

**Board of Commissioners
Public Session
Minutes
January 25, 2016
(approved February 22, 2016)**

Present: L. Woods, T. Pellegrino, G. Keller, J. Comer, J. Balcom, Superintendent
R. Miner, Water Quality Support/Administrative Manager J. Lavoie

Financial Review – December 2015

N. Couture noted that the District is halfway through the fiscal year and the budget is at 51%. She noted that the revenues have been higher than anticipated.

**Board of Commissioners to approve minutes from the December 21, 2015
Public and Non-Public sessions.**

A motion was made by T. Pellegrino and seconded by J. Comer to approve the minutes from the December 21, 2015 Public and Non-Public sessions as submitted. The motion passed 4-0-1 with J. Balcom abstaining.

**Board of Commissioners to discuss Capital Improvement Plan with Keith
Pratt of Underwood Engineers, Inc.**

K. Pratt noted that the CIP has gone through a format change. The new format makes the CIP easier to read and to understand. The projects on the CIP remain the same. The CIP was presented to the Planning Board by R. Miner and K. Pratt. The new well project was moved from 2017 to 2019 because the District is not yet ready to drill this well. There is a small amount of money upfront for this project to make sure that it is the correct thing to do at the appropriate time.

L. Woods questioned how water will be moved from Hollis effectively and efficiently. K. Pratt noted that the improvements made in Continental Boulevard and when the Merrimack Premium Outlets were built should be sufficient for this additional water. These improvements have given the District better hydraulics (distribution).

J. Balcom questioned the District's long term debt. R. Miner noted that he would bring the answer to this concern to the next Board meeting.

**Board of Commissioners to view a slideshow presentation of the treatment
plant project progress by Bob Daigle of Underwood Engineers, Inc.**

Bob Daigle of Underwood Engineers, Inc. was not available for this presentation this evening.

**Board of Commissioner to review and consider for approval 2016-2017
Budget and Budget Memo to District voters.**

L. Woods noted that it would be best to have this discussion when N. Couture is present.

T. Pellegrino questioned why the projected water sales amount is down for the current year. R. Miner noted that this amount is based on the projections from 2015-2016. These projections are weather related. The projections are based on the budget.

There was some discussion of the budget memo. L. Woods suggested that the staff suggest a new format for the budget memo.

G. Keller noted that there is no annual debt service amount and no list of the bonds and principles due. R. Miner noted that the District has paid off some of the bonds.

T. Pellegrino asked that the staff check with other District to determine jobs and pay ranges for these jobs.

Board of Commissioners to review and consider for approval 2016-2017 Warrant Articles.

J. Lavoie noted that the language for the Warrant Articles is the same as in the past. They will be sent to DRA for their approval.

The Warrant Articles and the remainder of the budget will be reviewed on Monday, February 1, 2016 at 3:00 PM.

Old Business

Kinder-Morgan – R. Miner noted that the maps and possible meeting dates were emailed to the attorney for Kinder-Morgan. There has been no response to date.

J. Balcom noted that the school district has not seen any correspondence regarding Kinder-Morgan. R. Miner noted that he is not CC'd the school district or the town of Merrimack in any correspondence regarding Kinder-Morgan. This information is put on the District's website. L. Woods suggested to staff check with the Superintendent to determine what she would like to see.

7. New Business

Commissioners' Weekly Packets – L. Woods encouraged the staff to make sure that the Commissioners get a weekly packet. J. Lavoie noted this would be done.

Planning Board meeting – R. Miner noted that the Planning Board also reviewed the development agreement for Monahan Properties (Merrimack Premium Outlets – MPO). Changes have been made to the original agreement by Monahan. T. Pellegrino noted that this developer was in front of the ZBA 3 weeks ago regarding the proposed hotel and apartments.

8. Superintendent's Report

Service Line Protection – Another mailing has been sent around to Merrimack residents regarding service line protection for water and sewer lines. American Water Resources is the latest company offering service line protection. J. Lavoie forwarded the notification to Officer Rob Kelleher and he saw no reference to Home Serve, AMT Warranty or NE Pipeline who were responsible for the first mailings. These mailings to seem to be legitimate, but the District letting customers know that the insurance is in no way from the District and that the District does not recommend coverage.

Security Quotes – The District is still working on these quotes. Meetings have been held with Stanley Security and USA Video Surveillance. R. Miner will be meeting with One Source Security this week.

Verizon – Verizon is looking to do some soil boring on site at the Turkey Hill Road tank. R. Miner spoke with Tom from New England Boring and let him know that the District does not maintain the access to this tank in the winter and that it is possible he would not be able to get a rig up to this site. R. Miner met with Tom last Friday and confirmed that the borings would have to wait until the spring.

R. Miner out of office – R. Miner noted that he will be out of the office the week of February 8, 2016 to attend the National Rural Water Association's Rally in Washington, D.C. Attendee will be meeting with legislators to thank them for their support and to discuss funding priorities for water and waste water. The Great American Water Taste Test Competition will be held on February 10, 2016. Granite State Rural Water is picking up the tab for R. Miner to attend as the District won the Best Tasting Water in NH contest.

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. Comer to adjourn

at 5:15 PM. The motion passed 5-0-0.

Respectfully submitted,
Rita Pointon, Recording Secretary