Board of Commissioners
Minutes
April 17, 2017
Public Session
(approved May 15, 2017)

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

Financial Review – February and March – Natalie Couture

N. Couture was not available this evening.

R. Miner noted there are no significant issues with the budget. The District is doing okay.

J. Lavoie noted upon questioning that the District is keeping a running total of expenses that will be billed to St Gobain Performance Plastics (SGPP) regarding the PFOA issue. This amount is in excess of $100,000 at this time. She noted that overtime, etc. is being tracked. L. Woods asked for a specific breakdown of this amount for the next meeting. He noted that some of these figures should be in the prior year's budget. J. Lavoie noted that these figures are being kept as gross figures, not by budget year.

1. Board of Commissioners to review minutes from the February 27, 2017 Parts I and II and the Public Hearing and March 28, 2017 Public, Non-Public and Annual Meeting. (The March 20, 2017 regular BOC meeting was cancelled)

A motion was made by T. Pellegrino and seconded by J. Comer to approve the minutes of February 27, 2017, Part I as written. The motion passed 4-0-1 with J. Balcom abstaining.

A motion was made by T. Pellegrino and seconded by J. Comer to approve the minutes of February 27, 2017, Part II and Public Hearing as written. The motion passed 3-0-2 with J. Balcom and G. Keller abstaining.

A motion was made by T. Pellegrino and seconded by J. Balcom to approve the minutes of March 28, 2017, Public, Non-Public, and Annual Meeting as written. The motion passed 5-0-0.

2. Board of Commissioners to meet with Kevin Walker from The Flatley Co. regarding the proposed mixed use development project on DW Highway. (Tom Page of Underwood

Engineers to be present for the discussion.)

K. Walker noted that certified letters were sent to the abutters regarding the possibility of an easement for the extension of the water line on the west side of the DW Highway. Three responses were received of the 5 letters send out.

None of the responses were in the positive. The plan now is for Flatley to tie the 16" main at Priscilla Ln with a 12" line to the existing 12" line on DW Highway
which will supply the Flatley site. In the future a 16" line will be installed to replace this 12" line depending on future development.

R. Miner noted that one of the recommendations of Underwood Engineers (UEI) was that the existing 6" main on the west side of DW Highway be abandoned and the existing service connnections be moved to the 12" line. He noted that the District can handle these. Flatley will pay for the crossing of the 12" line across the DW Highway from Priscilla Ln.

T. Page questioned the proposed fire demands. K. Walker noted per their consultant Bruce Lewis the fire demands for the residential portion are less than 1500 gpm. T. Page noted that UEI's review had assumed a maximum of 1500 gpm fire flow demand so that would be acceptable.. He noted that fire flows are not noted in the Agreement, only the domestic flows. R. Miner noted that this information will be noted in future agreements. T. Page noted future phases at the Flatley site may have higher fire demands which will require further study and an amended agreement.

L. Woods questioned whether the District is confident that the looping arrangement in this agreement is sufficient for the residential portion of this development. The District is confident. He questioned whether this arrangement will cause a reduction in service to ratepayers north of Priscilla Ln. It was noted that there would be no loss of service to these ratepayers. T. Page noted that this has been reviewed. R. Miner noted that this arrangement is about redundancy; there is looping as far north as Priscilla lane but further north on DW Highway is not possible due to DOT limitations.
T. Page asked that final drawings be submitted to UEI. K. Walker noted that this would be done.

K. Walker noted the limits of water main onsite to be accepted by the District are open to negotiation. K. Walker noted that a draft easement will

be sent to the District and UEI for review and acceptance. The easement will be reviewed by R. Miner and the District's attorney. T. Page noted UEI will review with the District the limits of water main to be owned by the District when the final drawings are received.

G. Keller questioned whether the District's engineers will be present during construction. T. Page noted this would be done at Flatley's expense per the agreement.

K. Walker noted that the Planning Board has approved the Conditional Use Plan for the development. He noted that Flatley can construct 4 of the 5 residential buildings then some commercial development needs be approved or constructed before the 5th residential building can be built. . He noted it would take

approximately 1.5 years to construct the 4 residential buildings. The residential buildings will contain 1 and 2 bedroom residences with no plans for
condominiums at this time. T. Page noted Flatley will have to come back for an amendment to the agreement to supply water for the future development when that is determined. K. Walker asked if it would be better to submit drawings sooner than later. L Woods noted yes; the Board originally asked for drawing for the complete site. G. Keller requested a work plan or drawing to make it easier to understand the proposed improvements, and T. Pellegrino noted Flatley should submit a plan in the future. T. Page noted it is important that Flatley provide design flows for the future phases. The future onsite loop will need to be built when future phases are built.

R. Miner noted that he needs authorization to sign the agreement after it is signed by J. Flatley.

A motion was made J. Comer and seconded by T. Pellegrino to authorize the Superintendent to execute the agreement with The Flatley Company for the
residential phase of the mixed development on the DW Highway. The motion passed 5-0-0.

3. Board of Commissioners to meet with Steve Mayo to discuss late charges on water accounts.

J. Lavoie noted that the District bases late charges on the date the

payment is posted. S. Mayo noted he would check to see when the checks were written and mailed. G. Keller noted that if the original late charge was not paid then additional late charges are assessed for the unpaid late charge. L. Woods noted that an additional conversation with R. Miner is in order.

4. Board of Commissioners to hear update from Keith Pratt of Underwood Engineers, Inc on PFC Investigation progress regarding:

Route 101A Booster Pumping Station – generator status

K. Pratt noted that the Booster Pumping Station at Route 101A is functioning. He looked into a new or used portable generator for this site. The cost was anywhere from $17,000 for the used portable generator to $43,000 for a new portable generator. A permanent diesel generator would cost approximately $30,000 and a permanent natural gas generator would cost approximately $35,000. The project cost budget was $250,000. A generator was not originally anticipated. There is approximately $8,000 left in the budget for this project.

R. Miner noted that there is no SCADA system installed at this pumping station, so it would have to be turned on manually. He noted that a portable generator would not create any additional delay in turning the station on. The generator

would kick on if power was lost during the time the station was already being used. The station cannot be turned on without assistance from Pennichuck
Water Works. If a portable generator is purchased it could be used in other places in the District.

K. Pratt noted that the unit and price would need to be confirmed. R. Miner noted that the District has purchased used generators in the past. J. Comer noted that maintenance records for any used generator would need to be obtained.

Rate Study Update

K. Pratt noted that this study is progressing. The last update was done in 2014. He noted that the CIP shows an expenditure of $12-13M over the next 5 years. L. Woods noted that the District may be spending $10M over the next 5 years for emerging contaminants. K. Pratt noted that the

CIP will have a rate impact. This impact may be a 7% increase.

Tank Improvements Update
Lime Station Update
Turkey Hill Booster Station Update

T. Page noted that the design for the Turkey Hill Road and Hutchinson Road tanks improvements are in progress. To do the work on the Hutchinson Road tank, the Parker Road tank will need to be placed in service before the Hutchinson Road tank is drained. The Parker Road tank will need improvements to the SCADA radio telemetry before the District takes the Hutchinson Road tank off-line. The Parker Road tank was last online when the Hutchinson Tank was blasted and recoated in 2005. UEI is currently putting together the bid documents for work to be done later this year. L. Woods asked that UEI make sure there are no contamination issues when the Hutchinson Road tank is emptied. K. Pratt noted there may be some temporary water quality issues when the changeover is done due to change in operations, similar to flushing; public notices may be warranted.

T. Page noted that UEI is evaluating improvements to the Turkey Hill Booster Pump Station . He noted that a new station is anticipated to be above grade for safer access, with newer pumps and a generator. He noted it is time to refurbish this station, which has pumps that are no longer made. UEI is also evaluating improvements to the lime feed stations including alternate chemicals for pH adjustment and corrosion control. K. Pratt noted that UEI would come to the Board with a draft report. T. Page noted that one alternate chemical that is commonly used is sodium hydroxide (caustic).

5. Board of Commissioners to review proposal to conduct a technical review of the Barr Engineering Report on Wells 4 & 5 by Emery & Garrett Groundwater Investigations.

R. Miner the proposal from Emery & Garrett Groundwater Investigations (EGGI) for a review of the Barr Engineering report. The estimated cost of this review is $3,000-$4,000. He noted that EGGI has been given the go-ahead to look at this report. J. Lavoie noted that a bullet report will be sent by EGGI for the next meeting of the Board. The goal of this review is to outline any holes in the report.

T. Pellegrino noted that he thinks this is a lot of money for a bulleted

report. G. Keller noted that this is a lot of money, but this review should be done. This review will give the District a response to the Barr report. T. Pellegrino noted this is a good call. R. Miner noted that the amount listed is an estimate only.

Non-Public session

A motion was made by L. Woods and seconded by T. Pellegrino to go into Non-Public session per RSA 91-A:3 II(e) "…pending claims or litigation…" The motion passed 5-0-0 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 April 17, 2017. The motion passed 5-0-0.

6. Old Business

There was no old business at this time.

7. New Business

There was no new business at this time.

8. Superintendent's Report

SGPP Meeting – R. Miner noted that this meeting took place last Tuesday. He noted he thinks that this was a positive meeting. SGPP has pulled back from its assertion that the Longa site is the source of the contamination. At this meeting SGPP did say that they were a contributor. The letter demanding treatment was not sent. Hopefully there will be another meeting soon.

L. Woods noted that he was interested in the statement by Ed Canning that the process "slows down" now. He asked that the process for temporary treatment be looked at for a timeline.

Flushing and Street Sweepers – These projects will be on going this week.

Drought – R. Miner noted that the area is still in a moderate drought circumstance as of April. This means that the flushing program will begin with the main lines.

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 the meeting at 6:17 PM. The motion passed 5-0-0.

Respectfully submitted,
Rita Pointon, Recording Secretary