

**Board of Commissioners Minutes**  
**November 20, 2017**  
**Public Session**  
**(approved February 26, 2018)**

**Present:** L. Woods, T. Pellegrino, G. Keller, J. Comer, J. Balcom, Superintendent - R. Miner,  
Business Manager - J. Lavoie

**Financial and Human Resources Review - September and October 2017**

M. Holton noted that revenues are currently at 37% and total expenses are at 31%. The District is in a good position at this time. Some revenues were reclassified. With the new accrual entries, the financial statements are becoming more accurate. The account for office equipment includes a capital expenditure for software.

M. Holton noted the open POs in the budget. Four of these are for UEI for FY 2017. There is a carryover of \$31,791. This carryover is okay with the auditors. L. Woods noted that this is very helpful information. All Commissioners signed off on the carryover approval memo

M. Holton noted that she will begin to get the numbers together for the creation of the new Fiscal Year's budget. A timeframe for the creation of this new budget was distributed to the Board. M. Holton noted that if there are any issues with this timeframe she should be notified.

M. Holton noted that the weekly payroll report will be sent to the District's treasurer, L. Christensen. The report will be approved by J. Lavoie and R. Miner. Monthly payroll reports will be brought to the Board meetings. A formal document will be created to delegate the authority to sign the payroll reports to streamline this process.

M. Holton noted that a holiday lunch will be prepared for employees of the District to be served at noon on December 15, 2017. She noted that all members of the Board are welcome to attend.

**Non-Public**

A motion was made by J. Balcom and seconded by T. Pellegrino to go into non-public session per RSA 91-A: II(a) "...dismissal, promotion, or compensation of any public employee...". 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. Comer to seal the minutes of the non-public session of November 20, 2017. The motion passed 5-0-0 on a roll call vote.

### **1. Board of Commissioners to review minutes from the October 16, 2017 Public and Non-Public Sessions.**

A motion was made by T. Pellegrino and seconded by J. Comer to approve the Public and Non-Public minutes from September 18, 2017 with the following change: The last sentence in the second paragraph under Item 3 on page 2 should read "He noted that the District loses public support by not reaching out to the public". The motion passed 5-0-0.

### **2. Board of Commissioners to discuss the Flatley mixed use development project on DW Highway with Kevin Walker from the Flatley Co.**

K. Walker noted that the development agreement states that the water for this development should come from Priscilla Lane. NHDOT wants the work done by directional bore. There is not enough space in the right of way for a directional bore. Five hundred seventy feet south of this site is state property and K. Walker speculated that the connection could be made in this area. Currently the Flatley Co. has 3 options: 1-check with the abutters again, 2-alter the development agreement to do the work at Priscilla Lane when the moratorium on cutting the road surface is over, or 3-move the connection 570 feet or so south. The Flatley Co. is trying to start construction this year with occupancy next fall in 2018.

K. Walker noted that the project will work without this connection, but the Flatley Co. is committed to making this connection. R. Miner noted that the state limit is Bedford Rd and the District would be opposed to moving the connection south. K. Walker noted that the issue is the timing of the commitment to complete the loop. L. Woods noted that his concern is that delaying the completing of the loop would diminish R. Miner's design; he noted the commitment by Flatley to complete this loop at the beginning of the project. K. Walker questioned whether the site becomes unbuildable if it is not possible to complete this connection. L. Woods noted that the residents of this development would become ratepayers without getting the best service possible.

J. Comer questioned whether if there is room for the equipment needed to do the directional bore the equipment would be removed after the bore is done and never brought back. K Walker noted that this is the plan. J. Comer questioned whether this equipment

could be set up on Priscilla Lane. R. Miner noted that this would require the closure of Priscilla Lane. K. Walker noted that he will explore the possibilities of setting up on Priscilla Lane with the town. G. Keller noted that a temporary easement might also be possible.

**3. Board of Commissioners to discuss PFOA Investigation regarding:**

- **Feedback regarding the Town Council/School Board/MVD meeting 11/14/17**
- **Consideration of a MVD customer survey regarding treatment options**
- **Change of meeting time, location or live streaming meetings**

R. Miner noted that any survey to be done will be completed at about the time for the Annual Meeting. This survey could be distributed at the Annual Meeting or at the town elections. J. Balcom suggested that the public be canvassed regarding the questions to be asked on the survey. The questions should be useful ones that will allow the District to make decisions. R. Miner noted that nothing has been written to date. J. Lavoie noted that there would be a larger response if this survey was distributed during town elections and that the responses would likely be more diverse. J. Balcom suggested that the District get together with the Town Council and School

Board to determine how best to proceed. R. Miner noted that further information can be gathered and that a formal meeting is probably not needed, but rather a worksession. L. Woods suggested caution to make sure that the product is going to produce the results desired.

A motion was made by J. Balcom and seconded by J. Comer to authorize the Superintendent to approach the Town and School Board representatives and Concerned Citizens for Clean Water to plan a survey.

R. Miner noted that the MVD would work with these groups but that the MVD would be responsible for the questions to be asked.

The motion passed 3-2-0 with G. Keller and L. Woods voting in the negative.

L. Woods noted that the survey will bring back results, but cautioned that he does not think such a committee would be attuned to how the District is to get where it needs to go.

J. Lavoie noted that she could follow up again on different options of time, etc., for the Board meetings. The meetings could be live streamed or put on a recording. There would be one camera, one view of the meeting. J. Balcom noted he would like any change to be the least disruptive possible. J. Lavoie noted she would have information for the next

meeting of the Board. L. Woods noted that the time of the meeting was set due to the availability of office staff and files and consultants.

**4. Board of Commissioners to discuss the DPW proposed change to Chapter 81 of the Town Ordinance which states MVD pays the first \$1,000 for the relocation of water mains for Town projects.**

L. Woods noted that this proposal would change the District's contribution from \$1,000 to \$10,000 per town project plus \$25,000 for larger capital projects. A Town Council meeting was held on November 16, 2017 to look at the reason for these increases. A Public Hearing will be held on December 21, 2017. R. Miner noted that there will be an 80/20 split on \$25,000 and the same for smaller projects. He noted he will get a copy of the proposed ordinance to the Commissioners.

**5. Board of Commissioners to review correspondence from NHDES regarding loan funding available through the MtBE trial judgement to fund the Turkey Hill Booster Pump Project.**

R. Miner noted that this project is in the Master Plan and the CIP. This booster station was built in 1998 and is currently outdated. It is expensive to repair. The District is looking at an above ground station. Additional funding is available from MtBE funds. It is estimated that the cost for this project would be \$1.2M. A study is on-going. This new station would be built on the same property, but behind the current station and the current station would be removed. There is a good interest rate on SRF money. L. Woods noted it makes sense to tell the state that the MVD is interested in this money.

A motion was made by J. Balcom and seconded by J. Comer to submit a letter to NHDES to let them know that the MVD would be interested in this loan. 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**

R. Miner noted that samples were taken at Parker Tank and Turkey Hill Tank for PFOA/PFOS. No results have come back to the District to date. He questioned whether these sites should be sampled every month or every 3-4 months. He noted that each sample cost about \$300. This will be an additional cost to the District.

R. Miner noted that the final coat of paint for the Hutchinson Road Tank project should be completed this week. This project is weather dependent.

## **9. Questions from the Public**

Kathy Stack, 7 Knollwood Drive, noted that she has a private well that has been contaminated. She noted that there was no agenda posted on the website as of Friday. J. Lavoie noted that the agenda was posted today. K. Stack noted that it would be good to stream the meetings of the Board. She noted that she is to be given a whole house filtration system and questioned whether other homeowners in her position will be contacted. R. Miner noted that NHDES is working with SGPP and that MVD is working with NHDES. He noted there has been some pushback from SGPP regarding where the water lines should go. The District is not putting in the line, but the question is where SGPP is willing to go. The District will do what it can to advocate for the residents in town who are in this situation. J. Lavoie noted that sometimes the District is not made aware of these installations until it is called to put in the meter horn. K. Stack noted she would like the support of the District and would like to see some action. R. Miner noted that this action is spearheaded by NHDES.

Steve Miller, Belmont Drive, noted that he would like to see a letter to the Town Council and School Board with updates from the MVD. He noted that such a letter would let others know that the District is doing something. He noted that the people who caused the problem should pay for it. J. Comer noted that the District is presently in negotiations with SGPP. The lawyers are talking to the lawyers. Currently there is not much that the District can say. S. Miller suggested that the District let the people now that such meetings are being held and give a possible timeline. L. Woods noted that no set of people are more frustration with more angst about PFOA/PFOS than the Commissioners and the people at this meeting. K. Stack noted that there is a perception that nothing is being done.

Bob Hayes, Wilson Hill Road, noted that communication is the only way people get information. He noted that perception is the key. The people need to know what is in the water in the street. He suggested that testing be done more often, and the results be published. He suggested that Pennichuck results at Cabot Reserve be published as this is MVD water. He noted that the survey is a great idea. He suggested that the cost and impact of this issue be published on the water bills.

## **10. Questions from the Press**

There were no questions from the press at this time.

## **Adjourn**

A motion was made by J. Comer and seconded by T. Pellegrino to adjourn at 6:45 PM.  
The motion passed 4-0-0.

Respectfully Submitted,  
Rita Pointon, Recording Secretary