

**Board of Commissioners
Minutes
September 17, 2018
(approved November 19, 2018)**

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

Excused: T. Pellegrino

Financial Review – July and August 2018

M. Holton noted that the financial reports are still in draft status due to the year end entries from the audit still being under review. Prior year comparison reports will now be included in the monthly packet, and she noted there have been changes to the timing & methodology of the accounting entries, so it will take some time for the comparison to be more meaningful. Being two months into the year brings us to 16.67% complete as a general reference point to where things stand against projected revenues and budget. Both domestic and mercantile water use revenues are above 20% of budget as expected with higher summer usage, and miscellaneous income includes over \$24K for the insurance claim payment on the totaled truck. On the expense side, administration overtime is still running higher than planned due to the transition in positions and the audit. M. Holton noted that this will start coming down after audit and stay in reason when the additional staff person is added. The purchase of water is already \$40K over budget. This was an unexpected expense and a budget transfer to offset this will need to be determined after we are further into the year. Several repairs & maintenance (R&M), professional fees – accounting (audit) & the debt accounts, as well as overall total expenses, are beyond the 16.67% reference point, but this is due to timing. She also noted that a Capital Reserve Account could be established for unexpected legal fees in the future. W. von Schoen questioned how the net gain would be allocated. M. Holton stated that any net gain would be added to the general fund balance at the end of the fiscal year, and the District would need to ask the voters by warrant to allocate any of these funds to Capital Reserve.

1. Approve minutes from the June 13, 2018 Public Session (tabled 8/20/18 pending additional language from W. von Schoen) and the August 20, 2018 Public Session.

A motion was made by D. Provencher and seconded by W. von Schoen to approve the minutes of the June 13, 2018 Public Session with the following amendment:

Page 2, last paragraph, the word “permissible” should be added in the second line before the word “levels” and “ppt” should replace “ppb” in the third line from the bottom. The motion passed 4-0-0.

A motion was made by J. Comer and seconded by D. Provencher to table discussion on the minutes of August 20, 2018 to the next meeting pending clarification on language for agenda item #2A . The motion passed 4-0-0.

2. Board of Commissioners to hear update from Underwood Engineers regarding:

a. Capital costs for PFAS treatment

K. Pratt noted that some work was done on this project in 2016. At that time the parameters were to have temporary treatment at wells 4 & 5 and permanent treatment at wells 7 & 8. This was a first attempt to get a cost for this project. The project is now adding wells 2 & 3. There has been no review of these wells in the past. The treatment at wells 4 & 5 is under design with a given budget. The treatment at wells 4 & 5 will meet the standards with GAC redundancy. The treatment at wells 7 & 8 will not have any redundancy. In 2016 the estimated cost to treat wells 7 & 8 was \$3.6M. The geotechnical issues at wells 7 & 8 have already been resolved when the iron and manganese plant was installed. There is a space where the treatment plant can be expanded. As part of the work, UEI will add wells 2 & 3 to this evaluation. Well 3 will also need treatment for iron and manganese. The estimated cost for this treatment is around \$5M at each site... more at Well #3 because of the iron and manganese. The O&M costs are still in process. The O&M costs for 7 & 8 are estimated to be about \$350K per year (including debt) which is about 10% of the District's budget. The costs above are based on preliminary findings and are only early figures. Final costs will be presented in the report.

D. Provencher confirmed with K. Pratt that adding GAC treatment to Well 3 would raise the \$4.5M cost in the CIP for Iron and Manganese treatment to \$5M; and providing GAC treatment at Well 2 would require a new building with a cost of \$4.2M

D. Provencher questioned whether it would be possible to combine the treatment for wells 2 & 3 in one building. K. Pratt noted that this will be looked at. The cost for the transmission line between 2 & 3 would be \$1-1.5M as these wells are a mile apart. D. Provencher noted he would prefer to consolidate treatment rather than having redundant infrastructure at each well. K. Pratt noted that is in the scope to look at consolidation. He noted that new numbers for the consolidation of 2 & 3 will be provided. Upon questioning K. Pratt noted that UEI is looking at the roof configuration for additional tanks at wells 7 & 8.

D. Provencher noted that it may be possible to build a centralized treatment plant at the MVD garage on Continental Boulevard to treat Wells 2 and 3, and supply water to the high pressure zone through a connection to Scott Drive across Naticook Brook, and to move MVD headquarters there in the future.

b. Progress on the Rate Study

K. Pratt noted that there has been no advancement of this study to date. UEI is not far from having this information for the Board.

(W. von Schoen left at this time)

3. Board of Commissioners to discuss the purchase of a new backhoe to be funded from the Equipment and Facilities Capital Reserve Fund.

R. Miner noted that the District has a 1995 JCB backhoe purchased in 2003. The purchase of a new backhoe is in the CIP for \$135K. The District has spent \$8-10K in repairs to this machine. He proposed that the District purchase a new backhoe; in this case a John Deere machine for \$98,880.16. This machine comes with a 5 year/3,000 hour warranty. He noted he thinks the John Deere is a better machine based on previous John Deere equipment longevity. The District uses this machine to do repairs and cleaning of hydrants in the winter.

A motion was made by D. Provencher and seconded by G. Keller to purchase the John Deere backhoe for \$98,880.16 using money from the Equipment and Facilities Capital Reserve Fund. The motion passed 3-0-0.

4. Old Business

a. Board of Commissioners to discuss officially changing the start time of the public session to 5:00 pm.

A motion was made by D. Provencher and seconded by G. Keller to move the time of the Board of Commissioners meeting. The public session will begin at 5:00 pm on the third Monday of every month. The motion passed 3-0-0

b. MVD meeting on Channel 20

J. Lavoie noted that the video recording on Town Hall Streams has been placed in a dropbox for Channel 20 to pick up and add to their TV programming. D. Provencher noted that the TV station doesn't want to air the meetings where the opening and/or closing of the meeting is not captured. He

questioned if this was a legal issue or a preference by the station. Attorney G. Michael noted that omissions can occur in the recording, but that the recording can be played as it is. There are no legal issues involved.

c. Commissioners email addresses

J. Lavoie noted that the email addresses have been set up and provided to the BOC. D. Provencher noted he may need assistance getting it set up to view at home. J. Lavoie to speak with IT to coordinate.

d. Authority to speak on behalf of MVD

D. Provencher noted that any position taken needs to come from the Board of Commissioners. He noted there is a fine line between fact and opinion.

Attorney G. Michael noted that the Commissioners need to be very careful. He noted that all of the Commissioners are elected officials who have taken an oath of office.

Water level and water quality data – D. Provencher noted he would like to have on-going data in this area represented in graph form. This would include PFOA/PFOS, Sodium and Chloride, and consumption. He would like to see these monthly historical data plotted on a graph.

5. New Business

a. Estimated time for budget preparation

J. Lavoie noted the budget schedule from 2018-2019 is included in the BOC packet for general timing reference. The updated schedule for the 2019-2020 year will be provided at the next BOC meeting.

6. Superintendent's Report

Main Line extension – R. Miner noted that the bids for the SGPP portion of the main line extension are due September 21, 2018 to Horizons Engineering. These bids are to include the MVD portion of this work as an additive alternate.

Hearing on Route 101A impact – A hearing on the impact of construction on Route 101A will be held on September 25, 2018. PC Connection has concerns regarding the drainage in this area and there will be a meeting prior to the September 25 meeting. This project should not have any impact on the MVD lines, but it will put the main lines under pavement. This construction will be from Boston Post Road to Continental Boulevard. This construction will create a third lane southbound and work on Boston Post Road to Craftsman Lane.

7. Questions from the Public

There was a question from the public regarding the disposal of the media used in the treatment plants. R. Miner noted that the District does not take care of this. This is taken care of by the people who put the media in the treatment plant.

Gail Shaw, 10 Templeton Court, questioned whether there is any research being done to determine what other potential parties may be causing contamination near wells other than wells 4 & 5. R. Miner noted that NHDES will be attending the October 2018 meeting of the Board and, at that time, give an update on what has been found out about wells 7 & 8.

Nancy Murphy, 20 Brenda Lane, questioned the testing of wells 4 & 5. R. Miner noted that the District is still working on determining how this testing will take place. J. Lavoie noted that there has been contact with NHDES to determine what to test for. N. Murphy noted she would be interested in seeing these results.

N. Murphy questioned the use of GAC and resin. D. Provencher noted that the resin system would be a future add on. Wells 4 & 5 will have 2 GAC filters per the agreement with St. Gobain Performance Plastics (SGPP). There could be a future additional agreement with SGPP should an MCL be established lower than the current Long Term Health advisory or additional contaminatin besides the PFOA and PFOS is determined.

N. Murphy noted that her understanding is that the lifetime of the GAC at Hoosick Falls is shorter than anticipated. She noted that 5 years is not a long time. R. Miner noted that M. Metcalf of UEI has been in contact with Hoosick Falls and is also setting up a time for members of the Commission and the District to visit that location to discuss their processes.

8. Questions from the Press

There were no questions from the press at this time.

Adjourn

A motion was made by G. Keller and seconded by D. Provencher to adjourn the meeting at 6:45 PM. The motion passed 3-0-0.

Respectfully submitted,
Rita Pointon, Recording Secretary

A consultation with G. Michael, Attorney was held in Non-Public session. No minutes were recorded for this attorney/client consultation.