

Board of Commissioners
Minutes
May 15, 2017
Public Session
(approved June 19, 2017)

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

Financial Review - April - Rita Donaldson

R. Miner noted that the replacement for C. Sutton, Amy Doucette, began work this morning.

R. Donaldson of Municipal Resources noted that she is working through the finances and putting things in order. She noted that she is currently looking at the bank reconciliation for April. This has taken about 8 hours so far.

L. Woods questioned whether there are any irregularities or items that rise to malfeasance. R. Donaldson noted that this has not been seen to date. L. Woods questioned the amount of time needed to put the finances in order. R. Donaldson noted that if she can find the time it should take a couple of weeks, but she is not sure at this time.

L. Woods questioned whether someone would be hired while R. Donaldson is working. R. Donaldson noted that some candidates have come forward, but it will take 3 to 4 weeks to get someone in depending on how much notice needs to be given to their current employer.

T. Pellegrino questioned the knowledge and experience the District needs. R. Donaldson noted that a knowledge of QuickBooks, bookkeeping, and accounting is needed, as well as detail orientation. T. Pellegrino questioned why the work was done as it was. R. Donaldson noted that the process was not streamlined. L. Christensen noted that the bookkeeping was done by hand and it did not evolve into an electronic format.

L. Woods noted that the Board appreciates everyone's patience. The Board also much appreciates the efforts made by R. Miner and J. Lavoie. He requested that a detailed financial review be available for the June Board meeting.

Merrimack Village District, Board of Commissioners, 5/15/17, Public session, page 2 of 3

- **Board of Commissioners to review minutes from the April 17, 2017 Public and Non-Public Sessions.**

A motion was made by T. Pellegrino and seconded by J. Balcom to approve the Public and Non-Public minutes from April 17, 2017 as written. The motion passed 5-0-0.

2. Board of Commissioners to hear updates on the PFOA Investigation and next steps.

R. Miner noted that the District is tracking H.B. 463. He noted that the latest version reads better than prior versions. The latest version is less restrictive. T. Pellegrino noted that this bill was written with information combined from across the country. He noted that as far as he is aware the latest version is the final revision.

L. Woods questioned the most recent well testings. R. Miner noted that the results from these samples have not yet been received. The testing is being done monthly and the cost is about \$1,000 per sample round per month.

3. Board of Commissioner to review request of Kimberly Yarlott, Principal at Reeds Ferry School for use of a MVD hydrant for the annual Reeds Ferry Fun Day.

A motion was made by G. Keller and seconded by T. Pellegrino to approve the request of Kimberly Yarlott, Principal at Reeds Ferry School for the use of an MVD Hydrant for the annual Reeds Ferry Fun Day on June 13, 2017 with a thunder date of June 14, 2017. The motion passed 5-0-0.

Non-Public

A motion was made by T. Pellegrino and seconded by J. Balcom 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 5-0-0 on a roll call vote. Merrimack Village District, Board of Commissioners, 5/15/17, Public session, page 3 of 3

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 May 15, 2017. The motion passed 5-0-0.

4. Old Business

There was no old business at this time.

5. New Business

There was no new business at this time.

6. Superintendent's Report

R. Miner noted that the office and staff have made good combined efforts in light of the resignations of C. Sutton and N. Couture and he noted that he wanted the Board to be aware of these efforts.

7. Questions from the Public

There were no questions from the public at this time.

8. 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 G. Keller to adjourn at 5:05 PM.
The motion passed 5-0-0.

Respectfully submitted,
Rita Pointon, Recording Secretary