written. The motion passed 3-0-0.

2. Board of Commissioners to conduct annual review of the MVD investment policy.

L. Christensen noted that she doesn't see any reason at present to change this policy. The current policy is fine. It may be necessary to change the policy in the future.

A motion was made by J. Balcom and seconded by T. Pellegrino to accept the investment policy #04-04-B effective July 1, 2017. The motion passed 3-0-0.

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3. Board of Commissioner to review request of Linda Gianopoulos regarding higher than normal usage.

R. Miner noted that this request has been withdrawn because Ms. Gianopoulos noted that the usage may have been due to a leaky toilet.

4. Board of Commissioners to discuss the Hutchinson Tank and Turkey Hill Tank projects with Tom Page of Underwood Engineers, Inc.

Hutchinson Tank - T. Page noted the status report and that UEI is ready to go forward on

these projects. A project manual has been forwarded to NHDES for approval. A complete blast and recoat was done on the Hutchinson Road tank in 2005. This project will be an overcoating of the tank. The interior of the tank will be monitored. This tank is in pretty good shape.

R. Miner noted that this tank was built in 1985-1988.

T. Page noted that he hopes the work will begin in September 2017 and finished by October 2017. A specialty inspector will be on site during this work. There will be a one year warranty period. The Lake Road tank will need to be on-line during the time that this work is being on the Hutchinson Road tank.

Turkey Hill Road tank - T. Page noted that a mixer will be added to this tank. An electrical design has been prepared for this additional item. NHDES approval has been obtained. The total cost is estimated to be \$390,000. This is an increase in the originally estimated cost. The increase in cost is due to the electrical work at the Hutchinson Road tank and the SCADA upgrades at the Turkey Hill Road tank.

R. Miner noted that the original estimate of \$330,000 is in the budget. J. Balcom questioned whether there is a savings by doing both tanks at the same time. R. Miner noted that both tanks are proposed to be done in fiscal year 2017-2018. J. Balcom questioned whether it would be better to do the tanks over two fiscal years. T. Page noted that the Hutchinson Road tank is the priority. R. Miner noted that if something should be put off it should be the mixer. He noted, through, that the additional money for these projects will be found when the District puts less money into its Capital Reserve Accounts. T. Page noted that the DN Tank proposal is actual costs, but the rest of the costs are estimates. He noted there is some economy of scale.

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A motion was made by J. Balcom and seconded by T. Pellegrino to move ahead with the Turkey Hill Road tank and the Hutchinson Road tank projects as shown in Exhibit A. The motion passed 3-0-0.

5. Board of Commissioners to hear updates on the PFOA Investigation.

R. Miner noted that the letter to Chad Kortz at CT Male was send out June 13, 2017. C. Kortz was in receipt of the package on June 19, 2017. The temporary treatment is still in New York and has not yet been sent to Merrimack. R. Miner noted that his understanding is that the 10-foot diameter tanks are not sufficient for permanent treatment and would be used for temporary treatment only. It appears that the intent is to avoid a temporary solution that is not moving to a permanent solution. L. Woods noted that SGPP made a commitment to get the temporary solution to the MVD when they were finished with this temporary solution in Hoosic, NY. He questioned whether the MVD is not pushing hard enough to get this temporary solution sooner. He noted that the MVD should be pushing on two fronts: temporary tanks to Merrimack and the setup of an escrow account. He noted he would like definitive answers to these two issues. He noted that there is a sense in the community that the MVD is not pushing hard enough. R. Miner noted that he can follow-up at the end of this week. L. Woods

noted that the Board is looking for a date certain after July 1, 2017 and when the units to be installed in Merrimack.

Non-Public

A motion was made by J. Balcom and seconded by T. Pellegrino to go into non-public session per RSA 91-A:3 II(d) "...Acquisition, sale or lease of property", RSA 91-A:3 II(e) "...pending claims or litigation...", and RSA 91-A:3 II(a) "...dismissal, promotion, or compensation of any public employee...". The motion passed 3-0-0 on a roll call vote.

After the Non-Public Session

A motion was made by T. Pellegrino and seconded by J. Balcom to seal the minutes of the non-public session of June 19, 2017. The motion passed 3-0-0.

6. Old Business

Sodium and Chloride at well 3 - L. Woods noted that these figures don't look too good. R. Miner noted that these chemicals are coming from Continental Boulevard. The last test was done on April 19, 2017.

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7. New Business

Letter to Representative Christensen - L. Woods suggested that a letter of gratitude be sent to Representative Christensen on MVD letterhead to thank him for his work on the PFOA/PFOS bill. The Board approved this suggestion.

8. Superintendent's Report

Mitchell Woods - A first inventory has been done of this property for the installation of 2 monitoring wells due to the wetlands monitoring needed in this area.

Consumer Confidence Report (CCR) - This report will go out this week.

Reeds Ferry School Thank You - A thank you note has been received from Reeds Ferry School for the use of the MVD's hydrant for their fun day.

Summer meeting schedule - R. Miner noted that the Board does not usually have a meeting in July. The Board decided that if a meeting is needed in July it will be called.

9. Questions from the Public

There were no questions from the public at this time.

10. Questions from the Press

There were no questions from the press at this time.

Adjourn

A motion was made by T. Pellegrino and seconded by J. Balcom to adjourn at 5:55 PM.
The motion passed 3-0-0.

Respectfully submitted,
Rita Pointon, Recording Secretary