

**Board of Commissioners
Public Session
Minutes
January 29, 2018
(approved March 19, 2018)**

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

Excused: T. Pellegrino

Financial and Human Resources Review - December 2017

M. Holton noted that at the midpoint of the fiscal year the revenues are at 51% and the expenses are at 44.1%. She noted that \$30,000 of the encumbered funds will be reassigned. The office equipment account includes the fact that the District pushed up the purchase of parts of an implementation. She noted that the District has received \$35,000 for the rental of space for a cell phone antenna that was not paid previously.

L. Woods noted a concern regarding account #70450 (R&M Meters). R. Miner noted that the reason for this account being so low may have to do with the fact that the District may not be purchasing meters as much as they have in the past.

Non-Public session I

A motion was made by J. Balcom and seconded by J. Comer to go into non-public session per RSA 91-A:3 II(a) "...dismissal, promotion, or compensation of any public employee.." and RSA 91-A:3 II(e) "...pending claims or litigation...". The motion passed 4-0-0 on a roll call vote.

After the Non-Public Session

A motion was made by J. Comer and seconded by J. Balcom to seal the minutes of the Non-Public session I for January 29, 2019. The motion passed 4-0-0 on a roll call vote.

1. Board of Commissioners to review minutes from the December 18, 2017 Public and Non-Public sessions and re-review minutes from November 20, 2017.

The review of these minutes will be taken up at a subsequent meeting.

2. Board of Commissioners to discuss PFOA Investigation - MVD Survey

J. Comer questioned the validity of the numbers in this proposed question.

K. Pratt, UEI, noted that these number are in the realm of what is real at this time. He noted that a statement regarding a possible increase could be made.

L. Woods noted that the shorter carbon molecules may not react as well as the current molecules. He noted that he thinks that \$12M is very conservative. He thinks this number should be \$18-20M.

J. Lavoie suggested that members of the Board mark this proposed question up and return it to her to be brought to the Board at its next meeting.

J. Emery, EGGI, noted that the estimate of the cost should not be based only on PFOA and PFOS. He noted it is possible that the treatment for the shorter carbon chains may be different. He noted that it is important to separate well #4 & 5 from the other wells and the District must demonstrate that wells #4 & 5 are not included in this survey question.

L. Woods noted this is a good start, but additional work is needed.

R. Miner noted that a revised copy of the survey question will be sent to K. Pratt and J. Emery.

3. Board of Commissioners to hear update from Underwood Engineers, Inc. regarding:

- a. Turkey Hill Booster Station replacement**
- b. CIP**
- c. Rates**

CIP - K. Pratt noted that UEI is in the process of working the CIP; it is not currently finalized. He noted a change in the CIP moving about \$200K to fiscal year 2019. The cost of the Turkey Hill Road booster station has included to \$1.2M. This item is currently on the proposed warrant.

Rates - K. Pratt noted that UEI is currently in the middle of the rate study, but the District is currently okay.

4. Board of Commissioners to review and/or approve the 2018-2019 Budget and CIP.

R. Miner noted that the backhoe and Booster Pump have been removed from the budget. M. Holton noted that with this change the bottom line is \$3,600,872. She recommended that an additional line item be created for the Employee Recognition Awards. It was suggested that this line item be numbered 50150 and that \$1,450 be added to it. The new bottom line is now \$3,602,322.

A motion was made by J. Balcom and seconded by G. Keller to accept the budget of \$3,602,322. The motion passed 4-0-0.

5. Board of Commissioners to review 2018-2019 Warrant Articles and assign speaker for the Public Hearing.

J. Lavoie noted that all warrant language has been approved by the NHDRA. R. Miner suggested that no money be put into the Land Acquisition Capital Reserve Fund and that all surplus be put into the Equipment and Facilities Capital Reserve Fund. This would eliminate Article 9 from the Warrant.

Article 4 was assigned to L. Woods with J. Comer seconding.

Article 5 was assigned to J. Comer with J. Balcom seconding.

Article 6 was assigned to T. Pellegrino with L. Woods seconding.

Article 7 was assigned to G. Keller with J. Balcom seconding.

Article 8 would be changed to "up to \$500,000" and Article 9 would be eliminated.

R. Miner noted that no petitioned warrant articles have been seen yet. February 16, 2018 is the late date for the submittal of petitioned Warrant Articles.

A motion was made by J. Balcom and seconded by J. Comer to recommend Warrant Articles 4-8 as amended at the January 29, 2018 meeting (articles 4,7,8). The motion passed 4-0-0. (G. Keller left at this time.)

There was no Non-Public Session II.

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

There was no Superintendent's report at this time.

9. Questions from the Public

A member of the public stated that the questionnaire is a good idea. R. Miner noted that the District is looking to nail this survey down at the next meeting and then determine how to distribute the survey.

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 J. Balcom to adjourn the meeting at 7:30 PM. The motion passed 3-0-0.

Respectfully submitted,
Rita Pointon, Recording Secretary