



**MOTION BY COMMISSIONER J. COMER TO SEAL THE MEETING MINUTES OF THE  
AUGUST 19, 2019 BOARD OF COMMISSIONERS MEETING NON-PUBLIC SESSION  
MOTION SECONDED BY COMMISSIONER K. AYERS  
MOTION CARRIED**

**4-0-0**

**FINANCIAL REVIEW**

Michele Holton, Finance/H.R. Director, informed the Commission that the preliminary audit fieldwork had taken place and went well. Audit fieldwork will continue for three days starting August 21, 2019. An update will follow the audit and the final report is expected to be completed by November 2019.

Director Holton noted that the June financials are still in draft form. She informed the commission that the revenues appeared to be off in comparison to the expected totals for yearend billing and it was determined that the billing system had not prorated the meter charges (account 40400), hydrant charges (account 40403), and sprinkler charges (account 40404). This was adjusted and revenues still made budget by roughly \$73,000. The July and August financials will be combined and reviewed at the September 2019 Board of Commissioners meeting.

The delegation of the payroll approval process has been updated. This allows for Superintendent R. Miner, Business Manager J. Lavoie, and Finance Director M. Holton, to cross check submissions with verification and approval. The update outlines more specific details of the process and allows the weekly approval of payroll to include approval to submit the 457 Plan, New Hampshire Retirement System (NHRS) and FSA/DCA contributions via Automated Clearing House (ACH).

**MOTION BY COMMISSIONER J. COMER TO ADOPT THE AUTHORIZATION FOR  
DELEGATION OF PAYROLL APPROVAL PROCESS  
MOTION SECONDED BY COMMISSIONER K. AYERS  
MOTION CARRIED**

**4-0-0**

**REGULAR SESSION**

- 1. Board of Commissioners to review the proposed Credit Card Policy with Michele Holton.**

TABLED

- 2. Board of Commissioners to discuss Capital Projects with Keith Pratt of Underwood Engineers to include:**

- a. Wells 7 & 8 Final Design Contract**

M. Metcalf informed the commission that the preliminary design report for wells 7&8 was shipped out on Friday, August 16, 2019. The final design phase contract was also sent. There is

no anticipated change in the schedule. M. Metcalf noted that it was believed that adding LAG Vessels would cost roughly \$3M. The construction cost estimate is showing less than \$1M more. M. Metcalf informed the commission that the initial subtotal for construction was roughly \$3.2M and is currently at \$4.13M.

It was noted that de-chlorination was not needed after the greensand filters but would be required if resin was used. Superintendent R. Miner asked if there would be the space needed in the filter room to add the ability for de-chlorination in the future if needed. M. Metcalf did not have the answer at this time and noted that he would find out.

M. Metcalf informed the commission that Underwood Engineers thought it might be best not to use the SRF (State Revolving Funds) on Wells 7&8 so that project is not subject to additional administrative requirements.

Chairman D. Provencher questioned a statement on page 11 of 28 of the Preliminary Design Report (DRAFT). It was stated, “During the evaluation phase, they (resin manufacturers) estimated 1.5 years bed life for long chain compounds and 4-6 months for short chain compounds, which was not significantly more than the estimated bed life from the GAC manufacturers.” M. Metcalf explained that the resin manufacturers estimated that they would get 1.5 years of bed life if they were only removing long chain compounds and maybe 4-6 months for some of the short chains, such as the PFBA and PFBSs. M. Metcalf noted that this is in reference to when breakthrough can be expected. M. Metcalf noted that he would look into this statement further.

In reference to the schedule outlined in ESR 47, Commissioner K. Ayers questioned the amount of time between the 90% design (January 24, 2020) and 100% design & submit for approval (April 15, 2020). M. Metcalf noted that this was predicated on a previous schedule. This can be reviewed and possibly tightened.

Chairman D. Provencher asked if the vinyl siding listed for the masonry building was an additional cost. M. Metcalf noted that it was an additional cost. It was noted that there is insulation between the block and the vinyl siding.

**b. Wells 4 & 5 backup generator**

M. Metcalf of Underwood Engineers informed the commission that the notice to proceed signed with Penta Corporation is dated October 11, 2019. Based on contract time, substantial completion is set for July 31, 2020. By contract, Final Completion is set for September 14, 2020. Penta Corporation is aiming for a completion date of July 1, 2020. M. Metcalf explained the definition of substantial completion is that it is online and being used for the purpose intended. Chairman D. Provencher informed the public that wells 4 & 5 were originally set to be online later than these dates, but the contractor has agreed to continue with masonry work through the winter, with temporary heating shelters in place. This would avoid a four-month winter shutdown.

M. Metcalf informed the commission that fieldwork is set to start on August 21, 2019, with brush cutting, followed by clearing. He also noted that Underwood’s RPR (Resident Project Representative), Joel Moulton, formerly the Department of Public Works Director in Eliot, ME,

would also be seen on site. His resume can be provided. Chairman D. Provencher asked if he was planning on staying at his residence in Maine and commuting. M. Metcalf informed the commission that he believes that is the plan.

M. Metcalf informed the commission that there are change orders for wells 4 & 5 that need to be discussed. Currently there are two bid items listed:

- **Bid Item 2A- Furnish a complete Generator (including concrete pad, automatic transfer switch, enclosure) - \$180,000** This will provide the district with a complete backup power system and will automatically turn on and off as needed.
- **Bid Item 2B- Furnish a Manual Transfer Switch - \$18,000** This will just provide a manual transfer switch; therefore, if backup power is needed, the District would have to mobilize the existing portable generator to the sit, connect it to the manual transfer switch, and man the operation until it is not needed. This will need to be done at every power outage.

The bid was awarded with both items, with the knowledge that one would be removed at the choice of MVD. Penta corporation needs the decision by the end of August. Superintendent R. Miner asked if this price would include power to both wells 4 & 5, or just one. M. Metcalf noted the ability to run both wells 4 & 5 as well as the treatment plant off the proposed generator (2A). It was also noted that the Turkey Hill Booster Station also includes a generator. Both Bid Items (2A and 2B) are included in the current budget. Possible worst-case scenarios were discussed, including terror attacks or downed trees/tree limbs hindering the installation of the portable generator.

**MOTION BY COMMISSIONER J. COMER TO APPROVE BID ITEM 2A, THE COMPLETE GENERATOR AT \$180,000**

**MOTION SECONDED BY COMMISSIONER K. AYERS**

**MOTION CARRIED 3-1-0 (with Commissioner von Schoen voting in the negative)**

At this time, M. Metcalf informed the commission of another change order item but noted that a change order was not needed at this time. The contract that was bid was for a 15" sewer going to a manhole. The town has permitted an E1 type pump station with a 2" +/- force main. It is presumed that this is to prevent pumping any GAC backwash water that the sewer department believes may be PFAS laden. Pumping sewage is for use by the restrooms. It was noted that MVD would like to set up a meeting with the sewer department in order to eradicate any concerns that may be had. Commissioner W. von Schoen noted that pumping sewage is undesirable, and that plumbing for sewer and backwash or run off could be kept strictly separate to comply with any concerns for contaminant discharge into the sewer system.

Chairman D. Provencher asked M. Metcalf if it has been confirmed with DES that the backwash can be put into an infiltration basin. M. Metcalf noted that it has been confirmed.

M. Metcalf informed the commission that a fire suppression system waiver is in the works. Currently there is a fire suppression system designed into the wells 4&5 treatment facility. The fire suppression system is a new requirement due to code changes. They were informed by the fire chief that there is a waiver process. Something will be put together in order to apply for the

waiver for both the Turkey Hill Booster Station and the wells 4&5 treatment facility. If the waiver is approved a change order credit would be needed.

**c. Wells 2 & 3 update**

The Iron and manganese pilot has been completed. When the pilot was started, the levels were lower than expected. The pilot worked well despite the low iron and manganese values. The Green Sand process still worked. Final report is not in yet, but there is no indication that the Green Sand Plus Process won't work. Water was taken from this pilot and shipped to the RSSCT (Rapid Small Scale Column Test) contractor. Results are pending.

Chairman D. Provencher asked what the change would be should the iron and manganese levels increase, which is expected if well 3 becomes more stressed such as in a drought condition. M. Metcalf informed the commission that a possible solution may include derating the flow slightly.

Chairman D. Provencher asked if Pennichuck has been contacted in order to tour their facility to review the layout. Superintendent R. Miner answered that a few time and date options have been given. It was noted that it is not the treatment plant, but rather the distribution warehouse. Commissioner W. von Schoen asked if there was desire to consolidate the existing MVD garage, headquarters, and the treatment plant in the future. Superintendent R. Miner noted no desire to relocate the garage.

**d. Turkey Hill Booster update**

Tim Puls, with Underwood Engineers, Inc., informed the commission that the Turkey Hill Booster Pumping Station Project is currently out for approval with the state. It has been internally reviewed and there are a few minor adjustments. Chairman D. Provencher noted that on page 2, task 7 of the Engineer Services Request Authorization To Proceed (ESR No 34B), there is a bullet stating, "it is also assumed that the RPR (Resident Project Representative) at Wells #4 and #5 will be supporting this project as the lead. At this time, Chairman D. Provencher asked for clarification of the meaning of this. M. Metcalf with Underwood Engineers explained that it is believed they can use one RPR for both the Turkey Hill Booster Pumping Station project as well as Wells 4 & 5 in order to economize on one person.

In reference to a previous incident involving a leak that sprayed and shorted a panel, shutting down the system for a period of time, Commissioner W. von Schoen asked if there were preventative measures that could be taken to avoid a repeat of such a situation. Partitions such as a screen, sheet metal, and vertical plastic freezer strips were discussed. It has not yet been included in the design but can be added, according to T. Puls. M. Metcalf noted that he would also check into waterproof panels.

T. Puls informed the commission that the current cost is roughly \$150,000 over the loan amount. He noted that this was largely due to the budget estimate that was received for the prepackaged system, which came in at \$250,000 over the original estimate.

Commissioner W. von Schoen asked if combining the RPR between two sites would present a savings. T. Puls noted that there were multiple steps taken to bring down costs, including a Junior RPR and reducing the size of yard piping. M. Metcalf noted that there is a savings in terms of travel expenses. The goal is to have bids open by the end of September. By this schedule, Underwood would hope to award by October 21, 2019.

**MOTION BY COMMISSIONER J. COMER TO APPROVE THE TURKEY HILL  
BOOSTER PUMPING STATION ESR 34B**

**MOTION SECONDED BY COMMISSIONER K. AYERS**

**MOTION CARRIED 4-0-0**

Commissioner W. von Schoen questioned wells 4&5 being over the permitted production volume. It was noted that this is accepted as long as the annual permitted production volume is not exceeded.

**AT THIS TIME, CHAIRMAN D. PROVENCHER EXCUSED HIMSELF FROM THE MEETING,  
AND RELINQUISHED THE CHAIR POSITION TO VICE CHAIRMAN J. COMER, WHO  
PRESIDED FOR THE REMAINDER OF THE MEETING.**

**3. Board of Commissioners to hear update on the private well hook ups funded by Saint Gobain.**

Superintendent R. Miner informed the commission that private well hook ups on Wire Road and Jason Drive are almost complete. The cleanup is being worked for Knollwood Drive and Ridgewood Drive, and is almost complete. Cleanup will then move to the Joppa Road area.

**4. Board of Commissioners to review the minutes from the July 15, 2019 Public and Nonpublic sessions.**

TABLED

**OLD BUSINESS – None**

**NEW BUSINESS**

Commissioner W. von Schoen noted that there had been discussion regarding groundbreaking for wells 4&5, which will be happening shortly. He noted that this will be the first tangible moment towards the remediation of the PFAS situation and there are people who feel that this is a moment worth celebrating. The timing for celebration at the actual groundbreaking may be difficult with such short notice and Commissioner W. von Schoen expressed interest in finding another suitable moment for celebration, such as the laying of foundation. Superintendent R. Miner suggested a celebration when the project sign is placed.

Superintendent R. Miner informed the commission that Erin Holmes, of the Drinking Water and Groundwater Trust Fund (DWGTF), would like to use MVD as a case study. She will be presenting at the New Hampshire Hazardous Waste and Contaminated Sites Conference in September and would like to

discuss MVD's case as well as use some of the slides that were presented when applying for funding. Vice Chairman J. Comer asked if the information is public record. Superintendent R. Miner answered that it is public record.

Commissioner W. von Schoen asked about viewer statistics for the BOC meetings. Superintendent R. Miner noted that he will look into this.

Commissioner W. von Schoen noted that he would like to discuss the ownership of the site contamination investigations for what is happening in other areas, such as Amherst, NH, at the September BOC meeting.

**SUPERINTENDENT'S REPORT – None**

**QUESTIONS FROM THE PUBLIC – None**

**QUESTIONS FROM THE PRESS - None**

**ADJOURNMENT**

**MOTION BY COMMISSIONER W. VON SCHOEN TO ADJOURN  
MOTION SECONDED BY COMMISSIONER K. AYERS 3-0-0**

The August 19, 2019 meeting of the Board of Commissioners was adjourned at 6:52 p.m.

Submitted by Amanda McKenna, Recording Secretary