

**Board of Commissioners  
Minutes  
April 16, 2018  
Public Session  
(approved May 21, 2018)**

Present: J. Comer, W. von Schoen, D. Provencher, Superintendent R. Miner, Water Quality Support/Business Manager J. Lavoie

Excused: T. Pellegrino, G. Keller

**Financial and Human Resources Review – February and March 2018 – Michele Holton**

M. Holton noted that the District is 75% into the fiscal year. The revenues are currently at 72%, but M. Holton is expecting that the revenues will come in on budget based on the 4<sup>th</sup> quarter revenues the last 2 years. The District is currently at 65% of expenditures.

W. van Schoen asked if more historical numbers could be added to the financial reports for comparison. M. Holton noted that it is difficult to compare this year with past years due to changes made in the accounting methods and timing. She noted that the District is moving forward making these changes consistently.

D. Provencher questioned the interest income being so high. M. Holton noted the District has revised its agreement with TD Bank to get higher interest rates and lower fees.

D. Provencher questioned account 10150 Development – New Production Well. He questioned whether this money is accruing interest. M. Holton noted the balance is combined for analysis and all interest is posted to the operating account. This money was originally secured and ear-marked for the rehabilitation of well #6. When that project was not viable this money was repurposed for new wells development , and is restricted to this use.

M. Holton noted that sub-accounts will be added under Capital Budget Expenses (90000) to allow for further clarification by project of the use of money in this account. She noted that account 90100 (Bad Debts) is being reviewed to be cleaned up. She also noted the District's operating account balance will be reduced by the \$548,750 transferred to the Capital Reserve Accounts in April.

Approval is needed for the Delegation of Deposit Authority and the Authorization for Delegation of Payroll Approval Process by the BOC and Treasurer. These documents were signed by the Commissioners and Treasurer present this evening.

**1. Board of Commissioners to elect Chairman, Vice Chairman and Personnel Liaison for 2018-2019.**

This item was deferred due to the absence of 2 members of the Board. It will be on the agenda for the next meeting of the Board.

**2. Board of Commissioners to review minutes from the March 19, 2018 Public and Non-Public Sessions and March 27, 2018 Annual Meeting**

This item was deferred due to the absence of 2 members of the Board. It will be on the agenda for the next meeting of the Board.

**Non-Public Session**

A motion was made by J. Comer and seconded by D. Provencher 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(j) "consideration of confidential, commercial, or financial information...". The motion passed 3-0-0 on a roll call vote.

**After the Non-Public Session**

A motion was made by J. Comer and seconded by D. Provencher to seal the minutes of the April 16, 2018 Non-Public Session. The motion passed 3-0-0.

**3. Board of Commissioners to discuss PFOA/PFOS Investigation.**  
**a. MVD Customer Survey**  
**b. Meeting with Horizons Engineering – private well hook ups**  
**c. Meeting with CT Male – property hook ups**

D. Provencher noted he thinks that more information is needed in the background information portion of the survey question. He noted that additional studies suggested that levels below 70 ppt are harmful. He noted that the statement in the survey is one-sided. He noted he would like to look at the financial impact of treatment more closely as he feels that there might be savings involved in combining the treatment of wells that are near in proximity to each other.

J. Lavoie noted that the number given in the survey question are realistic given what is happening at wells 4 and 5.

D. Provencher noted that in the CIP there is \$4.5M in 2023 for the treatment of iron and manganese at well #3. He noted that combining this treatment with treatment at well #2 which is about 1 mile away there may be cost savings. He noted that some wells could be treated sooner rather than later. He noted that wells 4 and 5 were off-line during the 2016 drought. R. Miner noted that during this drought there was a ban on all outside watering that was later changed to an odd/even outside watering restriction. J. Comer noted that with 2 wells down there was a concern for fire protection. Adding the booster station to the Pennichuck connection alleviated that concern. D. Provencher questioned whether the source water expenditure in the CIP can be moved out and the treatment moved up. R. Miner noted that there is a timeframe for building a new well. A year-long study is currently needed to complete the permitting process.

D. Provencher noted he would rather have a carbon filter as part of another filtration system than as a stand-alone system.

J. Lavoie noted that further discussion of this issue can be deferred until the next meeting with the District's engineers from UEI can be in attendance.

J. Comer suggested that the entire Board be present to finalize the survey. He noted that the question should be "yes" or "no" with no other options. He noted that another "yes" or "no" question could be added.

R. Miner noted that the survey can be brought back to the Board.

Upon questioning J. Lavoie noted that the water in the wells is tested monthly.

R. Miner noted that Horizons Engineering is the engineering firm retained by St Gobain Performance Plastics (SGPP) for water main extensions and hook ups for the remains private wells. A letter will be going out to residents regarding survey crews and a future public meeting. NHDES, Horizons Engineering and the District will attend this meeting.

**4. Board of Commissioners to consider the request of Kimberly Yarlott, Principal of Reeds Ferry Elementary School for the use of a fire hydrant and MVD water for their Fun Day activities on June 12<sup>th</sup>, 2018 with a thunder-date of June 13<sup>th</sup>, 2018.**

A motion was made by D. Provencher and seconded by W. van Schoen to grant the request of Kimberly Yarlott, Principal of Reeds Ferry Elementary School, for the use of a fire hydrant and MVD water for their Fun Day activities on June 12, 2018 with a thunder-date of June 13, 2018. Water fees for this day will be waived. The motion passed 3-0-0.

**5. Old Business**

**Cameras for meetings** – D. Provencher questioned this process. He suggested that turning this camera on be considered for the next meeting of the Board. J. Lavoie noted that the camera needs to be programmed and a test run be performed. She is working with the installer but he's been out of the country the last couple of weeks and unable to walk her through the final set up. They will be up and running for the next meeting.

**6. New Business**

**Informal Advisory Group** – W. van Schoen noted that an informal advisory group has been formed to meet about PFCs. Two Town Counsellors have agreed to come to meetings of this group. He noted he would like to open the table to further discussion on this group. The idea behind the group is the exchange of information in the area of PFCs and to create more transparency. The District could use this group as a resource. He suggested that this topic be put on the agenda for the next meeting of the Board.

**7. Superintendent's Report**

**Outsourcing bills** – Quotes have been received for this out-sourcing. This out-sourcing should save the District about \$900 per month based on a full year of billing.

**Part-time office position** – Things are coming together to post this position.

**PFOA** – This sampling will be done on Thursday.

**Drinking water grant workshop** – R. Miner and J. Lavoie will attend this workshop.

**8. Questions from the Public**

G. Shaw, Templeton Court, questioned recent testing on wells 4 & 5. J. Lavoie noted there has been no recent testing on these wells as they have been locked out and tagged out per NHDES. G. Shaw questioned the startup of these wells. J. Comer noted that this would be in the spring of 2020. The bids will go out in the summer of 2018 with at least an 18-month timeline not accounting for any snags that might arise.

G. Shaw questioned how secure these wells are. R. Miner noted that he is in and out of this area. She noted that these wells should be monitored by the

police as well. She noted that she hopes that there is greater security when the treatment at the wells is completed. R. Miner noted that he has regular contact with MPD and they patrol the area as well. When construction is started on the treatment plant there will be a gate to the area at the power lines and the entrance to the wells. He also noted this is an area he wants to clean out.

G. Shaw questioned whether it would be possible to separate the public and non-public meetings. J. Lavoie noted that the District does not want to call the Board into session more than once a month. D. Provencher noted that there is additional cost for holding these meetings at different times. G. Shaw noted that the public does not come to the Board meetings because the time is not conducive to their attendance. W. van Schoen noted that one step needs to be taken at a time for changes of this nature.

#### **9. Questions from the Press**

There were no questions from the press at this time.

#### **Recess**

A motion was made by W. van Schoen and seconded by D. Provencher to adjourn the meeting at 6:30 PM. The motion passed 3-0-0.

Respectfully submitted,  
Rita Pointon, Recording Secretary